

## Minutes of the Caringbah Public School P&C Meeting Held on 18 Feb 2020 at 8pm

**Present:** Glen Spaul, Julie Nash, Fiona Moxon, Michelle Handosa, Leila Bright, Daina Penman, Rita Barr, Susan Oliveri, Alex Siverio, Claire Bryant, Carla Miller, Alison Heffernan, Daniela Spilstead, Alicia Campbell, Deb Darlington, Bernadette Cooke, Helen Wihare, Nicole Mackie, Libby Lehn, Kylie Ryan, Kellie Carrig

**Apologies:** Anneke Bester, Melinda Millard, Tara Logan

**Minutes of Previous Meeting - Moved:** Daniela Spilstead      **Seconded:** Daina Penman

Meeting opened:

	<b>ITEM</b>	<b>KEY POINTS</b>	<b>ACTION</b>
1	<b>Matters arising from previous minutes</b>	<ul style="list-style-type: none"> <li>• Claire Bryant approved. Seconded by Alex Siverio</li> <li>• Markets – still in progress. Office is working on DA.</li> <li>• PSSA uniforms. Distributed to teams.</li> <li>• Class Reps – more appropriate for kindy.</li> <li>• Pie warmer for canteen – Helen to purchase appropriate for space</li> <li>• Canteen now open for counter sales on Mon / Tues in Term 1</li> </ul>	<ul style="list-style-type: none"> <li>• Susan to follow up on Class reps and whether this was communicated on info nights</li> <li>• Alex to email Susan to promote flexischools in newsletter</li> <li>• Susan to source material for tablecloths. Nicole Mackie's grandmother will sew</li> </ul>
2	<b>Correspondence</b>	<ul style="list-style-type: none"> <li>• Federation voting – we won't submit a voting form this year to federation.</li> </ul>	<ul style="list-style-type: none"> <li>•</li> </ul>
4	<b>Principal Report</b>	<ul style="list-style-type: none"> <li>• Classes formed on day 1 for 2020.</li> <li>• 313 students in 2020. 16 classes. Predominantly straight classes in 2020 due to numbers.</li> <li>• 3 new staff members, fitting in really well.</li> <li>• Ramp to demountable was finished today.</li> <li>• New gates around school – security and safety issue, pedestrian access to oval</li> <li>• New roofs on admin, Mrs Grays room to Library, new asphalt, painting. Provided by NSW maintenance.</li> <li>• Extra curricular activities have begun – coding, dance, visual arts, chess, Spanish. Staff are interested in running some new activities (to be announced)</li> <li>• Canteen – demountable canteen possibly to be placed outside mural. Still being approved by department.</li> <li>• Student use of devices – new policy for 2020 issued by department. Schools are responsible for developing their own procedures in consultation with community, P&amp;C.</li> <li>• School Facebook page is governed by department policy and an admin from the media department is also across our Facebook page.</li> <li>• External therapists – requests for special appointments on school grounds are granted on a case by case basis.</li> <li>• New signage is now installed around the school.</li> <li>• Curriculum – maths and English are up and running.</li> <li>• STEM activities are produced – professional development happening this week.</li> <li>• Final year in 3 yr strategic school plan this year.</li> <li>• Cubbyhouse tender meeting – 26 Feb 10am. Daina and Alicia Campbell will attend</li> <li>• Hall upgrade quotes in progress, funded by the school</li> <li>• Wishlist</li> </ul>	<ul style="list-style-type: none"> <li>• Susan to check if bars can be removed from admin classroom</li> <li>• Susan to look into donating yellow shirts to Fiji school</li> <li>• Julie to transfer fundraising from Trivia night to school</li> <li>• Kylie's father in law owns a marquee business – Kylie to check costs</li> <li>• Susan to advise</li> </ul>

	ITEM	KEY POINTS	ACTION
		<ul style="list-style-type: none"> <li>○ Projector in hall – short term fix \$3K, long term fix \$10K. Consider hall renovations and orientation of stage, flexibility required.</li> <li>○ Speakers for COLA - \$15K (1 quote received)</li> <li>○ Branded marquees with new logo. 3 required.</li> <li>○ Laptops for increased numbers in Stage 2 &amp; 3 – approx. 20 new laptops. Main priority. \$400 each, \$8K</li> </ul> <ul style="list-style-type: none"> <li>● No one wants macs locally – school will donate to a remote school in Fiji.</li> </ul>	
5	<b>Treasurer Report</b>	<p><b>Current account balances</b></p> <ul style="list-style-type: none"> <li>● \$16529 canteen</li> <li>● \$6779 uniform shop</li> <li>● \$20,293 P&amp;C</li> </ul>	<ul style="list-style-type: none"> <li>● Pay for bridge \$400</li> <li>● Daniela has expenses to submit</li> </ul>
6	<b>Canteen Report</b>	<ul style="list-style-type: none"> <li>● New volunteers need a working with children's check. See Sue in the office. Free online.</li> <li>● Monday and Tuesday canteen open for counter sales</li> <li>● Kim has adjusted roster to mix new and old volunteers for knowledge transfer</li> <li>● Volunteers need to use a tally for money collection</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
7	<b>Green &amp; Growing Report</b>	<ul style="list-style-type: none"> <li>● Remove from Agenda</li> </ul>	<ul style="list-style-type: none"> <li>● Remove from Agenda</li> </ul>
8	<b>Uniform Shop Report</b>	<ul style="list-style-type: none"> <li>● Storm damage to container, new garage door installed. \$450, not worth insurance.</li> <li>● Some leaks, mould absorbers used</li> <li>● Winter sports uniform – agreed to keep the sports jacket as part of uniform rather than allowing the big jacket for all days</li> </ul>	<ul style="list-style-type: none"> <li>● Alex to send promo for flexischools for Susan to promote in the newsletter.</li> </ul>
9	<b>Fundraising Report</b>	<ul style="list-style-type: none"> <li>● Easter Raffle – Thurs 9 April</li> <li>● Mother's Day Stall - 7 May</li> <li>● 2 x discos – May &amp; Nov <ul style="list-style-type: none"> <li>○ Term 2 - Thurs 28 May</li> </ul> </li> <li>● Plates/mugs/phone covers decorating. Daniela to manage. Link with Fathering Project</li> <li>● Book stall end Oct – align with grandparents day (school run)</li> <li>● Loftus pie drive to replace chocolate drive - July</li> <li>● Elections – none scheduled</li> <li>● Bunnings BBQ – month TBC</li> <li>● Bogan Bingo – end June</li> <li>● Trivia Night – 19 Sept</li> </ul>	<ul style="list-style-type: none"> <li>● Daniela to source dates for Bunnings</li> <li>● Daniela and Leila to review 2020 fundraising calendar and present at next meeting</li> </ul>
10	<b>Funds allocation</b>	<ul style="list-style-type: none"> <li>● Hall PA – \$3K short term, \$10K long term. on hold</li> <li>● Outdoor speakers (COLA) – \$15K roll over to next meeting</li> <li>● New pie warmer – \$300 approved to purchase.</li> <li>● Easter Raffle - \$50 approved for Daina</li> </ul>	<ul style="list-style-type: none"> <li>● Hold over COLA speakers to March agenda.</li> </ul>
11	<b>Grants update</b>	<ul style="list-style-type: none"> <li>● NA</li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>
12	<b>General business</b>	<ul style="list-style-type: none"> <li>● Introducing Primary Ethics program to the school. Alternative to religion as there is a high attendance in non-scripture. Run by volunteers, 2 day training program. Susan advised this would only be for students already in non-scripture. Nicole willing to run a class. More volunteers needed.</li> </ul>	<ul style="list-style-type: none"> <li>● Nicole to post a blurb on Facebook page – call for volunteers</li> </ul>

	<b>ITEM</b>	<b>KEY POINTS</b>	<b>ACTION</b>
13	<b>Close &amp; next meeting</b>	<b>Close of meeting:</b> 9.30pm <b>Next meeting:</b> Tuesday 24 March 2020 7pm (will not continue alternating between Tuesdays and Wednesdays)	