GENERAL MEETING MINUTES (December)

DATE/TIME: MONDAY, 2 DECEMBER 2013 AT 6.30PM

Attendance and apologies

CURRENT FINANCIAL MEMBERS:

- Lisa Kennedy
- Vanessa Phelan
- Amanda Poulton
- Sam Singleton
- Neal Johnson
- Paula Hinds
- Emma Wood
- Cindy Murray
- Victoria Carmelotti
- Bec Johnson
- Nichole Batson
- Shawn Burns
- Gina Wilson-Burns
- Rae Carter
- Mia Weber
- Natalie Hall
- Lynda Hare
- Trent Burns
- Jo Parsons
- Fiona Legzdin

Attendance: Meg Sherrit, Lisa Kennedy, Nichole Batson, Gina Wilson-Burns, Susan Hilliar, Vicki Turner, Cathy Corkett, Rae Carter, Trent Burns, Cindy Murray, Vanessa Phelan

Apologies: Paula Hinds, Sam Singleton, Emma Wood, Jenny Mison

APs left the meeting at 7.10pm

1. Minutes of the Previous Meeting
   Moved: Lisa Kennedy  Seconded: Cindy Murray

2. Business Arising from Previous Minutes
   Nil

3. Principal's Report
   • Road sealing happening in the next week or so.
   • 2014 Class scenarios put to the meeting with a number of variances. The meeting felt that straight classes in the K/Stage 1 was the preferred option and understand the higher stages need be kept under consideration based on the changing numbers.
   • Susan provided feedback that the vibe and feeling at the school is phenomenal at the moment.
   • School garden during Christmas break - Lisa and Cindy have offered to coordinate some garden care in the holidays.
   • Year Six pens will be available this Thursday.
   • Preliminary ideas around class structure and results of recent merit selection process will be circulated in the final School Newsletter.
   • Successful Stage One excursion with the only downside not enough students packing raincoats.

4. President's Report
   • Letters sent to Pavilion winners encouraging them to enter their exhibits to Nowra Show
   • Thanks to helpers for Kindy Orientation day and Grandparents Day
   • Meeting with Mr Ross and the Student Representative Council regarding their funding request and ideas around how to better work with the SRC.

5. Vice Presidents’ Report
   nil
6. **Treasurer's Report**
The Treasurer spoke to the circulated report.

7. **Secretary's Report**
Correspondence received from:
- Garath Ward MP regarding the current status of Stage Government funding
- Shoeless vouchers available at the school office.

8. **Canteen Report (final financial report circulated)**
- Financials will be closed off per the report. Future events will run via the main P&C account.
- Icy Tuesdays will continue.
- Sausage Sizzle running this Friday.
- Swimming carnival: sausage sizzle no pre-order – pay on the day very basic operation.
- Lisa Kennedy and Amanda Poulton will prepare an asset register for the canteen.

**Canteen Term 1: 2014**
It was agreed to start the canteen with basic menu one day a week (Friday) with 100% volunteer base with Cathy Corkett taking the lead for co-ordination.
- Cathy will work on a menu over the holidays.
- Vanessa to manage any financials until the AGM.
- Petty Cash float of $250 for week 1 to open in week 2.
- Cathy to write an expression of interest and information for the newsletter.

*Moved: Lisa Kennedy    Second: Rae Carter    PASSED*

9. **Fundraising Report**
- Fun Run is set down for Term 3: 2014
- Fathers and Mothers Day stalls: Mr Burns may offer it to Year Six for their fundraising efforts if it isn’t taken on by another teacher as in a class activity per 3/4B in 2013.
- Anticipated hall bookings aim for Trivia night (Friday night)

10. **Uniform Shop Report**
Takings of $5,928 for Term 4
Adult sizes to be advertised and sold at offers over $5/10/15 for shirts/jackets/cosy jackets

The P&C as the representative body of the school community voted unanimously that the “wearing of correct school uniform is compulsory at Cambewarra Public School.

11. **COOSH Report**
COOSH Sub Committee Report key items from report circulated with Agenda.
- OOSH Provider Application granted – achievement of this allows COOSH to legally operate as an education and care service and for parents at the service to be able to claim the Commonwealth’s Chid Care Benefit. Certain criteria must be met and evidence(of QIP) must be provided by 22.02.2014 to maintain service approval. Thank you to all for obtaining required information for this to happen.
- Gina & Vanessa to be reimbursed for police checks.
- Vacation Care plan for 2013/14 Christmas vacation finalised as circulated.
- COOSH Repairs – all complete and everything looks fantastic! Looking at some minor works on the veranda in the near future.
- Decking over the existing sandpit between COOSH and the hall was met with approval.
- New enrolments continue to be forwarded to COOSH for 2014.
- Emma has completed a number of forms and policies to streamline/enhance COOSH operations as well as starting on new COOSH rates and enrolment numbers in view of implementation in the new financial year (2014/15). Information to be provided to P&C for consultation and approval in the coming months.
- Staffing at COOSH is still being resolved.
**Items requiring decision:**

- Sue Cole to be offered an extension of Limited Term Employment until March 2014 to allow sufficient time to advertise and appoint a permanent COOSH Coordinator.
  
  Recruitment team Susan, Paula as COOSH rep and Emma as the P&C rep.
  
  *Moved:* Gina Wilson-Burns  
  *Seconded:* Nichole Batson

- COOSH are able to provide $5,000 to the school and the P&C therefore agree for that money to be allocated to the IT Wish List.
  
  *Moved:* Lisa Kennedy  
  *Seconded:* Gina Wilson-Burns

12. **Calf & Craft Fair - next fair 2015**
   Cindy to purchase up to 10 containers for the fair storage. Shed clean up due in the new year.
   
   *Moved:* Lisa Kennedy  
   *Seconded:* Gina Wilson-Burns

13. **General Business**

   **Fundraising Calendar**

   **TERM 4/2013**

   - 21 NOV-13 DEC Christmas raffle (28th Nov Christmas Mufti day)  
    Lisa/Gina/Nichole

   - 6 DEC 2013 Christmas Mufti

   **TERM 1/2014**

   - JAN/FEB 2014 Welcome back disco & farewell discos

   - 14 FEB 2014 7.30am WELCOME TO NEW PARENTS/NEW FAMILIES
     Breakfast 7.30 until 9.30am Week 3 Friday 14th Feb. Kids welcome
     General letter and flyers to be prepared and RSVPs required to assist with catering.
     Cathy, Gina to assist and see if Amanda or others may be available.

14. **Other Business**

   Nil

**NEXT MEETING 3 February 2014 at 6.30pm**

The meeting closed at 8.30pm.