GENERAL MEETING MINUTES 4 AUGUST 2014

CURRENT FINANCIAL MEMBERS AUGUST 2014

Lisa Kennedy  Nichole Batson  Vanessa Phelan  Emma Wood
Amanda Poulton  Cindy Murray  Gina Wilson-Burns  Trent Burns
Sam Singleton  Rae Carter  Linda Stevens  Cathy Corkett
Jamie Bodycott  Paula Hinds  Lynda Hare  Roz Phillips
Natalie Hall-Coote

Meeting opened at 6.30pm

1. Attendance:
   Trent Burns, Linda Stevens, Cathy Corkett, Gina Wilson-Burns, Lisa Kennedy, Lisa Courtney, Simone Claassen, Mel Hyam, Emma Wood, Cindy Murray, Jenny Mison, Vicki Turner, Chantelle Gardner, Jamie Bodycott

Apologies:
Susan Hilliar, Nichole Batson, Rae Carter, Amanda Poulton

Minutes of previous meeting:
The minutes were amended to include details on the LunchBox Project. The amended minutes were accepted as a true and correct record of the meeting. MOVED: Cathy Corkett  SECONDED: Linda Stevens  Carried

2. Business arising from previous minutes:
   • Update on funding for Year 2 School Lunch Box Project - $5000 application was unsuccessful. Veolia Mulwaree Trust is considering $1,000 application early August and will be notified shortly after.
   • P&C staff recruitment policy finalised and given to COOSH for inclusion in their policies.
   • P&C minutes were distributed to all on the School’s email list.

3. Principal’s report:
   NIL

4. Assistant Principals’ reports:
   • Kindy Orientation dates scheduled for 30th October (with parents), 13th November and 20 November (children only). P&C to provide tea and coffee for the day.
   • Upcoming Book week and library activities planned include:
     27 August - Readers Theatre Presentation for K-2 only
     2-4 September - Book Fair in the Library
     3 September - 9.15-10am book parade, 10-11am Classroom activities.
   • 5 September is Stage 1 excursion to Kangaroo Valley Pioneer Farm Museum
   • 8-12 September (Week 9) is Education Week. An open day is planned for Wednesday 10
September for celebrations including open classrooms for student led conferences, performance items by K-2 children and the Wakkakirri performance team, tournament of minds and a picnic lunch afterwards for parents. Tea and coffee will be provided by P&C. Wacky Wednesday may wish to do donuts and milk.

- 5th November is Stage 2 camp to Waterslea. Approximate cost for this is $280.
- A reading program (reciprocal reading) for Stage 2 children has commenced. Program is working really well with students very involved.
- Naidoc Week went off well with Aunty Grace planning to help set up an Aboriginal garden.
- An acknowledgment to parents for their assistance with Wakkakirri. Lots of excitement from the kids in anticipation for their performance. The Cambewarra Wakkakirri kids have been invited to and are looking forward to performing at the Mad Night at Bomaderry High.
- Year 6 Farewell pens to be organised by Gina Wilson-Burns.
- Grandparents day proved to be a hit last year and plans are to organise again in Term 4.

5. President's report:
- Acknowledged the resignation of Paula Hinds as COOSH convenor and thanked her for all the effort and time she gave to the position and COOSH. Paula and Emma Wood have worked continuously to improve the operation and service of COOSH. COOSH today is a reflection of their work. Further discussion needed on appreciation acknowledgements for parents and school helpers & how this will occur. Cathy Corkett to bring ideas to next meeting.
  **MOTION:** Emma Wood to take on COOSH Convenor role for the rest of the year. 
  **MOVED:** Lisa Kennedy **SECONDED:** Gina Wilson-Burns Carried
- Newsletter items need to be in to Lisa by Thursday for collation into a P&C page by 12 noon Friday. Discussed the possibility of splitting the newsletter and community news as separate files when emailed out.
- NSW P&C Federation Changes - there is a new constitution and election of councilors and delegates. Anyone wanting to nominate as a councilor or delegate needs to contact Lisa.
- P&C details have been updated on Australian Charities and Not For Profit Commission's database.
- P&C website pages still being updated. Canteen done, uniform next.
- P&C Sub-committee rules need updating.
- Changes had to be made for the Calf and Craft Fair Raffle prize accommodation voucher due to changes to its availability. **MOTION:** P&C to provide $500 cheque for accommodation part of the prize. 
  **MOVED:** Cindy Murray **SECONDED:** Gina Wilson-Burns Carried. Lisa Kennedy to send cheque and letter.
- School safety update. Following recent school communications the meeting received clarification that a group of parents had written to the Regional Director of Schools expressing their concerns with the safety of children at the school following the last lockdown. The P&C has not seen the letter. The school reiterated it is working with appropriate people and organisations to address the issues and is awaiting advice on how to manage the current situation and/or future incidents. The need to include all children in a safe and welcoming school environment was discussed. The meeting was reminded if parents have concerns with school polices, procedures and incidents then the P&C is the correct outlet through which to voice these concerns.

6. Vice President's report:
   - NIL

7. Treasurer's report:
   - Financial report for June attached. May report to be provided at next meeting.

8. Secretary's report:
• Emails from NSW P&C Federation & 2 other companies on P&C insurance
• Emails on new NSW P&C Federation's constitution
• Emails on NSW P&C Federation's upcoming elections
• Request from Meadows Swim School to provide intensive swimming lessons in December to Stage 1 & 2 at a cost of $60 per child. This would be for a duration of 10 days with 5-6 children per group, each session running for 45 minutes. Gina Wilson-Burns to follow up with Swim School.
• Request by Australian Charities For Not For Profit Commission for 2013 Annual Information Statement

9. Canteen report:
• Executive had supported the purchase of a $150 blender. Now considering 1-2 blenders at $30 each.
• Fruit and vege month running 25 August-19 September. Special foods on offer at canteen.
• Fathers Day Breakfast on Wednesday 3 September 8-9am before book parade. Sell Bacon & Egg rolls, toast with spreads, tea, coffee & hot milos at a small charge. Juice at cost. Trent Burns offered to cook BBQ.

10. Fundraising report:
• Fun Run – Collected $2,177.30, gave back $625.91, made $1,551.39. MOTION: To provide school with $450 to cover the electricity costs of $2,000 for air conditioning costs for the bottom 4 classrooms. MOVED: Lisa Kennedy SECONDED: Gina Wilson-Burns Carried.
• Fundraising meeting to be held at Nowra Golf Club this Thursday 7th August at 5pm. Discussions will be held on an outdoor cinema idea.
• Cambewarra School has been allocated the role to organise the 2015 district athletics carnival. MOTION: Year 6 to run 2015 district athletics carnival canteen as a fundraiser. MOVED: Lisa Kennedy SECONDED: Gina Wilson-Burns Carried.

11. Uniform shop report:
• In 2012 the P&C discussed reviewing the school uniform. Updating the Uniform webpage has identified that the review is still required. There is an opportunity to run a survey to seek feedback on a review and reassessment of the current school uniform. MOTION: P&C will initiate a review of the school uniform. MOVED: Lisa Kennedy SECONDED: Gina Wilson-Burns Carried.

12. COOSH report:
• Has re-signed a sustainability agreement with the Federal government to receive a funding grant.
• No June financial report for COOSH due to a new COOSH payroll and financial system being introduced. Financial report will be available in the next few weeks.
• Door locks on COOSH building have been changed to allow locks to lock from the inside instead of only from the outside.

13. General business:
Nil

14. New Financial members
Lisa Courtney, Simone Claassen, Mel Hyam and Chantelle Gardner were accepted as new financial members

Next Meeting: Monday, 1st September 2014
The meeting closed at 8.30pm