



## North Nowra Public School

### General Meeting - 6 June 2012

**Meeting Opened:** 7:05 pm

**Attendance:** Tania Hardy, Tracey-Lee Hodge, Debra Osborne, Jen Mellington, Tina Smart, Katie Kay, Jane Gilkes, David Whitehead, Jodie Gibson, Julie Ashby, Julie Gardner

**Apologies:**

**Previous Minutes:** **Moved:** Jane Gilkes **Seconded:** Tracey Hodge

**Accepted**

**Correspondence In:** P&C Journal, Donation Request - Royal Far West School, Bank Statements, Volunteer Grants, various fundraising flyers

**Correspondence Out:** Nil

**Business Arising:**

- a. **Welcome BBQ** - Renamed to 'School Community BBQ'. To be held Friday 23 July (Term 3 Wk 2), 3 pm to 5:30pm. Sausage sizzle. RSVP required by Wed 25 July (no late orders). Info to be loaded to the web site. *Sub committee formed - Jodie Gibson, Tania Hardy, Katie Kay, Debra Osborne. Jane Gilkes able to help on the day. Sub committee meeting to be held to organise details.*
- b. **Out of Bounds Areas** - Yellow lines now red; working well. Closed.
- c. **P&C / Canteen Laptop** - to be actioned using Volunteer Grants package received via email.
- d. **Drop Off Zone** - to remain for foreseeable future. Havenlee busses are creating an issue by parking in the turning circle before Havenlee gates are opened. The preference is for busses to pick up / drop off at the crossing zone at the top of Page Ave, although issues with this are no shelter at stop and to / from school.
- e. **Kinder Playground** - Not going to be revisited this year, until classrooms for 2013 are discussed in Term 4. Eating of lunches is still supervised by teachers, regardless of rumours that Year 6 are doing it. Staff suggested allowing K to access back field to provide running opportunities, as concrete is 'No Run' area. Back field access timetable to be implemented in Term 3. K playground still able to be accessed during class times (conditions permitting).
- f. **Teachers at P&C Meetings** - Invitation to teachers

to attend P&C meetings to discuss school issues to be raised at teachers' meeting on Friday 8 June.

- g. **School Access Restrictions** - General discussions regarding the hazards of placing fixed seating around the COLA, and the understanding that this will not happen. Children leaving the school grounds unattended and playing along the side of the turning circle / driveway to teacher's car park was raised. These incidents will be looked into by staff.
- h. **P&C Bank Account** - Paperwork signed, and all access requirements organised with bank. AGM minutes for account signatories to be produced. If Jane doesn't have 2012 AGM Minutes typed, Jo to type and provide to David by Friday 8 June. Warning that minutes might not be in context provided.
- i. **P&C Mission Statement** - Statements from other P&C Associations and the P&C Federation to be viewed as a reference and to provide guidance to formulate statement for NNPS P&C. Statement will go on web site. *Jodie to meet with Greg Lloyd to organise access to back end of website for uploading of data.*
- j. **Canteen Debit Card** - On the way, expected to arrive within the next week (by 15 June). Closed.
- k. **Canteen Manager Duty Statement** - job advertisement from local paper and school newsletter located. To be used as a basis for Duty Statement.

**Treasurers Report:**

Nil produced. Jane unable to attend school during school hours, and no laptop yet available to enable information to be taken home. Laptop a necessity. Greg Lloyd contacted, still waiting for a response. Quotes to be obtained. J Gardner suggested contacting Arnie Bowden, who purchases PCs for schools.

**Action:** David to contact Mr Bowden re: purchasing a laptop for NNPC P&C.

**Principals Report:**

Report tabled.

Additional discussions to points below:

- a. **Student Welfare Worker** - Although Bay & Basin Community Resources nominated as lead for funding purposes, the school is looking at the qualifications of the YWCA, which may be a better fit for the school. It is hoped that the position will start in Term 3, and the worker will attend P&C meetings, handle welfare Case Management, and run Group

programs (eg: Boys2Men).

- b. Privacy Issues - Approval required for anyone in the school community to have their name / photo mentioned in connection with anything for the school in any form of media.
- c. Discussed further at Business Arising (point e.)
- d. Aboriginal Education Committee - Ms Ashby apologised for not bringing notification of the formation of this committee to the P&C before it was set up.
- e. Norta Norta - An aboriginal person is assisting Yr 4 and Yr 6 students that have not met the minimum standards required by NAPLAN.
- f. Speaking Competition - Still ongoing in the school, no finalists decided. High standard from all competitors, with some surprising and pleasing outcomes. Finalists (chosen later in the week) will compete at Illaroo Rd Primary School on 15 June. Debating will be included in 2013 competition.
- g. Parent Teacher Meetings - School reports to go home in Week 9.
- h. Anti-Bullying Plan - What is currently in print doesn't match what is being implemented in the school. New policies will be based on Department information and Best Practice.
- i. Staff Development Day - Monday of Term 3 Week 1 (16 July).
- j. Team Leadership Program - Held on same day as Term 2 Presentation Assembly - 25 June.
- k. Every Student, Every School - Prompted by anti-discrimination legislation, this is a program to improve support for students with disabilities in any school.

**Moved:** Julie Ashby

**Seconded:** Tania Hardy

**Accepted**

**Canteen Report:**

**Parent Helpers** - There are issues with parents not turning up for canteen duty. Might result in closure of the canteen one day a week.

**Coles account** - has a limit of \$1000 / month - this limit is consistently being reached (due to increased purchases and price rises). Options to manage include payment part way through

month, or increasing limit (can this be done over the phone?)

**Motion:** The Coles account limit be increased to \$1500.

**Moved:** Jodie Gibson                      **Seconded:** Tracey Hodge

**Approved.**

**Action:** Tina to ring and arrange account increase.

**Fruit&Veg Supplier** - Strict 7 day account terms. Cheque to be done and sent for outstanding payments by close of business 7 June.

**Uniforms -**

- a.            Jackets are about to come in.
- b.            Large School bags - Waterproof from Midford, can be purchased for \$33, sell for \$40. Interest to be gauged from school community before order placed.
- c.            Microfibre track pants - Midford brand. - sell through school for \$25 to \$28. Minimum order quantity 25. Still waiting on response from Daylight.
- d.            Anomalies in Uniform List. To be investigated and rectified.
- e.            Microfibre sports shorts - sell for \$15, embroidered with school initials (ie: NNPS). Slightly more to embroider with logo. Minimum order quantity 25.
- f.            Ordering of track pants and shorts - pre-order form? Quantity, size, and deposit required. Delivery times approximately 7 days, a little longer if embroidered.

**Fundraising:**

**Mother's Day Stall** - made approximately \$1500 profit.

**Fathers Day Stall** - Products being looked at now for pre-orders. What sort of budget applies?

**Motion:** A budget of \$500 be set for the Father's Day Stall.

**Moved:** Katie Kay                              **Seconded:** David Whitehead.

**Approved.**

**School Disco** - Proposed for Term 3. Staff / teacher assistance to be gauged.

**Natural Bark Pictures Kit** - Produced by Debra Osborne. There

are 3 pictures per kit; the kits can be used as a fundraiser for the school. Options include a stall; splitting one kit between 3 children / people; Hold a school art show, the bark art as the display pieces. Kits retail for \$20, but would be sold to the school for \$15 each. Some kits and finished pictures will be on display at the BBQ.

#### **General Business:**

**Royal Far West School, Manly Donation Request - Denied.**

**Awards** - To be presented at the end of term assembly. One award per stage. Teachers to be asked to decide on recipients (at staff meeting). There are four prizes donated, but 5 stages at the school - Early Stage 1, Stage 1, Stage 2, Stage 3, and MC classes. The P&C will cover the 5<sup>th</sup> award to the value of \$20. Names of children will be required beforehand for certificates / vouchers.

**Updates to School Web Site** - Jodie to arrange a time to sit down with Greg Lloyd to obtain username and password to enable P&C content to be added to school web site.

**School Booklet** - Suggestion to include lyrics to school song.

**'Year 6 Farewell Gift' Account at School** - currently contains approximately \$12000. Proposal in 2005 for money to go towards boards in hall with school song on them - this still hasn't happened. Can the money be used for this? Also, school honour boards still need to be updated.

**Assembly Awards** - Possibility of parent notification for children getting an award? This is not always possible, as awards don't get decided on / signed until day of assembly.

**School Banking** - 75 kids registered, with between 50 and 60 children banking \$250 to \$350 each week. The school has raised \$27.50 in the first  $\frac{1}{4}$  - \$5 per child registered, plus 5% of all deposits.

**Volunteer Grants.** Refer Business Arising, c. If possible, the laptop is to be purchased and any grant money used for reimbursement.

**Funding / Donation Commitment for 2012** - Clarification required for what funding the P&C approved from 2012 that has been included in the school budget. Funding in question per note provided (tabled), as well as a \$300 stationery budget for the front office. Previous minutes to be checked for dates /

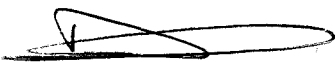
approvals of these allocations.

**Action:** Jodie to provide list of table / approval dates for P&C commitments from previous minutes (back to 2010) for next P&C meeting.

**Next Meeting:** 18 July - Special General Meeting to finalise details of Welcome BBQ and discuss any urgent business.

Next regular meeting - 1 August

**Meeting Closed:** 9:35 pm



D. Whitehead  
President