



North Nowra Public School P&C

General Meeting - 6 March 2013

- Meeting Opened:** 7:50 pm
- Attendance:** Tania Hardy, Tasha Adams, Melanie Drury, Jodie Gibson, Erin Cioccarelli, Natalie Stephanidis, Donna Stubbs, Julie Ashby, Catherine Cross, Tracey-Lee Hodge, Jodi Bruton, Jenny McCarthy, Tina Smart
- Apologies:** Nathan Edwards, Jane Gilkes
- Previous Minutes:** **Moved:** Jodie Gibson **Seconded:** Tania Hardy **Accepted**
- Correspondence In:**
- Fundraising
 - Bank statements
 - Charities Commission - Update Letter
 - P&C Federation Mail Out Pack
 - P&C Journal
 - Council of State Schools -
 - Invoice - T Smart for P&C Accounts
- Correspondence Out:** Nil
- Business Arising:**
- a) **Collection Policy actions** - carried out. CLOSED.
 - b) **Accounting Software Reimbursement** to Tina Smart.
 - **Action:** Issue of cheque to be confirmed - might be waiting on change to account signatories. (Jodie Gibson)
 - c) **Canteen Manager Wages Review** - ongoing
 - d) **Easter Raffle** -
 - Constant reminders to kids to bring in eggs to happen.
 - To be drawn at Easter Hat Parade on 28 March;
 - Help needed to wrap baskets / eggs;
 - Prizes for sealing most tickets per class - 13 classes. P&C to provide these prizes.
 - **Action:** Jodie to purchase eggs for these prizes
 - e) **AGM Nomination Form** - carried out. CLOSED.
 - f) **'Nitbusters' Info** into Newsletter - ongoing
 - **Action:** Julie to place into school newsletter
 - g) **Breakfast Club** - Being coordinated by Mrs George.
 - 3 volunteers required to help.
 - Ms Corbyn not able to get support from Red Cross, but looking at other options. Church group involvement was suggested.
 - Looking to start on Thursdays, with date to be advised.
 - Bread still being provided by North Nowra Bakery.
 - **Action:** Tania to mention church involvement suggestion to Ms Corbyn
 - h) **Visitors Passes** - ongoing
 - i) **Anti-Bullying Policy Information Distribution** - carried out. CLOSED.

j) **Activated Dance groups** - ongoing. Natalie talked to them, gave them school contact details - they were going to get in touch.

➤ **Action:** Natalie to follow up.

Treasurers Report: Tabled.

P&C Account - \$23688.18 (Cheque for \$46.85 to be drawn against)

- Income \$4.04
- Expenditure \$NIL
- Profit \$4.04

Canteen Account - \$7930.26

- Income \$9104.40.
- Expenditure \$6850.28
- Profit \$2254.12

Principals Report: Tabled.

a) **Thanks** to Jenny from support unit for being here. Indigenous acknowledgement; Thank You to outgoing P&C, and welcome to new P&C.

b) **School Annual Financial Statement** provided.

c) **Voluntary contributions** to be considered by the P&C for 2013. To be discussed further at *General Business*.

d) **Current enrolments** at 262 - anticipated staffing maintained.

e) **School Self Evaluation meeting** - Tues 26 March (note that the Principal's Report tabled states Feb - corrected by Secretary). P&C representative required. Agenda includes review of 2012 Annual Report and establishing the evaluation plan / cycle for next 3 years.

f) **Student Welfare Worker** - Report Tabled. Grant coordination request - to be discussed further at *General Business*.

g) **Staff Development Days** - First TWO days of Term 2 only, for preparations for implementation of new English syllabus in 2014.

h) **Additional item not included in tabled report** - Email message from Director General, DEC -regarding "Great Teaching, Inspired Learning - A Blueprint for Action" (a reform plan to lift the quality of teaching across the life cycle of a teachers career).

Moved: Julie Ashby **Seconded:** Tracey-lee Hodge **Accepted.**

Canteen Report:

a) In absence of Canteen Manager, next meeting of canteen sub-committee set for Friday 15th March at 2:30 pm in the canteen.

b) Discussions with Canteen Manager on her arrival identified this date / time is not possible due to prior commitments. Meeting changed to Friday 22 March at 2:30 pm in canteen.

➤ **Action:** Jodie Gibson / Julie Ashby to include in newsletters and on web site.

Fundraising:

- a) **Mother's Day Stall** - Some items ordered - approx. \$200 worth.
 - Proposed date of Wed 8 or Thurs 9 May, (between start of school and recess).
 - **Action:** Jodie to check with Katie - what's been ordered from whom
 - **Action:** Jodie and Julie to include in newsletters, requesting donations.
 - **Action:** Julie to check on hall availability to confirm date.
- b) **Easter raffle** - discussed at 'Business Arising from Previous Minutes'.

General Business:

- a) **Bullying** - 15 March - Anti-Bullying day. Activities being organised by Mrs Piggott.
 - Discussions regarding:
 - Relationships - not just between students, but also for adults.
 - Parents feeling uncomfortable during conversations with other adults in the school - Julie asked that these people be referred to her in the first instance, and if possible to let the other person know that you are feeling uncomfortable. It was acknowledged that this is a very difficult thing to do.
 - There is the impression that bullying is rife in the school. It is thought that it is not so much bullying, but anger management and conflict resolution that are the problems, and this is being addressed.
 - b) **Fundraising Schedule for 2013 (until next AGM):**
 - March - Easter Raffle (28th)
 - May - Mother's Day Stall (8th or 9th)
 - June (end of term 2) - Movie night (21st)
 - July / August - Family games day and BBQ. To be discussed with teachers and date identified.
 - August - Father's Day Stall (last week);
 - November - Disco (22nd)
 - December - Christmas Raffle (drawn at end of year assembly - date to be advised).
 - Feb 2014 - Welcome Back BBQ (21st)
 - **Action:** Jodie to include schedule in P&C newsletter.
 - c) **Payment to Tina** for sorting out P&C and Canteen treasurer accounts for 2012 in her own time. Invoice tabled.
 - **Action:** Cheque to be written upon update of P&C account signatories.
 - d) **Display Boards** - School purchasing one, does P&C want to purchase another to display uniforms etc outside canteen?
 - **MOTION:** To purchase lockable notice / display board for the canteen / P&C.
- Moved:** Tina Smart **Seconded:** Tracey-Lee Hodge **Approved.**
- **Action:** Tina to liaise with Janet for purchase of

notice board. P&C will pay half of invoice cost.

e) **Kindergarten child collection** - Question from parent regarding concerns over their K child being at front gate instead of at classroom. Children supposed to be held at class until collected by parent.

- **Action:** Julie to follow up with Kindergarten teachers re: retaining children until collected from class by a parent.

f) **Voluntary Contribution** (from Principal's Report) - Discussion around terminology - settled on 'Education Support Contribution'. In 2011 it was \$30 per child / \$50 per family. In 2012, we had 'Book Pack'. Decision:

- "Education Support Contribution". \$25 for 1st and 2nd child, families of 3+ children capped at \$60.

g) **Student Welfare Worker ClubGRANT Program** (from Principal's Report)

- **MOTION:** Support / cooperation of P&C to pursue ClubGRANT and fill in application.

Moved: Tracey-lee Hodge **Seconded:** Tania Hardy **Approved.**

- **Action:** Julie to let Ms Corbyn know that motion passed by P&C, and that Jodie Gibson is happy to help formulate submission and fill out application.

h) **Photo Fundraiser** - Proposed for early Term 4. \$20 per family group - all proceeds go to P&C. Jodie offered to coordinate. Discussion about date - proposed Saturday 26 October, pending availability.

- **Action:** Jodie to book photo fundraiser for early Term 4, and also check on possibility of extended family packages.

i) **Year 6 / Kindy Buddies** - when will it start?

- **Action:** Julie to check when 'buddies' will start.

j) **Creative and Performing Arts (CAPA) Groups** - Are they being held again this year?

- Being held Friday afternoons;
- Mr Williams / Mrs George trying to work out how band members can be involved as well - band rehearsals to be held during lunch times.
- Working towards end-of-year concert.

k) **Southern Stars** - Discussion re: wording of announcement in Week 6 newsletter - concern it will be interpreted that P&C don't want to support it because of the cost. Decided that it would be confusing to try to provide clarification now; if anyone concerned, please send them to Julie or P&C for clarification.

l) **Recess and lunch supervision for Kindy** - Concern that kids aren't being supervised for eating and then coming to canteen with large amounts of money, not necessarily theirs.

- Julie informed the P&C that teachers are rostered on to supervise K-2 and 3-6 groups for eating. This will be reiterated to

teachers.

- **Action:** Julie to reiterate eating supervision requirements with teachers, and follow up with kindergarten classes re: money to be brought to school

m) **Monday Assemblies** - Question re: moving time from 12:30 pm 9:30 am, as it is hard to fill in time between end of assembly and end of school (taking kids home early is discouraged).

- School looking at possibility of having lunches with parents after assemblies, then doing parent workshops after lunch.

Also asked if advance notification could be provided when children are getting assembly awards.

- This is not always possible, as sometimes awards aren't decided until day of assembly.

n) 'Pat the Dog' from Commonwealth school banking was at school on 27 Feb. He was very popular.

Next Meeting: Wednesday 3 April, 7 pm

Meeting Closed: 9:30 pm

Tracey-lee Hodge
President.

T. Hodge