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| Public School  Parents & Citizens Association | MINUTES  **14 November 2012** |

Meeting opened at 7:35pm.

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| **ITEMS** | | **MINUTES** |
| **1. Introductory Matters** | | |
| Welcome & Recording of Attendance | | Paul Le Mottee, Sally Ross, Tracey Morris, Allison Richards, Craig Partridge, Karen Forsyth, Jim & Melanie Meredith, Carly Clarke, Shawn Armitage, Rebekah Flynn, Robert Carney P & C President HRH |
| Apologies | | Kerri McCaw, Karen Codrington, Rebecca Muddle, Caitlin Moroney. |
| Minutes of Last Meeting | | The minutes of the previous meeting be taken as read and moved as correct. Moved S Ross. Seconded T Morris. CARRIED. |
| **2. Reports** | | |
| Principal | | Craig Partridge reported:   * **What’s Happening** - Overview of November events from website. * **2013 Possible Class Organisation**   9 classes  K-18 K/1-20 Yr1-22 Yr2-22 Yr2/3-23 Yr3/4-27 Yr4/5-26 Yr5/6-27 Yr6-27  8 classes  K-20 K/1-23 Yr1/2-25 Yr2-25 Yr3-28 Yr4/5-30 Yr5-30 Yr6-31  These figures are based on 212 students. Using the staffing formula this equates to 8.0877 which rounded up to the next whole number is 9 classes.  We are still unsure if Mrs Maier is returning or if we can keep our temporary position that Mr Padmos currently holds.   * **Seaham Starters** – Our first three sessions have been really positive. Each time we have had over 20 parents attending. Our sessions have included information on literacy, numeracy and student welfare. On our final session on the 26th of November we are hoping to tour the canteen and hear from one of our canteen members. * **School Wish list for Woolies** – I had fun spending all the money. Each teacher was given a budget for classroom supplies. If needed I can send Melanie a copy of our order to attach to our meeting minutes. * **P&C A-thon** – We need to sort out times and organisation for our Athon. Canteen members were also wondering if parents were coming and whether canteen was needed. * **Scholastic Computer Offer** – I have tried to investigate the 2 for 1 offer without too much success as scholastic couldn’t tell me too much and because they were not DEC our computer person could not support them. We are still keen; however I am also investigating the cost of purchasing a set of iPads. Mrs Dybell is liaising with a colleague at Shoal bay who is using them to see what costs are involved and whether it can fit into our budget. |
| Treasurer | | A Richards advised:  The current balance, as per the statement is $8887.87 plus the approx. $21,000.00 Term deposit. The term deposit matured on 8/11/12 and Allison has compared the rates between the CBA and the Holiday Coast Credit Union. It will be locked in for 3 months at 4.25%. A motion to do this was moved by P Le Mottee and seconded by T Morris. CARRIED. |
| Canteen Committee | | Karen Forsyth reported:  The AGM has been held and they were unable to form a committee. There are no incoming office-bearers. We discussed having a paid supervisor but it is not financially viable. We discussed the possibility of limiting Office bearers to a 2 year term so people knew there was a finish to their commitment.  The toddler room has now been painted by Karen Forsyth with paint donated by H & D Timber & Hardware at Heatherbrae. They also donated materials for a chalkboard in that room. Karen also has a baby gate and the Crawford family have kindly donated a lounge. Karen Codrington’s family are assisting with removal of the piano to the school Hall. Carpet Court donated linoleum for the room.  The Canteen committee have organised for Karen Forsyth to speak at the Seaham Starters orientation day and further orientation time in the Canteen for willing helpers can also be arranged.  Paul Le Mottee moved a motion that the Canteen hold a further AGM in December, the P & C sends out an email to their school parent list and a colourful stand-alone note is sent out to the school parents to alert people to the crisis in maintaining the Canteen for next year. There is also to be a notice in the newsletter and a mention in Craig’s column. Seconded C Clarke. CARRIED.  Thank you from the P & C to all outgoing office bearers for a job well done. |
| Uniforms | | Carly Clarke reported:  Carly requests approval to spend $1000.00 on uniforms. Moved C Clarke. Seconded P Le Mottee. CARRIED. |
| Correspondence | | T Morris advised:  Outgoing correspondence:  Nil.  Incoming correspondence:   * Robyn Parker acknowledges receipt of our letter re Flashing lights and she has forwarded it to the Minister for Roads. * Holiday Coast credit union. * Fundraising brochures. |
| **3. General Business and Other Business Arising** | | |
| Garden update | Rebekah Flynn reported:  The Civcon quote is for $8515.00 and this includes the purchase and positioning of two tanks, one slimline tank next to the sports shed at the head of the trickle stream and one underground tank at the foot of the trickle stream. It also includes connecting the tanks to each other and to the roof on the sports shed and to overflow into the drain outside of KL. It also includes a pump for the lower tank. Civcon will also do the dish drain excavation for the trickle stream. We have $5400.00 from the Hunter Water grant obtained by Kerri McCaw towards the Civcon bill. A motion was moved to approve the expenditure of the amount beyond the Hunter Water grant to pay Civcon when required and a further expenditure budget of $2500.00 for formwork, reinforcing and concreting of the trickle stream. Moved K Forsyth. Seconded P Le Mottee. CARRIED.  The works are planned for January. Shawn Armitage is to talk to concretors, Melanie Meredith will contact Paul Taylor of Glen Oak, a school parent, to see if he will quote on the concreting and Rebekah Flynn will speak to Brad Legatt further about the cost of fencing the area when the works are being carried out. | |
| Tennis Court | Kerri McCaw is applying for a Community Grant. | |
| Woolies Earn and Learn | See Craig Partridge’s report above. | |
| A-thon | We discussed the timing of the day and decided with Craig Partridge on a 12 noon assembly, a picnic lunch and then the A-thon at 1:30pm until 3pm. The kids are to wear their house colours and activities will be held in house groups. | |
| Swimming Scheme | Liz Akerman has sent an email to the P & C and Kerri McCaw and Craig Partridge have spent some time discussing the ideas Liz has raised. It is a school issue and Craig will speak to other schools and his executive staff. Liz’s son, Duncan, has been attending swimming for school sport at another Primary school for a full term with transport by buses. Liz has found it to be a very good program. It would be quite expensive for our students as we use seat belted buses. | |
| Drainage in Still Street | Paul Le Mottee is still to speak to the people at Council. Craig Partridge is to take come photos of the area to assist Paul. | |
| Flashing Lights | Robyn Parker has now responded to our letter on this issue.  **Action item**: K McCaw to make appointment with Robyn Parker to follow up on this issue. | |
| Sand pits | Craig Partridge does not have a quote yet. | |
| Bus Safety advisory committee | Tracey Morris has received some information that there is a 10 year plan for the phasing in of seat belts on school buses. | |
| Interactive Whiteboards | See Craig Partridge’s report above. | |
| Hunter River High report from their president, Robert Carney | * They need some of our Year 7 parents in 2013 to volunteer to assist in the Canteen. * School attendance is up and suspensions are down. * Commendations are up. * All staff use iPads and the school has Wi-Fi. * The construction class are building cubby houses and giving them to the feeder schools. We will receive one which can go in our new garden. * The HRH P & C meets at 7pm in the school Library on the 4th Tuesday of each month. | |
| Agenda items | Any items for inclusion in the agenda should be emailed to Kerri McCaw on [gav\_kez@optusnet.com.au](mailto:gav_kez@optusnet.com.au). Please note there is an underscore between gav and kez. | |
| Authority to Sign Cheques | Kerri McCaw $146.64 for iPod shuffles for A-thon.  Kirsty Johnson & Belinda Roberts $120.00 for patterns for school uniforms.  Tracey Morris $50.84 for postage costs.  All moved by R Flynn. Seconded S Ross. CARRIED. | |
| Next Meeting | Wednesday the 12th of December 2012 at 6:30pm at Paul Le Mottee’s for our Christmas party. | |

Meeting Closed at 8:57pm.