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| Public School  Parents & Citizens Association | MINUTES  **18 July 2012** |

Meeting opened at 7:40pm.

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| **ITEMS** | | **MINUTES** |
| **1. Introductory Matters** | | |
| Welcome & Recording of Attendance | | Kerri McCaw, Caitlin Moroney, Rebecca Muddle, Tracey Morris, Allison Richards, Craig Partridge, Shawn Armitage, Jim & Melanie Meredith. |
| Apologies | | Paul Le Mottee, Karen Codrington, Rebekah Flynn, Carly Clarke |
| Minutes of Last Meeting | | The minutes of the previous meeting be taken as read and moved as correct. Moved T Morris. Seconded K McCaw CARRIED. |
| **2. Reports** | | |
| Principal | | **Enrolment Policy** - I needed to update our enrolment policy as department policy is very broad and has some grey areas. Seaham has a reputation of being a lovely area with positive school results so phone calls have been increasing regarding out of zone enrolments. According to the department policy parents can choose an alternate school if they have a valid reason.  **New Sandpits**– I hit a hurdle when I attempted to order the new sandpits. The firm who made our sandpits in the new area have gone out of business. At this stage I haven’t sourced any others.  **Literacy organisation** – I have started looking at our reading resources and making sure that what we do have is levelled correctly and accessible to teachers. Part of our plan is to ensure all students are levelled and reading at their instructional or correct level. We now have a data collection space on our shared computer drive. This assessment collection will include their reading level and maths assessment as well. I will be supporting guided reading in the classroom and working with our teachers to analyse each student’s reading. We need to purchase new books for our beginning readers. Sets of books (PM) in levels 1 – 6 to support our early literacy program.  **Technology** – Parents and Community page added to newsletter. Minutes from each meeting will be attached. Will liaise with Kerri regarding P&C info to add. |
| Treasurer | | A Richards advised:  The current balance, as per the statement is $36528.75 which includes the term deposit in the amount of $19990.00.  Still in the process of closing the CBA account. The term deposit matures on 8.8.12. A motion was moved to roll it over for another 3 months. Moved S Armitage. Seconded A Richards. CARRIED. |
| Canteen Committee | | No report. |
| Uniforms | | Carly Clarke reported prior to the meeting that all is going well with Uniform sales and that she has given Allison monies for banking and accounts for payment. |
| Correspondence | | T Morris advised:  Incoming correspondence:   * Local Schools, Local Decisions information has been sent to the P & C for anyone who would like to read it. Some schools have been chosen for an initial trial but we are not one of them. * Hunter River High School P & C have written to ask if we would like a rep from their P & C to come to each of our meetings. Tracey or Kerri will speak to the HRH P & C to discuss this further. * P & C Insurance renewal. The cost is $938.00 to renew the same cover. A motion was moved to continue with the same level of cover that we had last year. Moved K McCaw. Seconded J Meredith. CARRIED.   Outgoing correspondence:   * The Insurance payment will be sent shortly. |
| **3. General Business and Other Business Arising** | | |
| Sensory and Interactive Garden | The consultant, Tash, from Inspired EC attended the meeting and did a presentation on her design for our future garden and interactive play area. Tash will send us an electronic copy of her work that we can circulate. The main feature is to be a trickle stream running diagonally from the sports shed to the bottom corner near the KL end of the garden. It is envisaged this would be built of concrete with rocks and pebbles pushed in all over the wet concrete to create a river bed look. It would be about 60cm high and about 30cm wide and have a v-drain along the centre with water running at a depth of about 1cm. There would be the odd pebble in the drain surface to create interesting water movements. The water would come from the sports shed roof, across an arbour and then into the stream. At the far end of the stream there would be a pond with a submerged pump and a large rock completely covering the pond. The pump would be turned on and off so it just ran during school hours and it would allow the stream to keep flowing through the day. The pond would have an overflow under the existing path into the drain running along outside of KL. The arbour would provide access for kids at the undercover area end of the trickle stream. Adults would be able to step over the stream at any point.  All elements of the garden will allow for good visibility for supervision. The other elements include:   * Sawn circles of timber creating pathways (referred to as timber cookies) * Timber mushroom stools for seating * A cane archway/tepee type structure that kids could sit in but they would still be visible * A large open ended construction area with poly pipes, tyres and other larger pieces of equipment to allow imaginative play * A Marble Zone which consists of a low table with stumps around it as stools and a nearby outdoor blackboard that can be used for scoring or drawing * A low curving wall that can be used for marbles, cars, etc * Native plants with a focus on interesting plants such as ones with seed pods that rattle * Other child sized seating * The existing trees would be kept but everything else would probably go. * Murals on the sides of the sports shed and garage.   Tash can handle our project in many different ways. She can do anything from full supervision including organising everything to just assisting us to completely manage our own program drawing on the resources and skills of our school families. It would be out of our reach to have the project fully managed and we will be trying to bring it to fruition for as little as is reasonable but we need a plan. We have asked Tash to email the cost involved for her to create a schedule showing each element with an approximate costing and a list of the resources and skills needed. We will then vote on how she should proceed. | |
| Mural on end of Library wall | No further action at this stage. | |
| Drive in movie night | Still in planning stage. | |
| Woolies Earn and Learn | Tracey Morris and family have been working hard sticking stickers onto sheets. We already have over 62,000 stickers. The stickers are due in to Woolies by 31.8.12 with our wish list. Tracey will liaise with Craig Partridge to work out what to request. It is thought we will have achieved as much as four times the dollar value that we reached last time we did this program. Thank you to everyone who has collected stickers. | |
| Coles | We already have 2,200 vouchers. | |
| Fundraising | Birthday cards: The fundraiser has now raised $1100.00 and there are 8 boxes of cards not yet returned.  Tea towel fundraiser: We have orders for 102 tea towels with a reminder going out with the newsletter tomorrow. Orders must be in by Friday. Tracey will then email the P & C so we can vote electronically on the number of tea towels to order. It is thought this will be 200 plus we will receive 25 free tea towels. The tea towel design looks fantastic. Well done to Tracey, Kerri and the school teachers and staff for all of their hard work and organisation.  Aladdin: Shawn is happy to proceed with choc tops but he is seeking further information on the numbers of likely ticket sales and the availability of freezers. Kerri will put a notice in the newsletter re the freezers. Shawn thinks we need two chest freezers. Shawn will also organise popcorn and drinks. Thanks Shawn. | |
| Sand pits | Craig Partridge has discovered that we can’t get the sand pits that we had chosen but he is going to find another suitable supplier. Thank you to Gavin McCaw who removed the sides of the old sand pit during the holidays. | |
| Rope Bridge | The rope bridge from the existing play equipment to the new activity net has been quoted at $2700.00. It would be 3m long and built as a suspension bridge all made of rope. Craig is going to check the price with the supplier. We are considering whether to go ahead. | |
| Fathers’ Day Stall | There was a discussion about next year perhaps starting again to alternate with the school so we might do Mothers’ Day and the school does Fathers’ Day or vice versa which gives the kids the opportunity to make something as a gift. A motion was moved that we do the Fathers’ Day stall this year as we have in the past and that Kerri is asked to go ahead with an order. Thank you to Kerri. As always this is not a fundraiser and will be run on an approximately break-even basis. Moved R Muddle. Seconded C Moroney. CARRIED. | |
| Aladdin | Shawn has requested that the P & C make available up to $300 to allow Shawn to create the illusion of a flying carpet if Mrs Feenan and Mrs Millburn are happy with the concept. This was moved as a motion by K McCaw and seconded by T Morris. CARRIED. | |
| 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 | * LW Reid $8052.33 for Uniforms. * P & C Federation for the Insurance renewal $938.00   Moved by K McCaw. Seconded C Moroney. CARRIED. | |
| Next Meeting | Wednesday the 8th of August 2012. | |

Meeting Closed at 9:30pm.