

**North Cottesloe Primary School
P & C Association Inc
MINUTES**

General Meeting held on Monday 12th March 2018 at 7:50pm

1. Welcome and Apologies

Wayne Press, Louise Cramer, Jean Perkins, Jack Newall, John Livingston, Simon Renwick, Christy Vukman, Caroline Owen, Celia Patrick, Mark Goodlet, Amanda Lamp, Camilla Rea, Kirsty Barrett, Mark Powell. Tess McPherson

Apologies - Jodie McIntosh, Sonja Heath.

2. Approval of Minutes of General Meeting held on 28 November 2017

Motion: that the minutes of the General Meeting held on 28 November 2017 be confirmed as an accurate record of that meeting.

Moved by Caz Owen and seconded by Louise Cramer. Minutes approved

3. Matters arising from previous minutes

4. Office Bearer Reports

4.1 President -No President Report

John Livingston newly elected President introduced himself.

20 Years with APRA regulating Banks, Super Funds etc with experience in strategic planning etc.

John was very happy to see so many at the P&C meeting and is looking forward to the new role

4.2 Treasurer

P&C Financials

Jack Newall advised that the P&C accounts are well funded for the year ahead

- We continue to maintain a "rainy day" account for emergencies of \$20,000

- The main account has a current balance c.\$145,000

- less unpaid invoices of an estimated at \$5,000

- Less amounts "in-principal agreed" for 2018 donations to the school of \$120,000 (approved at Oct 17 meeting)

- Puts the P&C in a position of having spare \$20,000 unallocated

The 2018 contributions and fundraising to be raised in 2018 will be applied to the 2019 school year.

An amount for donations in 2019 and the areas in which it is to be spent will be approved in-principle at the last P&C meeting of this year and communicated to the school.

Jack's position as Treasurer is likely to be somewhat impaired due to other commitments in the coming 12 months. A School mother has very kindly indicated willingness to take over the treasurer roll. This will be

confirmed shortly and a handover process done from the end of March with a vote of the P&C on the replacement of Jack Newall at the next P&C meeting. More news to follow.

Wayne Press \$300 to be provided for ride to school breakfast.

It was suggested we should apply to Cottesloe Council for a grant for walk to school breakfast or IGA Eric St Community Chest.

A reminder when purchasing groceries at IGA Eric Street to ask staff to put it to North Cottesloe Primary school and a percentage it donated back to the P&C

Motion: to approve funding for ride to school breakfast of \$300. Moved by Celia Patric and seconded by Kirsty Barrett Motion unanimously approved.

5. Principal Report:

This year at North Cottesloe we have already we have seen:

- An increase to the Scientist in residence program (funded by the P&C) where each student from year 1-6 will receive 8 science and 6 robotics sessions from qualified scientists through Science Bites. This is scheduled over the year as follows:

Science (Mondays)	Robotics (Wednesdays)
Term 1 Year 3	Year 5, 5 /5 & 6
Term 2 Year 4 & Year 1	Year 1 /2 & Year 2
Term 3 Year 1/ 2 & Year 2	Year 4 & Year 1
Term 4 Year 5, 5/6 & 6	Year 3

- The implementation of “Leading Effective Writing Improvement” program across the school. In term 4 of 2018, 4 staff attended intensive Professional Learning in this area to enable us to target this area effectively. This was a key focus during our School Development days before the commencement of school this year and will be an ongoing focus at staff meetings throughout the year. We will be provide further information about our consistent writing approach in futures newsletters
- PATs assessments for Reading and Maths. This provides specific data to show where students are in their learning and to allow staff to plan for improvement. Re testing in term 4 will show progress. PATs Science will be held in term 3.
- Another focus for the school is about making learning viable for students through learning intentions for students, goal setting and feedback. These will be key elements in classrooms this year and into the future.

Business Planning

Currently work is being undertaken by both staff and the School Board to develop our Business Plan for the 2018 -2020 period. The Business Plan outlines the Vision and Values for the school; our key objectives and focus areas; the strategies to achieve these; and the targets and milestones to measure our progress. This will be ready for publication early next term.

School Values

The school staff and Board have endorsed the values of Excellence, Respect, Integrity and Care (ERIC) as the key foci for our school. Teachers are explicitly teaching these values in classrooms and promoting them in the playgrounds. We are pleased to announce that Naomi our chaplain from 2017 is again with us in 2018 and will provide further assistance across the school in promoting our values. Aussie of the Month will focus on a specific value each month. Our current focus is on Respect.

Welcome Sundowner

The P&C Welcome Sundowner was a great success. At the sundowner, our year 6 students ran range of small activities and games for children (and those young at heart adults) to participate in. Proceeds from the activities will go toward the year 6 camp and other activities.

Year 6 Camp

I had the great fortune to attend the year 6 camp to Point Peron during the week. This was a fabulous experience for our students who excelled in many of the activities, but were also asked to push themselves in a challenging but safe environment.

Whilst on camp, the students were able to practice being responsible for themselves and their actions whilst showing care and respect for others and their surroundings.

I was really impressed to see how our students grew, particularly when trying new and different things which may have been a bit out of their comfort zone. It was an exhausting but rewarding experience for everyone. I would like to thank the staff who gave up their time to organise and attend the camp, Dr Wake and Mrs Brown.

Swimming Carnivals

Our junior and senior swimming carnivals were a great success. Students were actively involved and staff and parents worked together to make both carnivals really enjoyable. I would like to thank Mr Stubbs for all his work in organising these along with the staff who assisted at the trials. I would also like to thank the huge band of parent volunteers who worked with us to make both the junior and senior carnivals great experiences for our students.

A special thanks to Teresa McPherson for providing her expertise as our starter at both the trials. Training for the interschool squad will commence shortly .

Ride to School Breakfast

In encouraging our students to use active transport in getting to and from school and in promoting safe bike riding, we will be hoisting a Ride to School Breakfast on Friday 23 March. On the Moring, we are encouraging students to ride and soot to school safely. There is a helmet decoration competition and prizes will be given for the most creative designs. The breakfast is once again provided by the P&C who actively support our push to have more using active transport in travelling to and from school

Thank you to the P&C for their ongoing support of our school.

6. Sub Committee Reports

6.1 Community Service - no Report

6.2 Fundraising

- Splash & Dash to report
- Film Night Term 2 - Miranda Renwick
- Scitech – Kirsty Barrett happy to co-ordinate
- Fundraising Target \$50,000

John suggested we have a calendar for all events/fundraising etc – Camilla to action

6.3 Sport

Camilla advised a breakfast for Interschool Swim Team after final training session

Thank you for parent Bruce Dewar and Renee Waller for great training at Claremont Pool and to Jon Stubbs for co-ordinating

Cross Country

6.4 Canteen

Tess to check with Myffy Walters re review

6.5 Grounds/EcoSmart - no report

6.6 Uniform Shop - no Report

New Unifrom - Mark Powell
Report Attached

Mark Powell asked for the P&C to approve to commit to 1000 metres of fabric for new polo tops @ \$2.00 per metre. Estimates 350 polos this year

Motion: The P&C commit to 1000 metres of yellow polo fabric with a letter to come from the P&C approving this @ \$2.00 per metre. Moved by Mark Powell seconded by Kirsty Barrett

Mark Powell to draft the letter

7. **School Board**

Wayne Press advised the Board are currently working on a business plan
Elections to be held before Board AGM in September 2018. Two parent rep positions will become available.

8. **Other Matters**

8.1 John Livingston advised executive committee to review the constitution and report back at the next meeting
President, Vice President, Secretary & Treasurer to be signatories to P&C bank accounts.

8.2 P&C Representative for Town of Cottesloe Traffic Safety Committee.
Mark Goodlet nominated and accepted unopposed

Committee to be put together:

- 3 Town of Cottesloe Councillors
- 3 Parents/School Representatives
- Mark Goodlet
- Kirsty Barrett
- Wayne Press

Group to consist of NCPS Principal (or representative), a representative of the NCPS Board and a representative from the NCPS P&C

8.3 Wayne Press to email electronic letterhead to secretary

8.4 Letter from the P&C to Town of Cottesloe to advise representative Mark Goodlet

8.5 Christy Vuukman requested contact details of executive committee – email and phone numbers

8.6 Wayne Press advised that originally NCPS would not be doing Sculptures by the School, however there has been many requests to have this and the school would be happy for this to be run at the end of term 1 and in to term 2.

Meeting Closed 9.30pm

Date of next Meeting Monday 14 May 2018