

## **Cammeray Public School P&C Association Meeting Minutes – 16 September 2009, 7.30 pm**

**Attendance:** P&C 2009 Executive - Evan Predavec, Nadine Foley, Bruce Tulloch, Karen Pearson, Ben Escudero, Donna McNatty, Ingmar Taylor

Teaching Body – Pam Crawley, Jan Scott

Members of the school community – see attachment

### **1. Apologies**

Ian Davies, Geraldine Mack, Jenny Riseborough, Nigel Fortescue

### **2. Acceptance of Minutes**

The minutes of the previous meeting were accepted.

### **3. Building Works**

Bovis Lend lease have been appointed to manage the project to build six permanent classrooms. Having reviewed the current plans and the site they do not think that building six classrooms on Zone 1 is the best way forward. As such, they are putting together plans for ten classrooms on Zone 3. These classrooms will be built as two separate projects. The first is already funded by the BER grant and will comprise six classrooms. The school will pursue the DET and State Government to fund the final four classrooms in a later project.

As the entrance gate from Miller Street into Zone 4 will be relocated to Zone 3, the building contractors will not require access to any other parts of the school. This means minimum inconvenience for the school and reduces the amount of play area affected. The demountables on the Zone 4 side of Zone 3 will be turned around and fenced off leaving three classes to be relocated for 2010. Permanent locations for these classes, as well as other interim measures to reduce student disruption such as staggering recess times, are being explored by the school.

The current plan is for Zone 4 to be re-turfed in November. The gate relocation will be completed as part of this project. The new toilet block will be completed during the holidays so that they are available at the beginning of Term 1 2010. Building work on Zone 3 will start during the holidays. Sign off for this project is March 2011.

### **4. Electronic Whiteboards**

#### ***4.1 Whiteboard Specification***

Of the whiteboards available in the marketplace, one model stands out; the '2 Touch'. In addition to usual features, it allows for use with white board markers, flexible manipulation and simultaneous use by both student and teacher. The price is also approximately \$1,500 cheaper than the models currently available.

This model is not on the DET procurement list which means that the school could buy them but DET would not offer technical support. DET has been involved in the review, however, and they like the technology so may revise their procurement list to include the '2 Touch'.

In the meantime, Bruce and Pam will arrange the 30 day free trial which has been offered.

## **4.2 Whiteboard Implementation Plan**

The school aims to have a whiteboard installed in all classrooms by the beginning of Term 1 2010. This means that whiteboards will need to be ordered by mid-November 2009. The plan going forward is to review the DET options and make a decision by mid-October.

It is not yet clear whether the new classrooms will have whiteboards in the building work budget. If they don't, then money will be put aside to provide them on completion of the building work.

### **5. Good Work Cards**

Parents are concerned about the consistency in application of the Good Work Card policy. This concern has arisen as a result of feedback from their children. The school confirmed that the award system is included in all new teacher inductions, but they will undertake a review of policy implementation.

It appears that some teachers are providing, or allowing others to provide, lollies as treats. This is against school policy and Pam and Jan will reinforce the message to all teachers.

### **6. Social Events**

#### **6.1 Spring Picnic**

Insurance has been arranged. The wet weather policy will be included in the next newsletter. The choir, band and police will be attending. Helpers are still required. Parking for the disabled will be considered for next year.

#### **6.2 Camping**

There are currently 270 people booked to attend the camp at Cockatoo Island.

Our insurance company is unwilling to insure the event as it is not seen to be fundraiser. Insurance for the camping is covered by Cockatoo Island as campers have booked directly with the Island and entered into their standard agreement. This leaves the food and the treasure hunt. These events, therefore, will be run as fundraising events. (Proposed: Evan Predavec, Second: Sylvie Brisset)

### **7. Insurance**

Events will only be insured if our insurers are advised in advance and all volunteers are named. It will be necessary to develop a checklist to ensure insurance cover for all future events.

DET insures all band events however it is unclear as to what else is covered by DET. The P&C will investigate with a view to providing more clarity.

Off site events for the Choir are insured through the school.

### **8. Band News**

The band will be doing a concert on 1 November and will perform at the Spring Fair. The new band bags will be available through the Uniform Shop.

## 9. **School Council**

### **9.1 Child Welfare Policy**

This is currently in development.

### **9.2 Fundraising Policy**

A policy has been developed and will be presented to the P&C at the next meeting.

### **9.3 New Constitution**

The new constitution is available on the School web site. The annual election of parent representatives will be carried out at the November P&C meeting.

## 10. **Unflued Heaters**

Given the study results available, it appears that the only practical option for heating classrooms is reverse cycle air conditioning. The P&C will keep abreast of the situation.

## 11. **Stationery Purchasing for 2010**

Each year, every student is responsible for providing a pack of stationery items ranging from pencil cases to tissues. The P&C organised bulk buying of stationery packs this year with the aim of standardising items and reducing cost and effort. Whilst there was a good take up, there were difficulties with the supplier and some items were sub standard. The P&C will not carry out this activity for 2010.

It is agreed that it would be more appropriate for some of the requested stationery items to be provided by the school. Pam will look at streamlining the stationery process so that basics such as tissues and pencils are provided by the school and the list of items to be provided by students is reduced. There may be a charge on the Semester Fees to cover these items.

## 12. **Direct Deposit Facilities**

Implementation of these facilities is being managed by Kim (our SAM in the main office). At present, the Auditors are concerned that there will be difficulties identifying the source of payments if these facilities are allowed. In addition there is an OASIS upgrade planned which could mean that finances are managed centrally by DET. Pam will continue to keep abreast of progress.

## 13. **On-line Newsletters**

The aim is for e-mail and the website to be the standard form of communication with paper being the exception. A project has been started to make this happen. At present, Anna (in the office) is working to get the Term 4 calendar on the website. Next term, the newsletter will be sent by e-mail as standard. During 2010 permission notes will be available on the website and the newsletter will be sent via an e-mail link to the website.

## 14. **Principal's Report**

The school has made the money available to put benches around the trees on Zone 1. Arif will manage the project during the holidays.

Splash basins will be put in the toilets outside the library so that they can be used for art clean up.

Pam will work with Narelle Tasker to manage a proposal to paint murals on walls around the school.

NAPLAN results are now available and Pam will make a detailed report at the next P&C meeting. The School average is very strong.

15. **Other Business**

The last day of Term 4 2009 will be 16 December.

Pam will review the high school presentation proposal with Dean White.

Meeting closed: 9.30pm

**Next Meeting:** Wednesday 21 October at 7.30pm in the Staffroom