

**MINUTES OF THE COMO P&C
MEETING NO 18/07
HELD ON WEDNESDAY 24 OCTOBER 2018
COMMENCED AT 7.00 PM**

1. PRESENT & APOLOGIES

Present: Andrew Malcolm, Lynne Walker, Kellie McGrath, Nick Sofield, Lydia Hsieh, Steph Sofield, Jeff Jorgensen, Andrew Chamberlain (paying member \$1 received), Sean Stevens.

Apologies: Mel English, Jane Harrison, Anna McCready, Helen Uppill, Karen Nelson, Tess Harris, Emma Philips, Bev Parker, Magda Pienaar, Jenny Hess, Antonie Du Toit, Marie De Gambista, Rose Potter.

Meeting started 7pm

2. MINUTE CONFIRMATION

Confirmation of minutes from previous meeting

MOTIONED: Nick Sofield

SECONDED: Andrew Malcom

3. BUSINESS ARISING FROM PREVIOUS MINUTES

Action 1: Anna McCready to report paint spilling on Road outside school via 'Report It' App. Anna contacted the Council to report the paint spill. They said they would send someone out to have a look but there probably wouldn't be much they could do if it had dried. They would assess if there was any risk to pedestrians. No further action was needed. Complete.

Action 2: Nick to set up meeting with Andrew to walk through plans for Stage II. Andrew met with provider. Complete

Action 3: Nick to proceed with Stage II of the nature playground. Complete

Action 4: Andrew to look into issue with school photos and identify theft
Penny organises school photos and has been on leave. Will follow up when she is back. Carry over as Action 1 for next week.

4. CORRESPONSE

- Letter from school asking President of P&C for short 2 min speech for Speech Night.

5. REPORTS

5.1 PRESIDENT'S REPORT

- Have to close school banking due to lack of volunteers.

5.2 BOARD REPORT

- Board met yesterday (23 October 2018).
- Contribution charges for next year, similar to last year apps \$5 more.
- Long discussion about precocious learners policy – outline of how students are selected and how they are taught. Board endorsed and thought very helpful.
- Reviewed NAPLAN results and acknowledged were above other schools, CPS reading and spelling focus moving forward.
- Acknowledged how well canteen doing lately.

- Budget looking tighter and tighter – have lost some kids with special needs with funding attached.
- Labouchere Road bollards erected to stop cars from getting bogged at school pick up.

5.3 PRINCIPAL'S REPORT

- Enrolments: October enrolments 409
- Voluntary contributions 2018: Currently sitting at 87% paid (same period previous year 93.42%). A final 2018 request for payment reminder letter was sent to parents last week. Might look at bank transfers for next year to get greater participation.
- 2019 Projected Enrolment Numbers/Budget and Staffing 2019: The projected budget for 2019 at this stage looks to be less than 2018 levels. Currently have 407 students and plan for 392. Projected numbers for 2019 have been provided to DoE WA and are slightly lower than projected 2018 numbers at a similar time last year. Numbers are finalised at the 2019 February census.
- School Contribution and Charges for 2019: A link to a copy of the 2019 school contribution and charges letter will be attached to the newsletter for parent's interest. Slight increases in some charges have occurred from 2018 due to rising transport costs, some printed resources and new school programs.
- National School Opinion Survey: The school is currently conducting the National School Community Parent Survey. Parents have been emailed and invited to complete this important online survey. The feedback received from these surveys will be used in future school planning. The survey closes this Friday 26 October.
- Electronic delivery of student formal reports: 2018 Semester 2 - Schools in consultation with their community, can now select an electronic delivery method for student formal reports to parents.

- Access to student reports from Connect

This method provides advantage for schools and the parent community including:

- Timely delivery of reports to parents and guardians
- Administrative savings in the printing and collation of reports
- An ability to easily provide copies of reports to each parent or guardian where dictated by family circumstances: and
- Parents being able to retain a digital record of student achievement

The school has selected to place a link on Connect for parents to access their children's reports. This link will become active on Wednesday 12 December 2018

- 2018 NAPLAN Data NAPLAN 2017 Results Year 3 and Year 5: CPS results in 2018 NAPLAN testing for Year 3 and Year 5 indicate appropriate performance by the school. An overview of the school's results will be available in the 2018 School Annual Report available online early next year.
- BYO Device: 2019 families of Year 4 students will be requested to provide an iPad device for the school year as a requirement of the 2019 Student Resource Requirement List. This is in keeping with previous years requests. Year 4 Parents will be invited to a digital device orientation meeting Wednesday 14 November in week 6 of this term.
- Playground Evacuation and Lockdown Procedure: Both procedures were practised as a whole school activity in Week 10 of Term 3 and results are being evaluated. A whole of school evacuation will be conducted later this term.
- Parent Representative School Board Elections: The school will be calling for Expressions of Interest next week from the parent body to nominate for the School Board for two vacant parent positions from beginning of 2019. Parents are able to submit an expression of interest next week to the principal. If more than two expressions of interest are received then an election will be held.

- Mass Choir – thanks to Helena and Katie who came to help. Very successful night at Perth Concert Hall. Going to be regular event every second year. School may want to think about providing a choir outfit for future years to stand out next to other schools.

Action 2: Andrew to present NAPLAN results at next meeting.

5.4 TREASURY'S REPORT

- Current balance \$52,044.34. Can add \$2,000 for sale of real estate prize.
- Suggestions for use of money:
 - Might want to consider P&C looking to fund new bike racks or locked caged area for next year as they are old and needing replaced. Noticeably more bikes and scooters this year.
 - Staff suggested an esmart interactive device to teach students about sensible internet use for Year 3 + students. Once passed, get licence and classed as responsible digital user. \$10 per licence for about 160 students. If break rules need to study more and re-sit test. \$1,600 annual fee to keep up ongoing learning. Topics covered include:
 - Protecting private
 - Social networking and gaming
 - Communicating safely
 - Tokens and online gambling etc.
 P&C supports this initiative in principle and will discuss and vote in future meetings.
 - CPS has a gateway to remove the inappropriate Apps and removes new ones as they come up by blocking sites.
 - Jeff and P&C congratulated and thanked Steph for achievements in school canteen and for bringing it into a profit and providing healthy food options.

6. MATTERS ARISING FROM COMMITTEES

6.1 FUNDRAISING COMMITTEE

- Cracked \$35k for year – amazing efforts.
- Still to raise money through lapathon.
- Still to raise money through movie night on 30th Nov - Arthur Christmas. Burkes funding as per last time. Will call for volunteers.
- Set Croc Rock date in week 3, Friday 22nd February of first term 2019.

Proposal: request for \$1,000 for incidentals for movie night
All in favour for in principle approval and will carry over to next meeting to formal approval when quorum present.

6.2 BANKING REPORT

- Nothing to report. School banking ceased due to lack of volunteers.

Action 3: remove from Agenda for next time.

6.3 UNIFORM SHOP

Action 4: Remove from agenda for future P&C meetings

6.4 "COMOVERS"

- Camp out 23rd Nov,
- Sunday 10th March date set for Comovers Dads and kids welcome BBQ.

Proposal: request for \$1,500 for event.
All in favour for in principle approval and will carry over to next meeting to formal approval when quorum present.

6.5 CLASS REPRESENTATIVES

- Noting to report.

6.6 SAFETY COMMITTEE

- Nothing new to report over and above action point.
- Eric Sheerman has appealed to City of South Perth for a STOP sign at Alston St and Coode St.

7. CANTEEN COMMITTEE

- Some of the \$2,199.49 profit has been spent already but still well within profit.
- Spent \$1,300 of the waste wise donation. Still have \$700 to spend. Could get dishwasher and PSC would pay for half. Commercial washers have 7-8 minute cycles. Would be a fixture and then maintained by school.
 - Purchased metal spoons, sushi bowls, flexi tubs etc.
- Talked about kids BYO own bowls and plate. Decided too difficult to manage.
- Providing Kindy kids bio packs.
- Consider doing good news story in media around waste wise initiatives.
- Commenced staff menu which is going well and helping profits.
 - Did special Vietnamese meal last week.
- Started family take away meals – selling well
- Cupcakes – first order for kids birthday.
- Thermomix would be good to purchase. Not sure if specific fund raising or P&C. Might be time to raffle thermomixer to raise funds.
- Menu for next year.
- Sales figures: record for a Friday last Friday taking in \$1,002 and today had new record taking for a Wednesday at \$784
- There are a few items P&C could sell. Have a meat slicer and would like to sell slushy machine as leaks everywhere. Would prefer to sell and free up space. P&C OK for Steph to sell once check with Jo as not in asset register.

Action 5: look into cost associated with commercial dishwasher and discuss at next P&C. CPS willing to donate up to \$2,500.

8. OTHER BUSINESS

8.1 Update

- Lydia Hsieh stepping down next year.

9. DATE OF NEXT MEETING

20 November 2018

10. CLOSE OF MEETING

8.15pm