K.P.S. P&C MEETING
Date: 19 September 2011
K.P.S. Staff Room
Meeting opened at:

**Attendance:** Deb Scarlett, Krystal Brown, Megan Cranney, Di Twomey, Angela Jackson, Nicky Fardon, Trish Peters, Sue Groom, Sam Cardy, Janine Roberts, Brenda Borrowman, Susan Davison

**Apologies:** Sarah Webb, Tracy Scott, Joanna Hughes, Kylie Long

**Welcome:** Welcome by Sam

**Minutes from previous meeting:** Meeting 15 August 2011

**Moved:** Di Twomey **Second:** Krystal Brown

**Principals Report:** Trish Discussed

- **Mufti Day** - Date needs to be set. Decided by P & C to be the Friday 11th November. Students who bring in items for 3 fete collections will be eligible for mufti. Will be by invitation only.

- **School Planning:** NAPLAN data has not yet been analysed, however initial impressions indicate a big focus is needed in spelling and grammar for stage one teachers. More information to follow.

- Federally funded program Dare To Lead will be taking place. This is an evaluation of successes and areas for development in Aboriginal Education in the school and will provide a foundation for the 3 year plan.

- **Staffing:** Donna Judd appointed to the vacant library position through transfer.

- **School Maintenance** - Order has been placed for 8 Interactive Whiteboards - 7 from school funds and one from the P & C. Total cost approx $52000. With procurement deal 4 extra IWBs can be bought and installed at no further cost. With this saving the school can commit funds to the playground rebuild. Trish has contacted a contractor to requote to see if feasible this financial year.

- **Canteen** - The canteen has been reaccredited. Congratulations to Linda and all her wonderful volunteers.

- **General** - Successful school audit including OHS

- Kincumber Festival - Thank you to all who contributed to its success.

- **Late Excursion Payments** - Becoming problematic and school excursions can run at a loss. Options such as a payment plan may be considered.

- **School Promotion survey** - Karen Wardlaw has set up an online survey. A number of responses have been received from students and community. Feedback so far indicates a strong support for the leaf style logo - this is also the preferred option from students as well.

- **School Development Day** - Term 4 - This is a joint schools professional learning day with a focus on developing teacher knowledge and skill in ICT. Theme is Cyber Savvy and Safe. Keynote speakers - Roger Pryor, School Education Director and Dean Groom, Manager of Macquarie Uni's Educational Development Group. Suggestion for possible parent session of topic at a later date.

**Full report on file.**
**Correspondence In / Out:**
- Invitation for community forums from the Central Coast P & C
- P & C Manual
- Schools only website initiative
- Central Coast P & C School nomination form
- Bank statements
- General fundraising mail

**Treasurers Report: Bank Balances:**
- P & C as at 31/08/11 $39,697.24
- Uniform shop $ 9,537.32
  Total $49,234.56

- Two options for term deposits - one where we can access money and the other a term deposit earning 5.5% interest.

**Motion:** To set up online banking for greater convenience.
**Moved:** Krystal Brown **Seconded:** Di Twomey

- Incorporation still going ahead. Krystal still working on it and hopes to have more details at October meeting.
- Waltzing Kincumba: Profit of $334 was made. Malteser’s bill still needs to be paid.
- Disco earned P & C a profit of $1100.

**Full treasurers report on file.**

**Fundraising Report:** Presented by Janine.
- **Kincumber Festival** - great day, lots of support. Raised $564.65 from cakes and sold $118 worth of raffle tickets - thank you to Dburge for the surfboard and he is taking it back to his shop for promotion of fete and raffle tickets. Photos and thankyou to be in school newsletter.
- **Fete:**
  - Security needed, Trish to make contact with security guard.
  - Janine still collecting sponsors and donations. Keeping a folder for records and thankyou/certificates of appreciation.
  - Entertainment: Still working on. Discussed using school choir and school dance troupes. Sam to speak to Kincumber High music teacher for options and for possible use of speakers and sound system.
  - Letter going out with details of fete preparations news along with a tear off slip for volunteers and offers of help.
  - Working on fete promotion including signs on roundabouts -Mrs Conacher has kindly offered to make these. Flyer and poster content still in progress. Flyers to be distributed to school community and local businesses. Looking at radio and newspaper possibilities.
  - Working on fete map.
  - Raffle: 1st prize to be the Surfboard, 2nd - Scooter. Looking at cheaper BBQ from Mitre 10 now that we have the surfboard for 1st prize.
  - Certificates of appreciation to include drawings by kindy classes - Miss Liddy to organise.
  - Craft stall - Rachel to create flyer and distribute to retirement villages.
  - Kidzone - an area with lots of games. One ticket stall where all money will be taken. One stall with all the prizes.
  - Local Scouts would like to be part of the fete.
  - YMCA (Mens) would like to be involved selling sno cones.
Janine to investigate possibility of changing fete time to be 1pm - 5pm if suitable. Janine to make final decision after looking at all implications. Agreed by all at meeting.

Budget of $8000 to be reviewed later.

Full report on file.

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**General Business**

**Business Item:** Play equipment

**Discussion:** Sam has email a few companies for quotes on equipment. Sam also to obtain input from teachers prior to any decisions.

**Business Item:** Uniform Shop

**Discussion:** Thank you to all for your help with the stocktake.
Guest: Alan from Supply Stream discussed ways we can utilise his company to run the uniform shop more efficiently. He discussed having a full internet based operation where parents place orders online and the stock is then either mailed directly to them or held at school for collection.

**Outcome:** Alan to put together a proposal with options available and the cost he can offer for school uniforms.

**Discussion:** Excess stock - need to get rid of stock that we know won’t be sold - possibility of selling items on eBay or make donations of the stock to charity organizations.

**Outcome:** will wait to make any further decisions re stock until receipt of Alan’s proposals.

**Discussion:** Kindy packs - Do we need to offer packs? Perhaps do a checklist for new parents instead, including photos of students modeling the different uniform options. Checklist would be needed for Kindy information night, 16th November.

**Outcome:** New orders for uniform shop to be kept to a minimum. Sam to ring Lee about ordering of school dresses.

**Motion:** Decision made to no longer offer uniform packs for Kindergarten enrolling students.

**Moved:** Di Twomey **Seconded:** Krystal Brown

**Discussion:** Central Coast P & C Forum. Received invitation to community forums, to be placed on notice board. Starstruck - run by P & C, needing ongoing support

**Business Item:** Working Bee

**Discussion:** Nicky still working on it. Note to go in the newsletter. Kincumber Hire to provide a stump grinder. Sam to ask them re use of a bobcat.
Other business discussed:

- Flyer and table for P & C to be organized by Susan and Sam
- P & C website - to be tabled for next meeting
- Gosford Xmas parade - all decided against.
- Sports Shirts - to be tabled for next meeting with a view to purchase after fete

Meeting Closed: 9.20pm

Next Meeting: 17th October