

**Meeting Minutes – 30 July 2014**

**Meeting Opened – 7:05pm – Chaired by Jacqui McGee**

**Present** – Susan Mills, Jacqui McGee, Sharon Weir, Terry Kofod, Naomi Poole, David Brown, Jackie Hall, Michelle Heyblok, Carol Xuereb, Warwick Shanks, Ruth Woolley, Kim Thomas, Sue Hammond-Warne, Kristy Voysey, Ken Jeffry

**Apologies** - Gail Buswell, Tania McInnes

Item	Discussion	Action
<p><b>Previous Minutes</b> <b>Matters arising</b></p>	<p><input checked="" type="checkbox"/> Barefoot bowling – 25/10/14 – Jackie Hall</p> <p><input checked="" type="checkbox"/> 25 iPads have arrived</p> <p><input checked="" type="checkbox"/> Paper levy – who has paid?</p> <p><input checked="" type="checkbox"/> Education Week – Friday “Canadian Day” run by Kim Thomas</p> <p><input checked="" type="checkbox"/> Trivia Night – 12/9/14 – David Brown. NP to help with prizes. Birralea to organise.</p> <p><input checked="" type="checkbox"/> Kiama Market’s BBQ 21/9/14 – Susan Mills</p>	<p><input checked="" type="checkbox"/> CX to see who has paid</p> <p>Moved - SW , 2<sup>nd</sup> - TK</p>
<p><b>Treasurer’s report</b></p>	<p><input checked="" type="checkbox"/> See attached – Susan Mills.</p>	<p>Moved - TK , 2<sup>nd</sup> - SW</p>
<p><b>Uniform shop report</b></p>	<p><input checked="" type="checkbox"/> See attached.</p>	<p>Moved - TK , 2<sup>nd</sup> - SW</p>
<p><b>Principal’s report</b></p>	<p><input checked="" type="checkbox"/> See attached.</p>	<p>Moved - TK , 2<sup>nd</sup> - SW</p>
<p><b>General Business</b></p>		
	<p><input checked="" type="checkbox"/> Discussion on brining Albion Park pre-school to visit JPS in 4<sup>th</sup> term, week 2. KV suggested her mum bring them on her bus.</p> <p><input checked="" type="checkbox"/> Ken Jeffry visited P&amp;C to put forward Ratepayers association idea of rotunda in park. Much discussion. Unanimous support.</p> <p><input checked="" type="checkbox"/> Working bee being organised to move cubby.</p> <p><input checked="" type="checkbox"/> Tania McInnes email discussed in detail. See attached.</p> <p><input checked="" type="checkbox"/> Much discussion on website. Decision to leave as is.</p> <p><input checked="" type="checkbox"/> JM raised issue of conflict of interest now that she is working at JPS. Offered to step down as president. Unanimous that P&amp;C has no problem with her continuing as president forever.</p> <p><input checked="" type="checkbox"/> Discussion on racks for shed – P&amp;C to buy 2 and school to buy one. \$187 per set of racks.</p>	<p>Meeting closed</p>

**Jamberoo Public School  
Parents and Citizens Association**



Principal's Report – Term 3 - Week 3 2014

- Staff wish to thank the P & C for their donation of money that enabled the school to purchase 25 Ipads. The Ipads have arrived and staff have begun Professional Learning to maximise their use in classrooms. We have also ordered 25 heavy-duty cases to protect the Ipads. Students will not be using them until these cases arrive. 8 Ipads will be stored in Tangalla, Drualla and Birralee – they will be locked away each night. One Ipad will remain in the Library and the other 24 Ipads may be used during Library time if required.
- Kindergarten enrolments are looking very good for 2015 with 17 students having expressed an interest to enrol. Enrolments across the school may be affected from the beginning of 2015 with the new building zone.
- Tania has been interviewed and offered the position of Ethics Coordinator. She is keen to meet with Carol and me to discuss the re-establishment of the Ethics class and other promotional ideas.
- I will be on Long Service Leave from Monday, 25<sup>th</sup> August until the end of term. Mrs Xuereb will be relieving principal during this time. Michal Maslanka will be teaching Tangalla on Monday and Tuesday during this period and Mrs Behl-Shanks will be teaching them from Wednesday to Friday.
- Mrs McGee has been employed as a casual School Learning Support Officer this term. This has been a result of special funding that has been provided to the school to assist the transition of a new student.

**Jamberoo Public School  
Parents and Citizens Association  
Treasurer's Report – 22/7/2014**



Balance B/forward from				<b>\$20,315.3</b>
	17/06/2014			<b>9</b>
Plus				
Income				
	30/06/2014	Lions club raffle proceeds	\$626.40	
	1/07/2014	Interest received	\$16.77	
	8/07/2014	Commission student banking	\$86.31	\$729.48
				<u><b>\$21,044.8</b></u>
				<b>7</b>
Less				
Expenditure				
	23/06/2014	So they can	\$50.00	
	22/07/2014	So they can	\$50.00	\$100.00
				<u><b>\$20,944.8</b></u>
				<b>7</b>
Balance at Bank				<u><b>\$20,944.8</b></u>
	22/07/2014			<u><b>7</b></u>

Term Deposit of \$10,621.43 was reinvested 08/04/14 for 4 months @ 3% due on 08/08/14

Commitment of funds for 2014

So they can (Total pa \$600) commenced August 2012 (SRC \$300)	\$300.00
Presentation Day	\$500.00
P & C affiliation and insurance (Cash and property)	\$1,000.00
JPS - Service award Presentation day (Burnetts Trees)	\$100.00
	<u><b>\$1,900.00</b></u>

## Jamberoo P&C Uniform Shop 30 Jul 14

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- **Proposed Uniform Shop day change - Monday**

As Ruth is now working, we propose changing Uniform Shop day to Mondays from next term. Same time 8.45-9.15am.

Is there anything we need to do apart from put this change in the newsletter?

- **Changed supplier for embroidered and printed items**

We have been having issues with the quality of embroidery on our polo shirts from Jamberoo-based *PromoteYourselfProducts*. After returning numerous faulty items to them for replacement, they advised us they were no longer interested in our business.

Gail researched as many Illawarra-based companies as she could find and we have settled on using Adel Sportswear, a Wollongong-based company. While they were not the absolute cheapest, the advantages of this company are:

- **Small minimum numbers** - they will take minimum orders of 4 for polo shirts and polar fleece; and 20 for sports shirts. This is very advantageous, especially the sports shirts, as all other companies researched have minimum orders of 50 on custom-made shirts.
- **Locally made** - their factory is located in Wollongong and the embroidery and custom-made sports shirts are done here. There is an option also to switch from our current "JBs" brand polos, to one that is made in their factory (although this would cost slightly more).
- They are a family business.

We have just submitted our first order of polo shirts and sports shirts with Adel Sportswear, and look forward to seeing the results.

- We have just completed orders with all our suppliers so that our stock levels are adequate for the warmer weather next term.



<b>Jamberoo P&amp;C Uniform Shop</b>			
<b>Income &amp; Expenditure Statement Report</b>			
<b>30-Jul-14</b>			
<b>Income</b>			
	Opening balance from	9-May-14	<b>\$ 4,192.51</b>
	Sales (general ledger)		\$ 1,443.00
	Bank Interest		\$ 7.00
		<b>Subtotal</b>	<b>\$ 1,450.00</b>
<b>Less Expenses</b>			
	LW Reid (various)		\$ 93.57
	PromoteYourselfProducts (polo shirts/polar fle ece)		\$ 884.95
		<b>Subtotal</b>	<b>\$ 978.52</b>
		<b>Book Balance</b>	<b>\$4,663.99</b>
<b>Bank Statement Reconciliation</b>			
	Balance as per	30-Jul-14	\$ 4,663.99
	Add unrepresented Deposits		
	Less unrepresented Che ques		
	<b>As per Book Balance</b>		<b>\$4,663.99</b>
<b>Outstanding Invoices (to be paid)</b>			
	LW Reid (various)		\$ 487.35
	Midford (girls shorts)		\$ 667.50
	DDI (hats)		\$ 725.92
	Adel Sportswear (new supplier - polo & sports shirts)		\$ 1,591.50
		<b>TOTAL</b>	<b>\$ 3,472.27</b>
NOTE: Float of \$40 kept in Uniform Shop			
<b>Current Uniform Stock</b>			
	Based on stocktake done	17-Jul-14	
	Cost Value		\$ 8,834.00
	Retail Value		\$ 10,963.00

**Jamberoo Public School  
Parents and Citizens Association  
Tania McInnes Email – 30/7/14**



**From:** Tania PD McInnes <[decoratinglady@hotmail.com](mailto:decoratinglady@hotmail.com)>  
**Date:** 30 July 2014 2:35:21 pm AEST  
**To:** "[jacqmac@optusnet.com.au](mailto:jacqmac@optusnet.com.au)" <[jacqmac@optusnet.com.au](mailto:jacqmac@optusnet.com.au)>  
**Subject:** Apology+Notes for mtg :)  
Hi Jacqui and Committee ☺

I am unable to attend tonight as Ben is very unwell. There are a few things that I would have liked to bring up/ update on so I thought I'd send across some info...

**Annual Fundraising BBQ at Kiama**

Firstly that I have had to make a hard decision and retract my commitment to buddy with Naomi to coordinate this as an ongoing commitment. This was a difficult decision and I have spoken to Naomi about it. I maintain my commitment to do whatever shifts I can on the day and help in other ways where possible – its just the *ongoing* commitment that I am unable to maintain.

**Reasons:** The main reason for me needing to retract commitment is due to having been accepted into the role of coordinator for Primary ethics at Jamberoo, this is the first step in being able to offer this to our non scripture students from Kindergarten through to year 6. I have also committed to doing some art workshops at the school. Along with still having one little person at home and working - unfortunately something had to give.

**Suggestions:** Could the P&C request via the Newsletter a collaborator for Naomi? There is still comfortable lead time. The fact that Susan has committed to still doing it this year as a handover and that N is well known in the School Community (and beyond no doubt!) for being so amazingly organised and committed I doubt there will be too much difficulty finding someone? ☺ Let me know if you feel there is more I can do

**Primary Ethics**

"Primary Ethics exists to develop and deliver philosophical ethics education for children who do not attend scripture classes ..."

"...Primary Ethics supports the right of all children to have something meaningful to do during scripture time in schools."

If you have any questions - you will find clear and concise info as well as further contacts at <http://www.primaryethics.com.au> Information is divided into Info for Schools and Parents as well as the ability to view the PE Curriculum and DEC policy re PE etc. There is great short animated Vimeo clip on the main page which goes for 4 mins.

I am now the Coordinator for Jamberoo (I completed an Interview after having submitted and Application with my CV). I am overseen by the Shellharbour Regional Coordinator who happens to be the person that started up the classes in Minnamurra and also looks after Kiama. So there is much to learn from their experience to date!

By tomorrow I will have received a login for the website so I can plan the next moves based on policy and templates in consultation with Sue re School procedure. Then we can move into serious recruitment of teachers, which is really exciting! This is a great opportunity to be able to locate experienced and committed people from the current school or wider local community. Advertising points include the School Newsletter, local publications (such as Canyon News), posters in local spaces and even Seek. Applicants will go through a strict selection process and if successful, complete training and make specific ongoing commitment to that role. Many schools have about 3 teachers. The aim is to be able to offer Ethics from 2015 as it now includes a curriculum for Kindergarten children as well. All of these things will depend on numbers of course. Hopefully Sue and I can connect next week or the week after.

**Promotion of the School**

Thank you to Jackie H and Susan M for volunteering to be a part of this process to create a promotional flyer and generally keep this mission at the fore of our thinking as we maintain our highly regarded local community presence.

It is seen as a way of maintaining and building upon JPS's current profile and also as a way to attract enrolment and retain levels that ensure levels of viability and teacher allocation that best serve the children of Jamberoo and surrounds and their families.

Susan has identified some unique aspects of the school that make it attractive to her family and will translate to other's needs and expectations too. JH can maybe update some of the other aspects that she has already locked in – like Pepper's Mum Jo being able to distro to letterboxes which is FAB!

## Jamberoo Public School Parents and Citizens Association



**P&C presence on the School website** is another area where we could have a much more up to date, welcoming and engaging profile through an annual statement from the President, up to date minutes, a few of the P&C people turning snags, dragon boating etc. etc. It is worthwhile considering that new families considering our school will surf around to get a feel for the school community. Communicating openly and regularly in various ways is the best way for us to increase engagement and commitment and to bring more new voices (and hands!) to the table ☺

### **Question:**

What has been to outcome of the P&C request for the School to supply a breakdown of the proposed spending of the funds raised at the fete so that purchasing can begin ASAP? The resultant spending is just another way the P&C can speak positively about the fab work it does and the direct outcomes for the children and the school by being able to list areas or objects it has been able to fund and support...

but I digress....

I look forward to be being able to catch up via the minutes to see what I missed and if there are any follow up items I can assist with. Please feel free to call me during the meeting after 8 if you need me to clarify anything...hopefully the kid lets and my patch wearing pirate husband will be asleep by then ;)

Many thanks to everyone there that makes time to commit to our fab kids and school! Bring on the S'Mores!!!

Cheers

Tania

**Tania PD McInnes** *Creative Consultant*

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