



**Jamberoo Public School
Parents and Citizens Association**

Meeting Minutes – 17 March 2021

<p>Meeting Opened: 19:06 – Chaired by: Rebecca Binks – Location: Jamberoo Bowling Club Meeting Closed: 20:32pm Next Meeting: Wednesday 17th March 2021 - 7pm</p>
<p>Present – R. Binks, J. Wilkins, H. Papesch, J. Marzini, J. Shepley, G. Lewis, K. Harris, S. Walkerden, C. O’Neil, J. Doorn-McCormack, E. Fagan, P. Rendel, N. Reilly, E. Kirk, N. Behl, A. Stubbles, A. Tweed Apologies – R. Pirie, T. Tidswell</p>

Item	Discussion / Action	Owner / Date
Previous Minutes	Confirm previous minutes from 10 February 2021.	Confirmed by P. Rendel
Matters Arising		
Toilet upgrade	(10/02) James Kirk to install new door locks. (17/03) The original door locks were suitable for reuse. It was agreed that the toilet upgrade is completed.	For Information – Action Closed
	(17/03) Motion to make a retrospective payment of \$344.34 which is the total for painting materials and toilet repair items to James Kirk- Passed.	For Information Motion: R. Binks 2nd: N. Reilly In favour: Everyone Against: 0
Netball Posts & Court update	(10/02) Rod Morphett to complete the concrete pouring around the poles. (17/03) In progress as the cement is still wet. G. Lewis to provide a status update in the next meeting.	G. Lewis
	(10/02) J. Wilkins asked G. Lewis to provide teachers an update of the project and demonstrate how to move the posts. (17/03) Demonstration has not taken place.	G. Lewis
	(10/02) Line markings will be needed and a decision on the marking method and ongoing maintenance will be by the school. (17/03) On hold pending the completion of the concrete pouring.	G. Lewis
School Piano Improvements	(10/02) J. Wilkins has received one quote (a maximum of \$270 if it takes a full 3 hours work) from a tuner in Wollongong. J. Wilkins to investigate and obtain a second quote for comparison. (17/03) A second quote from Peter Bond has been received which starts from \$150. Scott Jackson preferred as it covers up to 3 hours for a capped price.	For Information - Action Closed
	(17/03) Motion to approve the payment of up to \$270 for Scott Jackson – Passed	For Information Motion: R. Binks 2nd: E. Fagan In favour: Everyone Against: 0



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	(17/03) J. Wilkins to arrange for Scott Jackson to tune the Piano.	J. Wilkins
OOSH Proposal (From Correspondence 10/02)	(10/02) G. Lewis and R. Binks to discuss the proposal and R. Binks to investigate any available details and provide a status update in the next meeting. (17/03) G. Lewis has provided OOSH details to R. Binks. R. Binks has tried contacting Judith Collinson and awaiting a response. R. Binks to progress.	R.Binks
Uniform Shop (From Uniform Shop Report 10/02)	(10/02) J. Wilkins to write communication reiterating the variety of second-hand uniform items on offer and provide to the office for communication on class dojo (17/03) Communication email sent via class dojo	For Information – Action Closed
Community Grant (From Principles Report 10/02)	(10/02) N. Reilly has offered to assist with writing the 'Strong Communities' grant application form. G. Lewis to set up a meeting with N. Reilly and R. Binks for them to assist with the application process. (17/03) A grant application has been submitted and confirmation has been received that it is through to the second stage	For Information – Action Closed
	(17/03) Second stage grant application to be submitted with focus on the bush tucker garden and sharing circle.	G. Lewis / R. Binks / N. Reilly
Working Bee to move water tank (From Principles Report 10/02)	(10/02) Currently an investigation is underway by the school to investigate the source of the waterlog issue around the water tank. G. Lewis to update R. Binks on the investigation and provide further detail on the specific requirement. (17/03) This item can be removed from the P&C meeting as it is a school-initiated project and G. Lewis is moving the water tank from site and co-ordinating directly with S. Downes and Troy Dowling.	For Information – Action Closed
Teachers Wish list (From Principles Report 10/02)	A Smart TV for the learning support room. (10/02) L. Crockford advised that he has a TV to donate to the school. L. Crockford and G. Lewis to discuss suitability and logistics. (17/03) Thank you L. Crockford for donating the Smart TV which is in the room and working.	For Information – Action closed
	Hall speakers and a sound system (10/02) P&C to gather further information and discuss. (17/03) Michael Fagan has looked at the system and fixed the issue.	For Information – Action closed
	A second bank of chrome books (10/02) The cost will exceed \$17k	N. Reilly / R. Binks



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	N. Reilly to investigate whether there are any grants available that may contribute towards the cost. P&C to gather further information and discuss. <i>(17/03)</i> P&C looking into grants (non-currently available) and sponsorship. A sponsorship email has been sent to a local company. If anyone has any suggestions, please email P&C secretary. G. Lewis reviewing and to advise specific IT requirement following department audit.	
Fund raising forecast 2021 <i>(From General Business 10/02)</i>	Fundraising ideas: <ul style="list-style-type: none"> • Bunnings BBQ (Albion Park and Kembla Grange) • Flip Out • Mother's day stall • Father's day stall • Pie drive • Santa photos • Trivia night • Family portrait <i>(10/02)</i> If anyone has any further suggestions or ideas please email the P&C secretary (J. Shepley) or bring suggestions and ideas to the next meeting. <i>(17/03)</i> No further suggestions emailed to secretary.	For Information – Action closed
CAPA Update	J. Wilkins advised 3 application have been received, interviews taken place and Vivienne Maris will present the winner on Friday.	For Information
Year 6 Shirts update	J. Wilkins advised that shirts have been ordered.	For Information
Correspondence		
Correspondence	No correspondence to report	N/A
Treasurer's report		
Treasurer's report	Refer to attachment provided by J. Marzini during the meeting.	For Information
	Reporting of the treasurer's report is changing. During the week 3 meeting, a full set of Financial reports for the previous term will be provided. During week 8, an account of the fundraising summary will be provided.	For Information
Uniform shop report		
Uniform shop report	Report provided in week 3 meeting only.	For Information
Principal's report		
Principal's report	Refer to attachment provided by G. Lewis	For Information
General Business		
Nature Playscape	<i>(17/03)</i> The P&C is initiating a working bee 23 rd March 15:00 to brainstorm the possibility of a nature playscape. The following need to be factored in at every stage: scope, supervision, maintenance cost.	R. Binks



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	Everyone is encouraged to come along and participate their ideas and suggestions.	
Fundraising Forecast	(17/03) 2021 Fundraising forecast and activities shared. A new fundraising idea of running a set of 'Event workshops' is going to be trialled. Events will be tracked through the Fundraising Calendar.	For Information