

Preamble

Virtual Meeting Rules

This meeting will not be recorded as stipulated by the P&C Federation rules governing a virtual meeting.

1. Equity - there is a requirement to ensure that all people wishing to participate are able to do so in an equitable manner, this includes internet connections and ability to be active in the meeting;
2. If someone has a technical issue with their sound and cannot be heard we will enable chat capability;
 - a. If there is a drop out of a number of participants, we may have to defer the rest of the meeting until a time all can participate;
 - b. Host reserves the right to mute all participants if necessary, to gain control of the meeting back.
 - c. Voting – will be done using the Zoom meeting Poll function. Only current 2021 financial members can vote in this meeting, a report can be extracted after the close of the meeting to check that the vote was carried out only by existing financial members.
3. Membership – any membership fees submitted through Qkr! for the 2021 member register by the close of this meeting, will have voting rights at future meetings held up until the AGM is held in March.
4. Quorum – we must maintain a minimum of 5 members in this meeting for the quorum to be valid.
5. No proxy voting allowed – you cannot place a vote on behalf of another member if they are not in attendance.

Code of Conduct

The Code of Conduct and all governance and policy documents are available via the links at the top of this document. If you have not seen or received a copy, please speak up and we will email it to you. If you have questions or access issues regarding any of these documents please contact the Secretary via email.

Meeting Items

Opening

Welcome to New Members & Visitors

Welcome!

Conflict of Interest Declaration

P&C Association members must declare interests which a conflict, either perceived or actual, with your P&C Association duties and activities that might benefit the private interest of a member/s of the P&C Association.

Please take this moment to review this obligation with the agenda and topics to be discussed at this meeting, and make any concerns known at any time before, throughout or after the meeting.

Casual Vacancies

2022 P&C Executive

Members are invited to nominate for the following committees:

- Vice President x 1

2022 Committees

Members are invited to join the following committees:

- Fundraising Committee
- Band Committee
- Building Fund Committee

Previous Minutes

The minutes of the previous meeting held Monday, August 15, 2022 are to be adopted

Motion: Lynley	Seconded: Linda Xu
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Business carried forward from previous meeting

Correspondence

No Correspondence.

Reports

President's Report

Fathers' Day Stall

Thank you to Emily and all our wonderful volunteers to make the our fathers Day stall a success!

New Parents Welcome

Thank you to Svantje and our other volunteers who helped to come and assist at the new parents day, preparing and serving morning tea as well as meet and greet our new parents in their own languages. We got lots of contact information to get parents connected with their class and language groups. Thank you to Annie and Sarah from CPS for suggesting our involvement and allowing us to take the opportunity.

Finance Review

Thank you to Ella for spending a huge amount of her time recently to get a deeper understanding of current and future financial positions, with opportunity for improved reports and better Thank you also to Trudy for her time spent covering the background and detail of our previous operations.

Walkathon

We have had early discussions on how the P&C could assist with a charity Walkathon for the school, more updates to come.

Priority Projects for 2022

Following a constructive meeting with the school, a review of projects under discussion between P&C and the School was completed with the following updates. This will allow discussion and funds planning with the committing and all members.

This list is open to commentary and new suggestions from both the School and our members, and all items still require votes for allocation of funds. The purpose of this list is to share current opportunities of interest and invite feedback while pricing and other projects are better understood.

- **Playground Upgrade**
 - Awaiting next steps on project from contractors/ DOE Assets
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- **Sports Oval Upgrades**
 - Centre pitch upgrade
 - Cricket nets and long jump
 - General upgrades: water bottle filling stations near BA building, behind sandstone barrier
 - Next steps: *School to arrange contractor for initial scoping*
- **Covered Walkways from old to new buildings.**
 - Mentioned by school, but is based on feedback from Parents and School since building launch.

- DOE Assets to restart quoting in early 2023

Other Projects

- Covered seating (Previous Buddy Land Project)
 - Quotes already received for 80-110pp
 - Scope/ available space changed due to install of sandstone landscaping
 - If the project goes ahead, it will be subject to space/ flow impacts based on the new Playground, how kids use the space, and new opportunities to use as Outdoor learning spaces as well.
 - **On hold**
- Sports Courts Shade and Lighting
 - \$500K+ cost expected, but no full design received yet
 - CPS to request design and quote incorporating Shade and lighting
 - Building fund has a grant opportunity for this in July, more to come. External funding will be needed in order to make this project happen due to it's high cost.
- **On hold**
- Microsoft 365:
 - Implementation beginning currently – Thanks to Afshan for her efforts here!

Other projects pending bandwidth support from our members if any time is available.

- Facebook: Draft scope and design.
- Marketing collaterals
 - We seek anyone with an interest and basic skills in design/ desktop publishing to help build some basic branded materials.
 - We have a Canva Account but are happy to volunteers to use their own platform as long as it is easily modified in the future – P&C can provide logos and photographic assets.

Treasurer's Report

In total we made \$47,000 profit for August 2022 mainly due to \$38,000 from 2022 parent donation, and \$9,000 for others.

Our cashflow is also very good at the moment, almost \$300,000.

Ella

Treasurer

Balance Sheet

Carlingford Public School P & C Association As at 31 August 2022

31 AUG 2022

Assets

Bank

Community Solutions Cash Res	126,943.44
Community Solutions Cheque Ac	169,490.20
Westpac Community Debit Card	9.23
Total Bank	296,442.87

Current Assets

Accounts Receivable	1,643.90
Cash Float - Canteen	100.00
Cash Float - Uniform Shop	200.00
Cash Float- Mothers day stall	310.00
Inventory	28,334.92
Total Current Assets	30,588.82

Fixed Assets

Band Equipment	14,626.87
Canteen Equipment	16,681.35
Less Accumulated Depreciation on Band Equipment	(14,136.87)
Less Accumulated Depreciation on Canteen Equipment	(11,314.45)
Less Accumulated Depreciation on Office Equipment	(1,682.99)
Office Equipment	1,682.99
Total Fixed Assets	5,856.90

Total Assets **332,888.59**

Liabilities

Current Liabilities

Accounts Payable	14,327.70
Band Bond	(1,660.00)
PAYG Withholdings Payable	654.00
Superannuation Payable	846.06
Total Current Liabilities	14,167.76

Total Liabilities **14,167.76**

Net Assets **318,720.83**

Equity

Current Year Earnings	72,156.35
Historical Balancing	(18,985.66)
Retained Earnings	265,550.14
Total Equity	318,720.83

Profit and Loss

Carlingford Public School P & C Association For the month ended 31 August 2022

AUG 2022

Trading Income

Band Income-Shirts	284.50
Band Revenue- Workshop	2,310.00
Canteen Sales	28,667.95
Education Week Open day-Sausage sizzle	1,974.70
Fathers Day Stall Income	2,980.00
General Contributions	38,070.00
Interest Income	51.45
Other Fundraising Income	2.00
Uniform Shop Sales	5,067.80
Total Trading Income	79,408.40

Cost of Sales

Cost of Goods Sold - Canteen	17,048.87
Cost of Goods Sold - Uniform Shop	4,187.65
Merchant Fees	46.75
Superannuation	495.20
Wages and Salaries	4,716.33
Total Cost of Sales	26,494.80

Gross Profit **52,913.60**

Operating Expenses

Bank Fees	339.86
Consulting, Bookkeeping & Accounting	770.00
Education week open day sausage sizzle expenses	896.76
Fathers Day Stall Expenses	2,410.40
General Expenses	500.00
Insurance	575.00
Open Day Stall Expenses	250.39
Subscriptions	63.59
Total Operating Expenses	5,806.00

Net Profit **47,107.60**

Canteen Report

No report.

Belinda Sultana

Canteen Manager

Uniform Shop Report

No report.

Linda Xu

Uniform Shop Manager

Band Report

The students loved and enjoyed the band workshop that was held on, 28th Aug at school.

39 students attended the workshop out of 60 students who are currently enrolled. It was a wonderful opportunity for all the band families to come together. Matt and his friendly staff worked hard in conducting the workshop for our band students. The students enjoyed the workshop and had a great day. I would like to sincerely thank Mr. Boyd and Mr. Hilton for their contribution towards the workshop fee. Thanks to the parents' volunteers for their help and Belinda for helping me organise the morning tea.

On Friday, 9th Sep Performance Band & Concert Band performed in NSSWE Spring Music Festival. It was a fantastic opportunity for our bands to perform at such a professional platform. Both the bands sounded amazing. Matt and Jinwon have been preparing our students to perform in this concert. Huge thanks to the parent helpers for their time on Friday evening in managing and helping the students in the NSSWE event. Thanks to P&C committee for their continuous support towards the band events. Thanks to Mr. Boyd for attending the concert and encouraging our band students.

The feedback from the parents is to have a professional band uniform for the students for such outdoor events. Preferably, black band T-Shirt with black pants, and black school shoes and black socks.

Key Music Australia is organising Band-O-Mania on Sunday, 6 Nov at West Pymble Public School oval where 100s of students from 7 schools will be participating to celebrate the music education. There is an opportunity for the band and P&C committee to get involved, some suggestions are to sell cakes, food, drinks ice blocks etc. The funds raised through this stall can be used for our school. Is P&C Committee able to help participate to organise a stall.

The school and committee agree that we should try and make this food stall happen. Ruchi will start reaching out to Band parents for volunteers on the stall. We should aim for about 6 parents. The school is happy to lend one or two awnings. Parents will need to provide the transportation for the awnings.

In Term 3, 2023 band committee is planning to conduct a weekend band camp at Galston Gorge Camp on 28-Jul-2023 to 30-Jul-2023. To avoid missing out a spot on these dates a deposit of \$750 is required to place for 2023 booking. The band camp can continue to be an annual activity for the band students for the progress in their learning, according to the booking system of the camping site the booking must be made 2years in advance, parents can be informed well in advance so that they can block their dates for band camp, hence if we would like to have a camp in 2024 as well then the booking deposit of \$750 must be placed along with 2023 deposit. From next year there will be one deposit fee, since this is our first year, two deposits are required to be made at the same time. The booking fee is

for 80 people with a minimum financial commitment of 60 people that includes 10 parent volunteers. For 2024 there is no minimum financial commitment until 2023 July.

There is a 7-day cooling off period from the day we pay the first deposit. The minimum financial commitment does not apply till Jul 2023 for 2024 booking. This means we can decide at the end of 2023 band camp if we would like to go ahead for the camp in 2024 or not.

May I know if P & C is able to help to make the deposit for the camp to book the place for 2023 and 2024 band camp. All the expenses will be invoiced to the band families. The booking details are as follow:

Event: Band Camp - Key Music Australia

Numbers: 80 people

Dates: 28-Jul-2023 to 30-Jul-2023

Catering provided: yes

Arrival / Departure: 6:00 pm Fri / 3:30 pm Sun

First Meal: Supper on Fri ; Last Meal: Lunch on Sun

Accommodations: Tree Tops (shared)

Deposit: \$750

Event: Band Camp - Key Music Australia

Numbers: 80 people

Camp Dates: 02-Aug-2024 to 04-Aug-2024

Catering provided: yes

Arrival: 6:00 pm Fri; Departure: 3:30 pm Sun

First meal: Supper on Fri ; Last Meal: Lunch on Sun

Deposit: \$750

The costs will be \$179 per child \$189 per adult. Additional costs include paying for tutors at an hourly rate of \$4000 for 6 hours a day. The tutor cost will be shared between two schools. If we can't get the minimum numbers after 7-11 months we are obliged to pay 10% of the total costs, after 5-7 month we are obliged to pay 35% of the total costs, less than 4 months we can't cancel because we are obliged to pay the full amount.

Ruchi will start asking band parents to see if they can commitment to camp and also make parents understand that the parent volunteers will be responsible for the supervision of children.

We currently have 55 students enrolled.

Ruchi suggests asking parents to pay installments to obtain their commitment.

Emily made the suggestion for a day visit which would cost \$69 for the day.

The camp works out at \$250/pp.

The risk is that we won't know if students are committed to attend the camp until next year. And at that point we are on the hook for 35% of the total costs. The school agrees to halve the risk financially with the P&C. By the 28th Feb we would need a commitment from the students willing to attend camp.

Adam and Ruchi agree to put out an expression of interest in term 4 for our current band students and ask for a deposit for camp.

Adam suggests that band also offer kids the option of not staying over at camp but still participating in the day activities for almost the same costs.

Paying for the deposit and camp costs is put to a vote Do you vote to pay 2 NR deposits of \$750 for 2023/ 2034 band camp and accept risk of up to \$2,000 extra (rest to school) with the decision point of Feb 24 2023.

The vote is passed.

Kind Regards

Ruchi Shrivastava

Fundraising Report

Education Week Open Day BBQ

We had over \$2200 of sales of sausages and drinks for the day, over 450 orders of sausages. We made over \$1000 of profit for the event.

Thank you for Trudy M, Thresye S, Sara G, Ice, Stephanie L, Lynley S, Belle S, Emma, Linda and Belinda's helps for the day.

Father's Day Stall – 30 Aug

Father's Day Stall will be on Tuesday 30 Aug.

A great range of gifts for Fathers, Grandfathers and/or carers will be available for purchase ranging in price from \$1 to \$20 and Gift Packs will be available on Qkr!

We will accept cash or cash vouchers. Cash vouchers are available to purchase through Qkr! for your children to spend at the stall.

The children will be escorted to the stall by their teacher. Classes will attend the stall with their buddy class. Please send a carry bag with your child (limited amount of gift bags will be available for purchase).

If you can help out with the Father's Day Stall, please contact, Emily Wong at cpspcfundraising@gmail.com or sign up through the SignUp link below:

<https://signup.com/go/sctYJmU>

Disco in Term 4

Could we schedule a disco in Term 4?

Building Fund Report

Building Fund / Grants report – September 2022 - General Meeting

Summary:

- Meeting held with Rob and School Executive about the Clubgrants Category 3 Grants round, pending details back from school executive on whether we are proceeding to obtain quotes for Covered walkway from new building to near Canteen.

Organisation	Grant	Min Val	Max Val	Opening Date	Closing Date	Comments
Grants available						
Australian Department of Social Services	Volunteer Grants 2022-2023	\$1,000	\$5,000	12/08/2022	16/09/2022	EOI to be submitted, then you have to be invited by you for portable equipment purchases, fuel for volunteers etc
NSW Government	Clubgrants Cat 3 Infrastructure Grants: Sports and Recreation	\$50,000	\$300,000	10/10/2022	31/10/2022	Projects approved before, floodlighting, Shade Structures
NSW Government	Clubgrants Cat 3: Infrastructure Grants: Community	\$10,000	\$200,000	10/10/2022	31/10/2022	One School awarded in last round for shade covers
NSW Government	Clubgrants Cat 3: Infrastructure Grants: Arts and Culture	\$50,000	\$200,000	10/10/2022	31/10/2022	Infrastructure for arts and culture, eg Libraries, multipurpose rooms etc
The Epping Club	ClubGrants Cat 2	Not listed, depends on funds available		All year		No details, have to contact the separate committees for each club to find out more information. Each club has to put 0.4% of their earnings into this fund
Parramatta Leagues Club	ClubGrants Cat 2			All year		
Real Insurance	Real School Grants Program 2022	\$0	\$5,000	Now	30/09/2022	Write a long form description (maximum 650 words) of how your school would do with the allocated grant, and how it would benefit your school and/or community. Each entry that is submitted must align to one or more of the Real Insurance company values: Health - clearly provide intent and evidence of planned work(s) that would promote the health of the intended beneficiaries. Learning & Development - clearly outline the plan of learning and research outcome that would lead to an improved outcome for the intended beneficiaries. Information & Technology - provide a justified summary of current lack of access to information and/or technology (e.g. online/remote learning tools) that would prove highly beneficial to the intended beneficiaries. Community & Infrastructure - clearly provide intent and evidence of planned work(s) that would promote a positive or improved outcome for the intended beneficiaries.
Australian Department of Veterans' Affairs	Saluting Their Service - Major Commemorative Grants	\$0	\$10,000	Now	11/10/2022	Can be included: - public awareness and/or cultural activities - school initiatives and/or educational activities – including memorial gardens (which must include a memorial item such as a commemorative plaque or plinth).
Business.gov.au	Community and Small Business Fund CCTV Fund NSW	\$0	\$5,000	1/07/2019	30/06/2023	LGA applicable - Parramatta included

Class Parent Report

Class Parent Report – September 2022

On Thursday, 25th August the school held two workshops for parents with a P&C run Morning Tea between these two events.

I am pleased to report that the Morning Tea was a great success! Members of the P&C as well as school staff met a range of new (and old) parents and spent a wonderful time talking about our school as well as the school community.

11 new parents signed up to our contact list, 9 of which, so far, I was able to connect to other parents of their classes (WhatsApp).

I would like to say a huge THANK YOU to Rob, Belinda, Stephanie, Belle and Afshan for volunteering their time to meet new parents at this Morning Tea. I would also like to thank Annie, Jess and Sarah who approached the P&C in the first place and allowed us to organize this event.

Our WhatsApp group for Kindy 2023 has been up and running for a while now. We are currently finalising flyers for the Kindergarten 2023 orientation, both to join the WhatsApp group and to express interest in becoming a class parent/language representative.

In addition, we are well on our way to having our documents translated to a range of languages. We currently have translations in Chinese, Korean, Hindi and Urdu and we are working on Arabic. These translations include our Class Parent program documents as well as the "get to know the P&C document".

Thank you very much to our busy translators David, Emily, Ruchi, Muzna, Areeba, Seemal, Yeoung and Gloria!! Marwa has also kindly offered to translate into Arabic, which is still in process.

Further, regarding WhatsApp groups, I have been trying to think about the most efficient way to organize parents into Year and Class groups.

At the beginning of this year, we found that we couldn't communicate the P&C run groups to the class teachers quick enough, resulting in multiple groups in some instances (P&C run as well as parent created).

Moving into 2023 I would like to work on two things:

- better communication with the school/class teachers regarding P&C run WhatsApp groups
- creating 2023 WhatsApp Year groups by the end of this year. This way I am hoping we can bring all parents from this year forward into the next year and keep a streamlined path for communication open
- Individual groups can then be posted in the Year group once classes are confirmed by the school
- furthermore, as our focus has primarily been K-2, I will be creating WhatsApp Year groups for Years 3 – 6 to easier connect new parents from these years

Throughout these last two years class parents have been busy organizing social events for either their individual classed and/or Years. To not continuously ask parents to organize food/drinks and/or other expensed I would like to ask the P&C to consider approving a budget of \$500 to go towards organizing social events in the future.

I am excited about the community of parents we have already been able to build and look forward to expanding the class parent program in 2023.

Vote for P & C Social Events

Are you interested in investing up to \$500 to spend on social and parent networking events in Term 4 2023?
The vote is passed.

Svantje

Class Parent Coordinator

Principal's Report

2022 NAPLAN RESULTS

This year's NAPLAN result have been released. Overall, we are very pleased with our results. 'NAPLAN online', delivers an assessment platform, allowing students to achieve beyond the previously highest bands of 6 (for Yr 3) and 8 (for Yr 5).

Our Yr 3 & Yr 5 results compared favourably with similar school groups (SSG's) and state averages in all areas of Literacy & Numeracy.

The percentage of students achieving within the top two bands (bands 5 and 6 for Yr 3 and bands 7 and 8 for Yr 5) has dropped slightly in a few areas, especially for Year 3. This is to be expected due to the disruption to learning over the past 18 months. Year 5 have made some pleasing gains in some areas, especially writing.

Well done to our students and staff. I would also like to acknowledge our parents for their efforts in home learning last year.

YEAR 3 PERCENTAGES IN BANDS

READING

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
1%	9%	8%	14%	20%	22%	15%	9%	2%	1%

WRITING

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
2%	6%	4%	21%	35%	22%	10%	1%		

SPELLING

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
3%	2%	6%	14%	21%	30%	14%	8%	3%	

GRAMMAR & PUNCTUATION

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
2%	5%	6%	14%	25%	17%	12%	12%	3%	5%

NUMERACY

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
1%	6%	20%	23%	14%	18%	14%	3%	1%	3%

YEAR 3 CPS v SSG v State			
	CPS top 2 bands	SSG top 2 bands	State top 2 bands
Reading	69%	72%	53%
Writing	68%	74%	56%
Spelling	75%	69%	52%
Grammar / Punct.	74%	72%	53%
Numeracy	51%	55%	37%

YEAR 3 PERCENTAGES IN TOP TWO BANDS (2016 - 2022 RESULTS)

READING

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	77%	74%	67%	77%	77%	69%

WRITING

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	79%	69%	71%	83%	89%	68%

SPELLING

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	82%	73%	80%	79%	80%	75%

GRAMMAR & PUNCTUATION

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	82%	83%	72%	83%	80%	74%

NUMERACY

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	61%	64%	65%	67%	69%	51%

YEAR 5 PERCENTAGES IN BANDS

READING

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
0%	0%	1%	2%	15%	24%	34%	17%	6%	1%

WRITING

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
0%	0%	0%	3%	16%	25%	29%	23%	2%	2%

SPELLING

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
0%	0%	0%	2%	10%	18%	31%	33%	5%	1%

GRAMMAR & PUNCTUATION

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
0%	0%	0%	6%	15%	20%	26%	18%	13%	2%

NUMERACY

Band 1	Band 2	Band 3	Band 4	Band 5	Band 6	Band 7	Band 8	Band 9	Band 10
0%	0%	2%	4%	17%	17%	29%	17%	12%	2%

YEAR 5 CPS v SSG v State			
	CPS top 2 bands	SSG top 2 bands	State top 2 bands
Reading	58%	61%	40%
Writing	59%	43%	27%
Spelling	70%	59%	40%
Grammar / Punct.	59%	53%	34%
Numeracy	59%	52%	29%

YEAR 5 PERCENTAGES IN TOP TWO BANDS (2016 - 2022 RESULTS)

READING

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	40%	63%	40%	52%	53%	58%

WRITING

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	18%	33%	33%	30%	44%	59%

SPELLING

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	34%	69%	57%	64%	77%	70%

GRAMMAR & PUNCTUATION

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	46%	58%	54%	62%	60%	59%

NUMERACY

Year	2016	2017	2018	2019	2021	2022
% top 2 bands	34%	61%	64%	61%	56%	59%

FATHER'S DAY STALL

A huge thank you to our P&C for organising our Father's Day stall. Special mention to Emily Wong and Rob Kerle for their efforts over recent weeks. Thank you to the following parents for helping out on the stall – Stephanie Lam, Lynley Saunders, Belle L Sitingco, Belinda Sultana, Sadaf Adeel, Kylie Rickard, Jessie Li, Kylie Morris, Joanne Zhou, Winnie Zheng, Zhimin

Cai, Ella Xu, Xiaoyan Mao, Shaomin Su, Joycelyn Lim, Afshan Khan, Shaila Yasmin, Linda Xu and Jiyoung Park.

PARENT WORKSHOPS

Thank you to those who were able attend the 'New Arrival' and 'Resilience' workshops. It was lovely seeing parents back onsite and connecting as a community.

We value community participation and as part of our Strategic Direction 3, we have a team who are dedicated in supporting parent well-being. The team will read the feedback forms to see which areas we could focus on for our future workshops.

If you were unable to attend but still interested in accessing the presentation notes, they are available through school ClassDojo. We would also like to thank the P&C for preparing the morning tea for this event.

CONGRATULATIONS MRS ELLIOTT

Congratulations to Mrs Elliott who was successful through the merit selection process and has been appointed as our Assistant Principal, Curriculum and Instruction (AP, C&I). This role is a Department of Education initiative with AP,C&I positions being introduced in all schools. Mrs Elliott will commence her new role next year.

The Assistant Principal, Curriculum and Instruction (AP, C&I) position is a leadership role dedicated to ensuring literacy and numeracy knowledge and skills are embedded in curriculum and assessment; high quality teaching practices are enhanced; and the capabilities of middle leaders are strengthened in literacy and numeracy instruction.

Mrs Elliott will not have her own class, but will work alongside teachers, co-planning and co-teaching in a continuous improvement process that seeks to uplift teaching skills and improve student outcomes.

Our school still has a 0.2 (1 day / week) AP,C&I position that is unfilled. We hope to be able to fill this position early next term, with a 2023 commencement date.

CONGRATULATIONS MRS GRIMMOND

Congratulations to Mrs Grimmond who was successful through the merit selection process and has been appointed as the Assistant Principal, Curriculum and Instruction (AP, C&I) at Kuring-gai Public School, commencing in 2023.

STAFFING 2023

As a result of the above mentioned AP,C&I positions and a pending retirement, we have three permanent vacancies for 2023 which we hope to complete the recruitment process next term

1. Classroom teacher vacancy, created by Mrs Elliott's appointment as our AP,C&I
2. Classroom teacher vacancy, created by the retirement of Mrs Woodbury.
3. EAL/D teacher vacancy, created by Mrs Grimmond leaving CPS to take up AP,C&I role at Ku-ring-gai PS.

Currently we only have 64 Kindergarten students enrolled for 2023, compared to 100 this year. If we don't reach 100 students, we will have less classes and teachers next year.

PLAY EQUIPMENT PROJECT

A huge thank you to our P&C for contributing \$250,000 for our new play equipment / playground. We are hopeful construction will commence in Term 4.

PRE SCHOOL / SCHOOL CARPARK SAFETY UPGRADE

Work on our pre - school entrance safety upgrade should be complete within the next month. This project involves the creation of a new entrance to the pre - school, relocating it to the school's boundary which borders the Macquarie Business College. This new entrance will allow safe pre – school access for families, no longer having to travel through the staff car park.

The vehicular entrance to the CPS carpark will also be automated, preventing non authorised vehicles and pedestrians from entering the car park. This will be completed next term.

BOOK WEEK CELEBRATIONS

Mr Vitnell has organised the following activities for Book Week.

Book Fair

The Book Fair is a family event where adults and children will have the opportunity to explore a huge range of affordable books featuring characters and subjects' kids love and

want to read about. From newly released books and bestsellers to award-winning titles and perennial favourites.

This is also a great way for you to learn about and discuss your child's interests and every book sold benefits our school, adding resources to our library and classrooms.

The Book Fair will be held in the library and take place between Monday 19 and Thursday 22 September and will be open each day from 8.45 am to 9.15 am and 3.15 pm to 3.45 pm.

On Tuesday, 20th September (Book Parade), the Book Fair will be open from 8.45 am to 12 pm.

Payment can be made through EFTPOS (No Amex) in the library and is the preferred method of payment. Cash will also be accepted.

Dress Up and Parade

On Tuesday, 20 September, we will be holding our book character parade. The Book Week dress up and parade is a day event where children can come to school dressed up as their favourite book character. The parade will take place between 10:15 – 11:25am and will be held under the undercroft (new building).

Parents will have the opportunity to join us for the book parade and are welcome to join their children for a picnic lunch between 11:25 – 12:10pm.

TELL THEM FROM ME – PARENT SURVEY

This Term, our school will be participating in the Partners in Learning parent survey, another part of the Tell Them From Me suite of surveys (student, teacher and parent surveys) on student engagement. The survey asks parents and carers questions about different factors that are known to impact on student wellbeing and engagement.

Running this survey will help our school understand parents' and carers' perspectives on their child's experience at school. These include: communication between parents/carers and staff, activities and practices at home and parent/carer views on the school's support of learning and behaviour. This valuable feedback will help our school make practical improvements.

The survey is conducted entirely online on smartphones, ipads, tablets, laptops or computers. The survey will typically take 15 minutes or less to complete and is completely confidential. The parent survey will be conducted between 5 September and 21 October. Though participating in the survey is entirely voluntary, your responses are very much appreciated.

Information about the survey is available at the TTFM [website](#).

To access the survey, click on the following link <http://nsw.tellthemfromme.com/987ck>

General Business

- 1) Vote to order 30-50 new CPS zone representative sport shirts at a cost of \$2000 total
Sports Uniform – Are you in favour of spending up to \$2000 on replacement sports representative shirts.
The vote passed.
- 2) Vote to purchase 5 cherry blossom trees at a cost of \$435
Tree vote - Are you in favour of assisting in purchasing trees for the school planting project of value \$435
The votes passed
- 3) Is the school aware of the government sporting schools grant?

If not it would be a great opportunity to bring more sports activities to the kids on school grounds.

See link below

https://www.sportaus.gov.au/_data/assets/pdf_file/0008/1055780/36745_Sporting-Schools-2022-Term-3-and-4-Grant-Guidelines-acc.pdf

Thanks,
Lisa

Yes the school is aware and uses it most the terms throughout the year. The school used this for table tennis teachers this year.

Matters arising and business to be carried forward

Item	Meeting to respond
School & P&C to meet and discuss funding requirements and grant opportunities for next priority projects	September
P&C- President, Treasurer and others as needed to assess current financial position and outstanding spending for 2023	September

Close

The next meeting will take place on: **Monday, October 17, 2022 7:30pm**

Meeting Closed at: 9:08pm