Caloundra City Private School
Minutes for Parents & Friends Association Meeting
Wednesday, 20 February, 2013
Dame Elisabeth Murdoch Library

Attendance:  Dr Dirk Wellham, Natarsha Turner, Tanya Lawler, Kerrie Noyes, Tracy Anderson, Nicole Parrott, Karen Petfield, Sharon Peters, Margaret Adams, Kelee Whitney, Linda Shore

Apologies:  Janelle Murphy, Joanne Mobbs, Gillian Carr

Meeting opened at 9.30am with welcome from President Natarsha Turner.

Minutes from last Meeting
The minutes from the last meeting, held Monday 5 November, 2012 were tabled.

Business arising from the previous Minutes
- **Watershed Wines Fundraiser.** After discussions with some of the teaching staff, it was decided to postpone this fundraiser until 2013. Tony Brandtman (Year 2 parent) & Marketing Manager for Watershed Wines, was offering wine by the carton at a cost to purchasers of $60 i.e. $10 per bottle. The P & F were to keep $4 of this, making $24 per carton sold. For anyone who attended the Trivia Night in 2012, the Red & White wines sold on the night were from Watershed Wines, a Margaret River WA winery. We will reconsider this as a Term 4 fundraiser. Parent Sharon Peters asked Dr Wellham if he had concerns with this type of fundraiser and he replied that he didn’t. It was agreed to revisit this later in the year.

- **Second Hand Uniform Stall.** Gillian Carr made enquiries re establishing a second hand uniform stall, to be held twice a year, as a means of parents selling items unable to be sold second hand through the schools Uniform Shop eg. Hats & swimwear. Schools Business Manager, Mrs Melinda Short advised that due to a contract between the School and Y’s clothing such a stall would not be allowed to be run by the P & F. It was decided that a Meeting be scheduled between Business Manager, Mrs Melinda Short and a
small parent group to discuss Y’s contract conditions and if some of these have expired time wise. Natarsha Turner is to check with Gillian Carr if she would like to follow up on this, otherwise Tracy Anderson has agreed to speak with Mrs Short.

**P & F Blog.** Gillian Carr suggested a blog be set up to put Parents in touch with other Parents who may be after a specific school item eg. Boy’s formal shirt size 10. This was discussed with Desley Grant who advised that we would be unable to do this as someone would need to monitor the site & the School’s website may not always be appropriate. Ms Grant is looking to see if we can secure a noticeboard that could display items for sale etc. It was suggested that perhaps a Facebook site could be set up for this purpose and be open only to school families. Natarsha Turner will speak with Gillian Carr to see if she is able to take control of establishing this.

**School Discos.** P & F have purchased a supply of “one time use” wristbands that students must show to gain access to the Disco room. This is to ensure that students who attend on the night have paid an entry fee which assists in covering the $355 cost to hire a DJ for the evening. We are also requesting Parents help out on the night, in half hour time blocks, to assist with food and drink sales and food preparation. We are also considering ways in which to attract students from Years 8 to 12 to attend the evening. It has been suggested setting up another room & asking the school’s rock band, “Colliding With The Sun” to play. It was agreed to speak to Mrs Amanda Stuart, Head of the Senior School, about speaking to students from these year levels to ask them what they would like us to organise for them.

**DVD of CCPS 2012 Country Music Muster.** P & F received a good response from Parents requesting copies of the Prep to Year 5 Concert. A small fee of $5 was charged to cover the cost of discs, disc covers and labels. We hope to offer this again this year and also for the Twilight Concert.

**Bean Bag for Year 6 Classroom.** As requested by Mr Maguire during 2012, the purchase of a bean bag for Year 6 class room has been made and delivered to Mr Maguire. The purpose being a place to lie down for students feeling unwell, but not sick enough to be sent to the office or home.

No further business from previous minutes.

Tanya Lawler proposed to accept the Minutes from the last meeting. Seconded by Natarsha Turner.

**Principal’s Report by Dr Dirk Wellham**
• Year 12 2012 Academic results saw 8 out of 10 students offered University places. Three students are undertaking courses at University of Queensland, 2 studying Engineering and one Physiotherapy. Among the results were OP3, OP4 and OP5. 100% of OP course students achieved in the OP1-15 band. The School and the School board are proud of the individual care and attention that supported our students to attain their immediate goals for academic results and associated careers. The school has the support of the School Board in maintaining these academic standards.

• Visiting the Junior school it is pleasing to view the strong positive relationships being developed between our students and their Teachers.

• Enrollment Numbers. There is room in some year levels for extra students and 2 or 3 classes are wait listed. Moving forward, there is one class per year level and management of enrollments will be crucial. There are more students in the Senior School in 2013, with 10 Year 12 students. Looking to 2014, we look like having 18 Year 12’s.

• Principal and Board Chairman have met with Stockland, developers of the Caloundra South Project to discuss bikeways to link this development with CCPS.

• Principal and Board Chairman will also meet with HR from the new Kawana Hospital to get the name of our school out to the planners of the new hospital and potential new employees.

• Business Manager, Mrs Melinda Short, is looking into billboard advertising for the school. We need to establish our brand of who we are and where we are. A lot of marketing comes from positive word of mouth.

• ICT planning strategy. Year 5 students are using iPads in their school studies & are loving what they are learning with these good universal devices. The school is researching ICT upgrade to make our existing ICT program better for Teachers, Students and Parents. There are programs available where students can complete their school work on-line if they happen to be absent from school.

• Co- Curriculum. HPE teacher Mrs Michelle Murphy continues to organise co-curricular sport and inter-school sport for the students. At the recent Yr 4-12 swimming carnival, students were encouraged to participate and this saw an increase in the number of students entering the Competitive races from the non-competitive events.

• Scottish Exchange Student is due to arrive next week to begin their 6 week exchange.

• The School will this year stage the musical Suessical Jr.
Treasurer’s Report by Joanne Mobbs
Working Account Current Balance - $4,693.93
Business Online Saver Balance - $20,610.98
Net Position $25,304.91
Expenses and Income for this year are as follows

Expenses – Whiteboard, Markers & Wristbands - $141.04
- Storage Boxes - $14.95

Income - School Banking - $46.31

General Business

• We would like to consider the construction of a Sand Pit in general playground, with a shade cover over the area. Currently the only sandpit is in the Prep playground and students from Year 1 up don’t have access to this. Parts of the current playground equipment are too big for some of the students to play on, and a couple of students have suggested that they would like to be able to enjoy sand play in their lunch break. P & F are prepared to fund & have had an offer from a Dad who is willing to build with some help from a working bee. We will seek more feedback from Parents and students regarding this.

• Relocation of Longjump pit. Following on from talks with HPE teacher, Mrs Michelle Murphy and Business Manager Mrs Melinda Short, we are looking to fund the relocation of the longjump pit to the opposite end of the oval (to the corner closest to the sandstone wall). Mrs Murphy is looking at getting the Groundsman to mark out the area to ensure there is sufficient room for the pit and runway. Once the most suitable spot is decided on, we have fathers willing to complete this work in time for the Athletics season. The cost would be for materials & any machinery hire needed. Parent Mr David Turner will meet with Mrs Murphy in the coming weeks to sort out the final planning.

• Highjump Flop Mats. After pricing the purchase of flop mats, it was decided that due to the limited use, the storage of 2 – 3 bulky mats and the cost of between $6,500 and $7,000 that we would not go ahead with providing these. We have spoken to Mrs Murphy who is going to arrange for a “Flop Coach,” who can supply their own mats, to come and instruct interested students in this skill.

• Supporter’s shirts are currently sold for $49.95 through Uniform Shop. Can these be sold at cost price to encourage more Parents to
purchase and wear to sporting events eg. SCISSA Swimming, Cross Country & Athletics Carnivals. It would be a great way to promote our school pride & spirit. Mrs Linda Shore from the School’s uniform shop informed us that Y’s clothing set the price of the supporters shirts, not the school. Nicole Parrott suggested that we use the Supporter shirts that were contained in each Soccer Kit as the school has no teams entered into competitions this year. Each kit should have the shirts paid for by the Soccer club that were worn by the Coach and Manager on game day. These could then be worn by Parents assisting Mrs Murphy at various sporting events. Mrs Parrott has offered to contact Teacher Miss Julie Hirst, who is the custodian of the soccer kit bags, to arrange collection of the shirts if the Soccer committee is agreeable.

- **Storage Shed or space for P & F.** We require our own storage for items which are currently being stored in the homes of the P & F Exec. & School offsite storage shed. These items include leftover Mother’s/Father’s Day Stall stock, Festive Fair leftovers, banner & signage, linen & storage tubs. Having our own secure storage would reduce the risk of loss/spoilage. Is there space in City Stars Kindy or elsewhere in the school? Stock would be stored in labeled plastic storage tubs & kept in a neat & tidy fashion. Tanya Lawler offered to speak with Business Manager Mrs Melinda Short to discuss any options available.

- **Our school’s permaculture program has been a wonderful success with the children working hard to maintain and build a great horticulture area.** This year the children have many plans to create a hot house, buy new equipment and continue to maintain this area. P and F are again organizing an **Easter Holiday Hamper Raffle** which was a success in 2012, raising over $1,100. A letter and 10 raffle tickets will be sent home with the youngest child in the family on 4/3. Tickets stubs, unsold tickets and money are to be returned by 22/3, with the prize drawn on Easter Assembly. The value of the hamper will be upwards of $150 & will be on display in the Library from 4/3. Tanya Lawler has spoken to Mr Gerard Maguire Year 6 teacher and Permaculture co-ordinator to encourage the Year 6 students to donate to the hamper. Kerrie Noyes is arranging hamper basket & other items to go into the raffle. Joanne Mobbs has obtained a $50 Civic voucher as part of the prize.

- **Due to time limits, this item will be held over until the next meeting.** Mrs Murphy, HPE Teacher, is organizing our school community to enter fun run/walk events across the Sunshine Coast. All students who participate will earn 10 points for their house. Parents who run/walk in the events may also earn points for their child’s house. Mrs
Murphy would like the students to wear a **colourful running t-shirt** that displays our school name and is looking at suggestions for colour, design & sponsorship to cover cost. It may be that the colour is outside our school colours so that our participants stand out. P & F may be asked to assist with covering the cost of these shirts.

- Music Teacher Mr Paul Cusick has asked the P & F to fund a **class set of Flexible Piano Keyboards** for the school music program in Prep to Year 10. Part of the proceeds from the School Disco to be held 1/3 can be used to fund this purchase. An order has been placed for 15 keyboards.

- Mrs Murphy, HPE teacher, made a request at the end of 2012 for P & F to fund a **Multi-lane timing system** for use in swimming carnivals, cross country and athletics. An order was placed during week one and the timers arrived in time for the Year 4 – 12 swimming carnival. The system has greatly assisted Mrs Murphy in capturing the students times in preparation for SCISSA Swimming Carnival held 19/2.

- Catalogues for our **Mother’s Day Stall** have arrived. Tanya Lawler & Kerrie Noyes have volunteered to place an order for stock before the end of Term 1. As the stall coincides with SCISSA Cross Country, we have decided to hold it on Thursday 9 May. Students will visit the stall in their class groups. Gifts will be priced between $2 and $10.

- **Fete**. We are looking to hold a School Fete as our major fundraiser for the year. A date needs to be decided on ASAP so that planning can begin. We will also need to decide on a name as it is unlikely that it will be held at year’s end. More discussion needs to take place, as parents have offered other ideas to coincide with the school musical that aren’t reliant on the weather.

- **Entertainment Book Fundraiser.** Karen Petfield has volunteered to co-ordinate this fundraiser & has invited a company rep along to discuss the program. As the Rep did not show, it was agreed that Karen go ahead and arrange as there is no set number of books that need to be ordered and unsold books can be returned. Karen will arrange for 10 display books that can be displayed in class/home rooms and School Admin should Parents wish to peruse before placing an order. The School stands to earn $15 from each book sold.

- Mrs Margaret Adams, School’s Tuckshop Convenor, has requested the P & F to fund some **café style tables and chairs for the Tuckshop Deck.** This is a meeting place for many students and there is currently seating for them to use. It was agreed that we liaise with Margaret to find suitable tables and chairs.
Sub Committees. In past years, the P & F has had committees to assist with the planning of various social and fundraising events throughout the school year. After discussion, it was agreed to establish committees for Performing Arts, Fundraising, Permaculture and General Business. Kerrie Noyes is to request names of Parents willing to form these committees via this week’s School Newsletter, with contact details to be emailed to pandf@ccs.qld.edu.au

No further business to discuss.

The next meeting will be held ….~/3/2013.

Meeting was declared closed by Natarsha Turner at 11.50am.

…………………………
Kerrie Noyes
Secretary