

PTA Council Meeting Minutes – Friday 2nd May 2014 8am

Present: Laurie Clark, Peter Clark, Rochelle Green, Dave Pettigrew, Julie Reich, Scott Crawford, Sam Pierce, Jeanette Forte, Tim Reilly

Apologies: Henry Creque

RESULTING TASKS

- *Jane to order high school Spanish dictionaries and seek reimbursement from PTA.*
- *Jane to revert back on teacher discussions on new ways the PTA can help teachers.*
- *Sam to source and purchase blackout material. Sam and Jeanette to make curtains. Jane will prioritize which classrooms are to receive them.*
- *Jane/Tim to check with high school teachers if document cameras are being used. Possibility to move them to Primary.*
- *Dave to follow up on a school wish list with Laurie. Email parents for unused cameras.*
- *Tim to get a specific list of toys for play leaders.*
- *Tim to check with Lesley Bayles to see if she can liaise with Peter about how to proceed on book cupboard shelving.*
- *Laurie Order Spanish picture dictionaries, English Oxford dictionaries and Easels . Request reimbursement from PTA.*
- *Tim, Scott, Laurie to look at idea of extra iPads in classroom, and comeback with specific requests.*
- *Jane will approach students to see if they would be interested in creating a mural on kindy wall.*
- *Peter will discuss Halloween party with Visar.*
- *Julie to coordinate adult disco.*
- *Laurie and Rochelle to organize Readathon event.*
- *Summer book fair Rochelle to organize.*
- *Jeanette to coordinate, family fun day and new teacher welcome.*

High School Requests

Jane discussed feedback she had received from teachers as to how PTA could assist them. She was hoping to discuss with teachers in the next staff meeting different ways that we can help other than just financially. For example, new teacher welcome and “classroom flipping”. Some discussion with Peter and Scott that each teacher has a different idea of how they want the classrooms set up. Peter is happy to help facilities wise but teachers need to agree on what they need. Zach, Peter and teachers will liaise and perhaps PTA can assist with some issues such as classroom painting, purchases outside of budget.

It was agreed that the **Spanish dictionaries** that were approved last meeting should be ordered. Jane will order and claim back from PTA.

High school teachers are requesting **Blackout curtains**, to help improve quality of student presentations. One set have already been made at a cost approximately \$200 for one classroom and we would need another 9 sets. Jane suggested prioritizing classrooms and Sam knows where to purchase blackout material. Sam

Primary Requests

Tim discussed items that primary teachers had requested.

Document cameras to assist in classroom. They project live images up onto smart board. Looking for 10 and range in price from \$50 to \$800. Jane suggested checking if the ones that are in the high school are not being used perhaps primary could use them.

Additional **Digital Cameras** for classrooms, maybe 3 or 4. Julie suggested that we ask parents if they have any unused old cameras that they would donate. Dave suggested that the school come up with a wish list of items the school needs, that we could publicize in school, on website, newsletters etc.

\$400 for playleaders to purchase new games. PTA requesting specific list, potential for parent donations from home.

Shelving for book cupboard. Rochelle asked if the funds were supposed to come from last years Readathon. Funds still available but may not be enough. Jenny Jermyn was working on it. Peter installed dry lamps, but it didn't progress from there. Tim will speak with Lesley who can discuss with Peter how she wants to proceed.

Spanish picture dictionaries for Primary approved, approximately \$270.

iPads 1 or 2 per class. See how many would be covered in IT budget. Scott wants to know more information about how they will be used, look at benefits to the class.

3-5 English Oxford Dictionaries and Thesaurus, to reference in addition to the US dictionaries the classrooms already have. Approved by the PTA.

2 Easels for new garden area \$280 approved for purchase.

Tim mentioned that the primary teachers are very appreciative of PTA efforts. He had received a few suggestions for future PTA projects, a Science cupboard for Primary to carry out experiments. Improve TA work space. An informal meeting between PTA and teachers.

Other Business

Discussed where we are with the kindy area development. Big project, maybe bigger than the PTA can handle. Jeanette suggested there should be a grand investment in Kindy for state of the art equipment. Feeling that one big project would be better than lots of smaller ones. PTA happy to help with what we can within our financial means. PTA promised **murals** last year. Jane will approach high school students to see if they would be interested in painting something. Scott discussed the possibility of **parent/teacher day** when we can get together to do odd jobs to improve school premises. Suggested we could help painting blackboard wall in kindy area.

Brief summary from Jeanette on auction results. Net profits of around 110,000.

Great support from parents and PTA. Scott suggested a plaque on bleachers to acknowledge PTA's support.

Treasury report from Rochelle. Around \$3,000 in bank, enough to cover today's purchases. Expecting income from upcoming events.

Report from Scott. Update on this year's hiring and staff movements. Advised that Tim Reilly will be leaving Cedar next year but a replacement already found.

Discussion about handing over **Halloween party** to Visar. PTA doesn't have the man power to run event but maybe we could co-run with Visar. Peter will discuss with Visar.

Peter mentioned request for carpet in library. Decision for school.

Peter updated us on **shade area**. Working on adding shade in music room area which is the priority, but has also put in a proposal for second shaded area on other side of playground. Discussed shade for bleachers. Scott will look into which bleachers have a shade option.

Teacher's appreciation lunch planned for Wednesday 25th June. We will get parents and PTA to potluck.

Julie is organizing **parent school disco** for Saturday June 7th. Meeting with Robert Wong who is donating Paragon. School will sell tickets \$15-\$20. Hoping no one will have to work, so may hire some helpers to run bar. Peter happy to oversee workers and any cash issues.

Readathon has been booked for first week of June Monday 2 June till Sunday 8th June. Laurie & Rochelle to organize this event.

Summer book fair planned for Wed & Thurs 4 & 5 June to coincide with Readathon, Rochelle to organize with Jennie Jermyn.

Car boot/yard sale, has been requested again, discussions on whether to have it on a Saturday or Sunday. Update since meeting but to be included in these minutes, date set is Saturday 14 June (Walter will host his regular soccer at Cedar that day)

Jeannette would like the PTA to host a **family fun day** on 31 August from 3pm at Long Bay Beach (venue to be confirmed). All new families to the school would be invited & with lists from Verney we would ensure there was a Cedar family from each age group of new entrants there to meet & greet as well.

Rochelle would still like to host a **coffee morning** up on terrace on first or second day of school as per last year, after drop off to encourage any parents who couldn't make the beach day.

New teacher welcome discussed. Where new teachers, their teaching mentor & (preferably) their room parent spend a day together either Sat or Sunday 6/7 September. Discussions had in regard to a boat trip or something else. Jeannette keen to be involved in this but will need help as we get closer to the time.

Night of Nations was discussed, at present there is no-one that PTA is aware of willing to take this event on this year. Discussions had about advising the Cedar community to see if there is someone out there wanting to put their hand up. This event could also be an event held every other year as Jeannette has advised in the past.

