



# Coolbinia Primary School P&C Association

## GENERAL MEETING – Minutes

Wednesday 13<sup>th</sup> May 2026 at 6:30pm  
Coolbinia Primary School Library

### 1. OPENING

- 1.1. Welcome – President
- 1.2. Attendees – Chantel, James, Amy, Anika, Nat, Simon, Lloyd, Mark, Emily, Blyth, Sam
- 1.3. Apologies – Luke, Danielle, Tanya, Jannine, Lavinia, Nico

### 2. CONFIRMATION OF PREVIOUS MINUTES

- 2.1. 4<sup>th</sup> March 2026 - yes, Blythe and Nat.

### 3. BUSINESS ARISING FROM PREVIOUS MEETING, ACTION CLOSE OUT

- 3.1. Grant for Volunteers 15/5/26 assembly applied for – Lloyd/Nat - Completed, Money from Grant will assist the - Assembly on the 20<sup>th</sup> and an excursion to the Foodbank/OzHarvest for yrs 4, 5 and 6.
- 3.2. Traffic management around school with Simon – Nat - Completed
- 3.3. Sub-committee meeting to be held to workshop – Not Completed.
  - 3.3.1. Voluntary contributions how to get better uptake?
  - 3.3.2. What are we raising money for?
  - 3.3.3. Why do we exist?

### 4. CORRESPONDENCE

- 4.1. In.
  - 4.1.1. P&C Shed Stock take – Chantel, Huge thanks for the work it was AMAZING!
  - 4.1.2. Comm Bank refund processed.
- 4.2. Out. - None

### 5. REPORTS (Term 2 and 4)

- 5.1. Presidents Report – Not completed
- 5.2. Principal's Report – Provided and attached, funding request list provided.
- 5.3. Treasurer's Report – main account ~\$24,000 and waiting \$10,000 in voluntary contributions to be transferred.
- 5.4. Uniform Sub-committee Report – @~\$13,000, Stocktake was completed and there is a pool of volunteers now available. Time to start for the next set of Leavers shirt. Possible subsidise these.

5.5. School Board Update - Attached as part of Principal's report.

### 6. GENERAL BUSINESS

6.1. Motion and Action Slips - Attached

6.1.1. "Idle Off" – [03 – 4/3/26]

6.1.1.1. Discussed consensus was no campaign and Carried to target comms to the parents and tie into the parking and drop off / pick up video revamp. and join to the 'Your Move'

6.1.2. "School Communications" – [04-4/3/26]

6.1.2.1. Discussed – P&C communication channels. Principal channel is WhatsApp Announcements, with Website as the 'source of truth'. Also, discern what is passed on to the Board and or the school and not actioned by the P&C on a case-by-case basis - Luke / Sam

6.1.3. "Father's Day stall" - [01-13/5/26] - Run as the same as the Mother's Day stall, discussed the Timing of the event – Week 6 Carried - \$2000 funding approved.

6.1.4. Funding requests from Teachers and Staff

6.1.4.1. Approved \$3000 for English resources

6.1.4.2. Approved \$3500 for Mathematics resources

6.1.4.3. Approved \$3500 for SETM Resources

6.1.4.3.1. 10 x iPads to cater for larger class sizes. - Not approved to fund will focus on specific fundraiser for this.

6.1.4.4. Approved \$3500 for Health and Physical Education

### 6.2. General Discussions

6.2.1. Containers for Change

6.2.1.1. It would be great to explore setting up a Containers for Change initiative as a potential ongoing fundraiser. - Focus on the process for collecting and getting the profits back to the P&C.

We may also want to consider setting a clear fundraising goal to help guide community participation and increase engagement.

6.2.2. **Meal Train**

6.2.2.1. The Meal Train initiative has been reinstated this term and is working well, which is wonderful to see. It may be beneficial for the P&C to help promote this once per term to ensure families are aware of it and to maintain strong participation. - Up and running again. Great uptake for the Term 2

6.2.3. **School Events Page (Website)**

6.2.3.1. The current school events page is listed as “till further notice.” It would be helpful to update this with upcoming key events so families can plan ahead. - Simon / Nat to Action

6.3. Template for events and how to capture this for each event. To be in a word format and include key criteria on how to organise the event and provided feedback to future members on what went well – Has been actioned by Emily, will be finessed by Chantel.

6.4. Update on priority-setting workshop (Term 1 Action). Proposal to host a 2 hour evening session virtually (will need a virtual whiteboard license) to identify the ambitions for the school in terms of value generation and purpose. If all agree, I need some guidance on how to confirm a suitable date?

6.5. 27<sup>th</sup> May for Stay and Play. Agreed and will be catered by Sabrina.

6.6. Roller Disco Fundraising event – Saturday 20<sup>th</sup> June 1-3, Year 4’s to arrange bake sale and sell tickets and bake sales – Agreed

6.7. Sports Carnival to be held at Top Oval at Yokine open space. Bake Stall to be staffed by Parents – Comms for volunteers and short times 7<sup>th</sup> August.

6.8. P&C and uniform shop Banners – Purchase \$530 - Carried

### 7. Actions:

- Possible improvement for the drop off at Kiss and Drive using Plantation and also opening doors for kids of drop off. - Simon to Action
- P&C vol contributions passed on to P&C – banking details to be provided to Front Office – Mark
- Replenish P&C Shed items ~\$50 will work and approved for spend – Chantel
- Role of the Class Reps and provide guidance. - Action



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- Parent event Cancelled for 5<sup>th</sup> September due to clash with Fathers Day

### 8. NEXT MEETING

- 8.1. Term 3: Wednesday 12<sup>th</sup> August - Week 4

### 9. CLOSURE – @ 8:50pm



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## Principal's Report and Board Report.

### Principal's Report – P&C Meeting (May 2026)

Coolbinia Primary School continues to perform very strongly, with consistent improvement across teaching, learning and student wellbeing.

- Our school has moved from being high-performing to highly strategic and evidence-driven, ensuring strong outcomes for students.
- Students are achieving well and showing strong growth over time, particularly in reading and numeracy.
- Our classrooms reflect high-quality, consistent teaching practices, supported by evidence-based programs.
- Student wellbeing, behaviour and engagement remain a major strength across the school.

### Recent School Highlights

There has been a great deal happening across the school, reflecting the strength of our programs and community:

- **Student Leadership in Action:** Students led a visit from the Director General of Education, showcasing their confidence, communication skills and leadership. This was noted as the first fully student-led school visit, highlighting the strength of student voice at Coolbinia.
- **Outstanding Staff Excellence:** We are incredibly proud of Ian Wilson, who was awarded ECAWA Digital Technologies Teacher of the Year (2025) and invited as a conference presenter. His work is strengthening digital learning across the school.
- **Positive Behaviour and Wellbeing:** A very high proportion of students demonstrate positive behaviour, with whole-school wellbeing programs now strongly embedded and supporting student success.
- **Rich Learning Experiences:** Students have participated in a range of engaging opportunities including swimming programs, community events, and leadership activities that build confidence and connection.
- **Community and Cultural Events:** Events such as the Anzac Assembly brought the community together, with strong student participation in music, reflection and leadership roles.
- **Facilities Improvements:** Recent funding has supported the development of a new Art Room (nearing completion), enhancing learning opportunities for students.

### Room 7 Initiative Success

The Room 7 program provides targeted learning support:

- *Tailored Learning:* Provides focused literacy and numeracy instruction.
- *High Staffing Ratio:* Enables close monitoring of progress.
- *Holistic Growth:* Boosts confidence, emotional wellbeing, and motor skills.
- *Full Inclusion:* Keeps students connected to home classes.

### New Year 2/3 Stretch and Support Initiative



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Building on our successful early years support, we are introducing the Year 2/3 Stretch and Support model. This will commence on the 18th of May.

- Expert Staffing: Powered by a 0.2 teacher allocation.
- Dual Focus: Delivers both targeted intervention and extension.
- Flexible Groups: Four rotating groups change weekly or fortnightly.
- Core Skills: Focuses on reading fluency, spelling, and numeracy.
- Enrichment: Includes higher-order thinking tasks for high achievers.

### Financial Overview

The school remains in a strong and sustainable financial position:

- Total funds: approximately \$4.74 million (year-to-date)
- Cash balance: approximately \$345,957
- General reserve: approximately \$206,631

This enables us to continue investing in high-quality teaching, student support and improved learning environments.

We also acknowledge the important contribution of the P&C in supporting additional opportunities for our students.

### Teaching & Learning Priorities

Our key focus areas in 2026 include:

- Strengthening reading, writing and spelling.
- Continuing high-quality mathematics teaching.
- Expanding STEM and digital learning opportunities.
- Supporting student wellbeing and resilience.

These priorities are already making a positive impact across classrooms.

### P&C Support Request – Enhancing Student Learning

As requested by the P&C Executive, staff have identified targeted classroom resources to further support student learning across the school.

These include:

- Books and materials to strengthen reading and writing programs.
- Mathematics resources to support hands-on learning.
- STEM equipment, including coding and robotics tools.
- Sports and physical education equipment to support participation and wellbeing.

These requests are:

- Directly linked to classroom learning.
- Designed to benefit all students.
- Aligned to the school's improvement priorities.



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## In Summary

- Coolbinia PS is a high-performing and thriving school.
- Students are engaged, successful and well-supported. (p. 2)
- Staff are highly skilled and recognised beyond the school. (p. 2)
- The school continues to provide rich opportunities and strong community connections. (p. 2)
- The P&C plays a vital role in enhancing the student experience. (p. 2)



## Coolbinia Primary School P&C Association

### Appendix: Motion / Action Slips

[03-4/3/26]



### Coolbinia Primary School P&C Association

#### Action and Motion Slip

Moved by: Mel Mistilis at the General / Executive

Meeting of the P&C held on 4 March 2026

#### MOTION / ACTION ITEM:

That (position / person):
the P&C and/or school, as appropriate
(Action – what and how):
<ol style="list-style-type: none"><li>1. Be informed about the “Idle Off” campaign as supported by major organizations such as:<ul style="list-style-type: none"><li>- Doctors for the Environment Australia</li><li>- Parents for Climate</li><li>- RAC WA</li><li>- The University of Melbourne</li></ul></li><li>2. Form a sub-committee to launch an Idle Off Campaign at the school</li><li>3. Explore any natural links between the Department of Transport’s <i>Your Move</i> program (as integrated into the CPS year 4 program).</li></ol>
By (when?):
For discussion.

Carried / Lost

[rac.com.au/idlefreeeschools](http://rac.com.au/idlefreeeschools)



[04-4/3/26]



## Coolbinia Primary School P&C Association

### Action and Motion Slip

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Meeting of the P&C held on 4 March 2026

MOTION / ACTION ITEM:

That (position / person):
the P&C
(Action – what and how):
<p>P&amp;C to suggest to the school that it implement new systems to facilitate communication between parents and the school about matters that do not really fall into the P&amp;C scope, for example:</p> <ol style="list-style-type: none"><li>Introducing an "Office Hours" or "Ask Me Anything" type forum.</li><li>Twice per term.</li><li>Use a formalized and transparent system to log issues eg</li></ol> <p><i>Please note that all of the interactive features on the Department's own software (Connect) appear to be disabled at present.</i></p> <p><b>Platform Options</b></p> <p><b>1. Connect</b></p> <p>Although often used as a one-way 'noticeboard', Connect has built-in interactive features as long as those features are not left disabled.</p> <ul style="list-style-type: none"><li><b>The 'Library' as an archive:</b> The school can set up a 'Parent Q&amp;A' folder in the School Space Library. Parents can submit questions via email, and the school can upload a weekly written or video response.</li><li><b>Discussion Forums:</b> Every 'School Space' in Connect has a Discussion tab.<ul style="list-style-type: none"><li>The school can open a thread for a set window on a set topic (e.g. Traffic Management feedback – Term 2).</li></ul></li><li><b>Connect Notices with Comments:</b> When notices are posted, the school can enable comments. This allows for a public, logged Q&amp;A under that specific topic.</li></ul> <p><b>2. Compass</b></p> <ul style="list-style-type: none"><li><b>The News Feed (with Feedback):</b> Similar to Facebook, Compass 'News Feed' items can be set to allow parent comments. Eg a school post could say: "Ask Me</li></ul>



## Coolbinia Primary School P&C Association

### Action and Motion Slip

*Anything: School Traffic Management. Post your questions below by 4 pm on X date; I'll answer at Y."*

- **Insightful Surveys:** Compass has a powerful **Survey Module**.
  - Instead of a live chat, the school can send a "Pulse Survey" asking specifically about a particular issue. The results can be shared back to the community to ensure transparency.

#### 3. Third party platforms

Eg Slido. Can be used for Live Q&A or ahead of a meeting

- Parents submit questions. Other parents "upvote" the ones they care about.
- The most "liked" questions rise to the top. This makes it clear to everyone in the room (or online) what are the "big ticket" items.
- Good for AMAs, town halls, school meetings.
- Affordable: free option or \$US60 option.

By (when?):

For discussion.

Carried / Lost

Please email the completed slip to [secretary@coolschool.org.au](mailto:secretary@coolschool.org.au) if not received by the Friday before the meeting, the motion will not be raised until the following meeting.



# Coolbinia Primary School P&C Association

[01-13/5/26]



## Coolbinia Primary School P&C Association

### Action and Motion Slip

Moved by: \_\_\_\_\_ at the General / Executive

Meeting of the P&C held on WEDNESDAY 13<sup>th</sup> MAY

MOTION / ACTION ITEM:

That (position / person):
CHANTEL SEGARAM - 0439936226 - CHANTEL.GRZ@HOTMAIL.COM
(Action - what and how): Term 3 - wk 6 or wk 7 .
FATHER'S DAY STALL - EXPENDITURE \$2000 - PROFIT GOAL \$1500 OPTION #1 - AUG 24 <sup>th</sup> (MON) + AUG 28 <sup>th</sup> (FRI): CHANTEL TO PLAN, ORGANISE + FACILITATE (BOOK WEEK?) (WEEK 6) OPTION #2 - SEPT 1 <sup>st</sup> (TUE) + SEPT 4 <sup>th</sup> (FRI): CHANTEL TO PLAN, ORGANISE + VOLUNTEERS TO FACILITATE STALLS . (WEEK 7)
By (when?):

Carried / Lost

Please email the completed slip to [secretary@coolschool.org.au](mailto:secretary@coolschool.org.au) if not received by the Friday before the meeting, the motion will not be raised until the following meeting.



# Coolbinia Primary School P&C Association

## Funding requests for Teachers and Staff

### Resourcing: Operational Planning 2026

Targeted spending of resources based on the 2026 operational planning cycle

#### English:

##### Priorities:

- **Genre Writing:** Implement the whole school writing scope and sequence and monitor student progress and achievement in this area through the Brightpath assessment tool.
- **Reading:** Continued implementation of Science of Reading approaches using decodable readers in early childhood and lower primary and novel studies in the middle and upper years for reading and sentence-level writing.
- **Spelling:** Implement the whole school phonics, spelling, morphology and high frequency words scope and sequence and monitor student progress and achievement in this area through the PLD spelling screeners.
- **Speaking and Listening:** Review of current practices in the teaching of Speaking and Listening and the establishment of whole school guidelines.

##### Resources identified in operational plans:

- Selected picture books for Science of Reading aligned units of work (Year 1 to Year 2) **\$1000 Luke can provide a list of books**
- Book covering materials for our newly purchased novel sets in the middle and upper primary years **\$2000**

#### Mathematics:

##### Priorities:

- **School-Wide Approaches:** Continue to implement the school-wide approaches in explicit instruction of key mathematics skills, problem solving and fluency through the new Western Australian curriculum.
- **High Quality Teaching Strategies:** Apply the principles and techniques developed in the Teach Like A Champion professional learning groups into classroom practices
- **Differentiated Learning:** Develop learning experiences to cater to students who require enrichment in Mathematics.

##### Resources identified in operational plans:

- School license to newly released Part-Part-Whole Games Pack (Spin to Win) by Paul Swan **\$50**
- School license to newly released Division Race (Race Game Series) by Paul Swan **\$15**
- A set of selected mathematics manipulatives that are in all classrooms for the new SAER class (e.g. interlocking cubes, pattern blocks, etc.) **\$1000 Luke can provide a list of specific resources**
- Set of Bond Blocks - Addition and Subtraction Kit for the new SAER class **\$2490**

#### STEM:



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### Priorities:

- **STEM Inquiry & Project-Based Learning:** Implement STEM and inquiry learning aligned to the WA Curriculum, underpinned by cross-curriculum priorities and the UN Sustainable Development Goals.
- **Digital Literacy Capability:** Build staff and student capability in Digital Literacy through explicit instruction and integration across learning areas.
- **Science Curriculum:** Implement a consistent whole-school Science scope and sequence with clear instructional expectations.
- **Partnerships & Community Engagement:** Strengthen partnerships and community engagement to enrich STEM learning.
- **Robotics & Coding:** Deliver sequenced coding and robotics experiences that build students' computational thinking, digital systems knowledge and capacity to design innovative solutions.
- **STEM Committee Structure:** Establish Science and Technology subcommittees operating under the overall STEM Committee to drive targeted improvement.

#### Resources identified in operational plans:

- New class set of micro:bit V2 to future-proof our Digital Technologies program: **\$1,500-\$2,500**
- (Depending on quantity and accessories such as battery packs)
- Reusable engineering and design materials to strengthen project-based learning: **\$2,000-\$4,000**
- Replacement parts only for current LEGO Education SPIKE Prime kits: **\$300-\$600**
- Targeted iPad top-up: **\$6,000-\$9,000** (Approx. 10 iPads plus cases/accessories)

### Health and Physical Education:

#### Priorities:

- **Physical Education & Fundamental Movement Skills:** To ensure all students develop strong physical literacy, movement competence and confidence through explicit instruction, skills and resilience development and participation in a wide range of physical activities.
- **Health Curriculum Delivery (SEL, Resilience, Friendology, Protective Behaviours, Puberty, Consent):** To implement a consistent Health curriculum across the school that builds social-emotional learning, protective behaviours, resilience and respectful relationship skills in all students.
- **School Sports Program & Carnivals:** To provide high-quality whole-school and interschool sporting opportunities that build skill and resilience development, teamwork, school spirit and participation across all year levels. Continue to intertwine and build students capacity to be resilient, humble in victory and graceful in defeat.
- **Student Wellbeing & Be You Initiatives:** To strengthen whole-school wellbeing practices that support student mental health, emotional regulation, belonging and positive relationships.
- **Staff Wellbeing & Mentally Healthy Schools:** To promote and maintain a supportive, connected and mentally healthy workplace through staff wellbeing initiatives and engagement in Be You professional learning and activities.

#### Resources identified in operational plans:



## Coolbinia Primary School P&C Association

Here is a list of equipment we **need** for sport and carnivals as they are regularly used:

- 4<sup>th</sup> podium/dias (can be made by person if too expensive)
- Bunting reel to safely secure the bunting rather than it be tangled all the time **(\$45)**
- Bunting posts x20 and storage container for them **(\$85)**
- Ball pump **(\$295)**
- 4x tee-ball stands **(\$39.60ea** - replacement stands **\$12.10ea)**
- 4x tee-ball bats **(\$27.50ea)**
- 8x tee-ball bases **(\$15.40ea)**
- Fix the white marquee (broken metal pole in the wind last year)
- Stopwatches (currently have 1 that is working) **(\$57.50 set of 6, \$7.90ea)**
- Class set of mini soccer balls **(x30) (\$12.10ea)**
- Vortex's class set **(x30) (\$20.90ea)**
- Bunting flags and rope **(\$16.43ea)**
- Gymnastics mats **(\$29-70ea)**
- 30x basketballs (class set) **(\$26.40ea)**

Unsure of what it will cost for the two items below:

- New House Flags (old and the material is breaking) for the carnival and base spikes for them
- New Coolbinia PS Flag (for Interschool events) and a base spike for it (ours is miserable in comparison to the other schools)

Total = **\$2000** (closest to) - I've rounded up.