

CWPS P&C Association



2026 General Meeting Minutes
19 May 2026

Meeting Agenda

Time: 19:30 | Venue: Online through MS Teams

Topic	Presented by
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Welcome and Formal Opening

Jay Cai welcomed attendees and formally opened the meeting.

Apologies: Lee Shilpey (Reliving Principal)

Acknowledgement of Country

The Parents and Citizens (P&C) Association of CWPS respectfully acknowledged the Dharug people as the traditional custodians of the land on which the school and community thrive, nurturing children's growth and learning. Respect was extended to Elders past and present.

Principal's Report

Presented by Alexis on behalf of Principal Lee Shipley.

Second Turning Circle Opening

- The second turning circle officially opened on Monday and has been operating smoothly.
- Staff have been supporting students during the transition.
- Parents were reminded to clearly display pickup signs in black text for easier visibility.
- Bag tag survey reminders were shared with parents, with surveys closing Friday.

NAPLAN Preliminary Data

- Preliminary NAPLAN results showed continued academic growth across Years 3 and 5.
- The school reported strong overall performance and growth trends.
- Staff continue analyzing data to guide teaching strategies and support future improvement.

Behaviour Expectations Matrix

- Updated school behaviour expectations were shared in the newsletter.
- Additional supervision has been introduced around bathrooms following recent behaviour concerns.

Birthday Celebrations at School

- The school advised that birthday cakes, ice blocks, party bags, and classroom mini parties will no longer be permitted.
- Birthdays will continue to be acknowledged through classroom celebrations and assemblies.

Parent Information Sessions

- The school proposed holding parent/community information sessions using the new school hall.
- Suggested topics included:
 - Internet safety
 - Student wellbeing
 - Literacy and numeracy programs
 - Parenting support topics
- P&C members agreed to discuss suitable topics and preferred formats further.

President's Report

Presented by Jay Cai.

New Staff Car Park Safety Concerns

- P&C raised ongoing concerns regarding fencing around the new staff car park area.
- School representatives confirmed discussions are ongoing with School Infrastructure NSW.
- The staff car park will remain closed until fencing is installed.

Mother's Day Stall

- Thanks were extended to all volunteers and community members.
- The event was successful and raised approximately \$1,000 for the P&C.

Old School iPad Sale

- Approximately 200 old school iPads will be sold to the school community.
- Proposed sale price: \$30 per device.
- Limit: 2 iPads per family.
- Sale planned for Week 7, with further communication to follow.

Uniform Shop Update

- The Uniform Shop will begin opening Wednesday afternoons from 2:30 PM – 4:00 PM for pickups and urgent orders.
- Purchases must still be completed online.
- Refund processes will remain managed through the school office.
- No exchanges will be offered.

Parent Contribution Discussion

- The P&C requested that the school raise a purchase order for the transfer of P&C contributions collected by the school on its behalf.
- Concerns were raised regarding a decrease in voluntary parent contributions this year.
- Discussion included reviewing future P&C contribution budgets and donation commitments to the school.

Turning Circle Parking Concerns

- Questions were raised regarding parking and no-stopping signage near the turning circle.
- The school reiterated that students should only enter vehicles from within the turning circle area for safety reasons.

Canteen Feedback

- Parents raised concerns regarding portion sizes for new canteen menu items, particularly chicken wings.
- Feedback included discrepancies between advertised images and actual servings.
- The school agreed to discuss concerns with the canteen manager.
- Parents also requested clearer communication regarding over-the-counter canteen menu availability.

Charlene Guo

Treasurer's Report

Presented by Charlene Guo.

- P&C remains in a strong financial position with net assets of approximately \$800,000.
- Contributions continue to support school projects, including the tennis court shade cloth.
- Second-hand uniform sales raised approximately \$1,495 and the Mother's Day Stall raised around \$1,000.
- Parent contribution income has decreased compared to previous years.
- Treasurer thanked the community for their ongoing support and noted that all funds are reinvested into school improvements and student resources.

Jay Cai

Other Business

Tennis Court Shade Cloth

- School representatives thanked the P&C for funding the new tennis court shade cloth.
- Installation is expected within two weeks.

End of Meeting:

Jay Cai

Meeting closed: 20:30pm.