



P&C Meeting Minutes - 17 March 2015

DRAFT - not final until ratified at the next P&C meeting

Stanmore Public School – P&C

100 Cambridge St, Stanmore NSW 2048

Meeting Title: March General Meeting

Location: Library

Date: Tuesday 17 March 2015

Time: 7:00pm

Chair: Rebecca Cox

Attendees:	Fran Larkin (Principal) Rachel O'Connor Jody Baker Kelly Lipert Sara Craig Vanessa Bortolin Melissa Swanson Rebecca Cox (President, Chair) Matt Crane Jackie Greenwood Andrew Duncanson Kate McMullen Lara Hopkins Rebekah Moles Julia Pannett Michael Legzdins Mark O'Donnell Paul Williams Greg Lokosis Stephen Jackson
Apologies:	Jen O'Donnell, Rebekah O'Connell, Alison Stokes

KEY POINTS DISCUSSED

Item	Description	Lead Officer
3.1	<p>Playground Project</p> <p>Michael Gerrard from Urban Landscape Projects presented draft plans for the playground improvement project, for comment.</p> <p>The plan consists of a number of phases, focussed on a few specific areas in order to make maximum impact for the proposed budget.</p>	Michael Gerrard from Urban Landscape Projects

The project aims to utilise areas that are less used; give children more things to do in those areas and especially encourage play creativity rather than prescriptive activities. The design process included workshops with students to analyse the site (active, passive, no-go areas and key traffic routes) & review playground projects from other schools.

Stage 1 = 'The Dustbowl' between tennis court and Oval. Plant native grass bed, undulating mounds of synthetic grass, mulched area, timber bridge, stepping logs, shade trees, refresh the existing deck, plant landmark tree. Designed to budget of \$40,000.

Stage 2 = The Kindy area at the corner of Cambridge & Holt. Interactive play equipment eg stepping logs, balance beam. Sand pit alcove, some timber decking, synthetic grass area, native grass and fruit tree plantings. Landscaping to address erosion issues. Approximate cost in the range of \$60,000.

Further stages included:

- The traffic focal point near the pizza oven - all roads lead to here, needs to be more attractive and useful, includes some replanting, decking, bench seating, handball area, coloured paving. Approximate cost in the range of \$30,000.
- Outside OOSH. Refresh, repair surfaces, introduce some decking, hopscotch, colour. Approximate cost below \$30,000.

Stage 1 is planned to be completed in time for Term 3. Approx 4 weeks of work involved. Funding already previously provided by the P&C.

Stage 2 is being considered for completion by Term 4, subject to the P&C approving funding.

Discussion:

Design was well received.

Other ideas suggested by the meeting as possible additions:

- place of contemplation/reflection
- encouragement of birds
- fairy garden

Questions about:

- mulch, and future cost (expect to remulch every 2 years approx, a few thousand dollars cost).
- vehicle access to the oval for carnival rides etc (Fran to investigate and confirm if design needs adjustment).

1	<p>President's Welcome and Report</p> <p>Acknowledgement of Country</p> <p>Key goal for 2015 to ensure that P&C activities are, and are seen to be, about building community and working for the school, and not pure fundraising.</p> <p>We want to encourage new people to come to P&C meetings and will look at:</p> <ul style="list-style-type: none"> ● re-examining the meeting timeslot ● keeping meetings short <p>Thanks to Bunnings BBQ volunteers including kids and staff helpers.</p> <p>Movie night a success, a great example of a community building event.</p>	Rebecca
2.5	<p>Secretary election</p> <p>Rebecca advised that Rebekah O'Connell is unable to continue to volunteer her time in the position of Secretary and has reluctantly resigned. Rebecca noted her thanks to Rebekah for her work for the P&C.</p> <p>Motion - Election of Secretary</p> <ul style="list-style-type: none"> ● That Andrew Duncanson be appointed the new Secretary of Stanmore Public School P&C. ● Moved / seconded: Rebecca / Stephen. ● Motion carried. 	Rebecca
2	<p>Secretary's Report</p> <p>Apologies</p> <ul style="list-style-type: none"> ● As noted above. <p>Motion - previous minutes</p> <ul style="list-style-type: none"> ● Minutes of the 17 February 2015 meeting were ratified. ● Moved / seconded : Sara / Matt. <p>Correspondence</p> <ul style="list-style-type: none"> ● none tabled. <p>Review of Actions Register</p> <ul style="list-style-type: none"> ● Website, Sara - school and P&C sites upgrade and refresh is in progress ● Storage - complete ● Keys returned - done. ● Lost property <ul style="list-style-type: none"> ○ Lara going to SRC meeting to give them the brief to help solve. ○ Jody produced signs for Lost Property bins. ○ Kelly proposed bag tag reminders (got your hat? lunchbox?). The group liked the idea for distribution to K-2 kids. <p>Motion - Funding - Bag reminder tags</p>	Andrew

	<ul style="list-style-type: none"> ● Allocation of \$500 towards producing bag tags. ● Moved / seconded : Rebecca / Michael. ● Motion carried. 	
3	<p>Principal's Report</p> <p>Teacher learning:</p> <ul style="list-style-type: none"> ● This term - reinvigoration of the Philosophy program. Teacher training sessions in progress. Every class will do Philosophy on Mondays. Sessions aim to teach kids to speak in a considered informed way about issues - what should you do, what is right, but most importantly to be able to explain & discuss why. This way of working together feeds into the way they play together. ● Early Stage 1 teachers looking at literacy group structures, consultant has run sessions to refresh early literacy program. ● Teachers attended Future Schools - an event focussed on 21st century skills and technology use in teaching. ● In October, a School Development day will focus on project based learning. <p>Site amenity:</p> <ul style="list-style-type: none"> ● There will be a focus in 2015 on site amenity - both the look and function of school premises. Several initiatives will include: <ul style="list-style-type: none"> ○ playground project ○ cleaning up clutter ○ lost property solutions <p>Request for funding</p> <p>The school would like funding from the P&C during 2015 for the following items (see tabled documents for details):</p> <ol style="list-style-type: none"> 1. Bag storage. To provide pigeonhole spaces for bags for those classrooms that don't have any bag storage. 2. Stage 2 of playground project. 3. Assistance with running costs of Kitchen Garden Program salaries. <p>Discussion:</p> <p>Extra funding options worth investigating: DEC grants, Community grants from State MP, Marrickville Council grants.</p>	Fran

	<p>For 2016 projects, “Joint Funding” from DEC for building projects where the Department will pay half if the school community will pay half. Deadline has passed for 2015, ensure we have confirmed scope and formal quotes ready to submit for 2016 funding.</p> <p>Motion - Funding - bag storage</p> <ul style="list-style-type: none"> ● That the P&C fund \$22,000 from the Building Fund to supply the bag storage. ● Moved / seconded : Rebecca / Stephen. ● Motion carried. 	
4	<p>Treasurer’s Report</p> <p>Cash balance of \$98,739 in the General Account and \$26,976 in the Building Fund. Details in tabled documents.</p> <p>Motion - Bank signatories</p> <ul style="list-style-type: none"> ● It is agreed that the signatures of the bank accounts be changed to: <ul style="list-style-type: none"> ○ Rebecca Cox (President) ○ Vanessa Bortolin (Vice President) ○ Andrew Duncanson (Secretary) ○ Mark O’Donnell (Treasurer) ● Moved / seconded : Kate / Michael. ● Motion carried. 	Mark
5	Sub-committee Reports	
5.1 & 5.7	<p>Kitchen</p> <ul style="list-style-type: none"> ● Dimitra has an equipment wishlist eg blender, mortar and pestle. <ul style="list-style-type: none"> ○ Fran advised that small ongoing expenses can be funded by the school, not a P&C requirement. ● Her main wish at the moment though is to have the P&C fridge moved and replaced with an upright freezer in the pantry area. <ul style="list-style-type: none"> ○ Issue raised of what the P&C needs are in future, which must be included in the solution. Jackie to chat w Dimitra. ● Lara is setting up an online volunteer register for both the kitchen and the garden. <p>Garden</p> <ul style="list-style-type: none"> ● A sunshade roof structure over the seating area (do we have any architects on the P&C?) <ul style="list-style-type: none"> ○ Greg is an architect - to look at advising on options. ● Rat proof the chicken house and small enclosure (the next working bee project). ● Relocate the composting facility closer to Cambridge St (grant being applied for). ● The next working bee is Sunday the 29th of March. ● And yes the chickens are all still happy although Penny is looking a little worse for wear due to a moulting issue. <p>Grants</p>	Stephen

	<ul style="list-style-type: none"> ● Grant to relocate the composting (Eco Schools Grant OE&H \$1,000 approx.) ● Water bubblers/refill stations (looking for a grant but strongly recommend that if can't find a suitable match we purchase these from the Building Fund) ● Grant for mosaic/mural (Marrickville Council) ● Other grant application suggestions – <ul style="list-style-type: none"> ○ A weather proof roof structure over the platform near the oval ○ A facelift for the main/office façade ● Any other suggestions would be greatly appreciated 	
5.2	<p>Fundraising & Events</p> <p>Bunnings BBQ</p> <ul style="list-style-type: none"> ● We hosted a sausage sizzle at the Mascot store on Saturday 7th March. We had lots of volunteers from Yr 5 & 6 including a number of kids who did a great job helping out. It was a really fun day and all the volunteers had fun. We raised \$2150 which is a great result. ● We are hoping to get another date in either term 3 or 4. <p>Election BBQ- Saturday 28th March</p> <ul style="list-style-type: none"> ● An email went out yesterday to all Yr 3 & 4 parents asking them to volunteer for a couple of hours on the day. We've had 12 people sign up so far and need a further 21 volunteers ● One the day we will be running a BBQ (bacon & eggs in the morning, sausage sizzle, wagyu beef burgers, haloumi rolls, drinks) cake stall & bouncy slide. ● Janet Cooksey has been cooking up her relish to sell on the day - jars still needed, so please spread the word. There is a box in the office for people to leave them. ● We will be asking all families to bake a cake or slice and we'll be relying on the class parents to help us coordinate. ● Kids will also have the opportunity to do some busking on the day. <p>Easter Raffle</p> <ul style="list-style-type: none"> ● Notes went out yesterday/today with raffles tickets and envelopes. Raffle to be drawn at the Easter Hat parade on the last day of school - Thursday 2nd April. We will need some volunteers on the morning of Wednesday 1st April to help with putting the prizes together - in the kitchen after school drop off. Please spread the word. Additional tickets are available from the office. <p>Entertainment Books</p> <ul style="list-style-type: none"> ● These will launch on 27 April but we will start advertising from next week for pre-sale with a flyer going home. We won't be sending books home again this year. <p>Mother's Day Stall - 7th & 8th May</p>	Jackie

	<ul style="list-style-type: none"> This year we are working with Dimitra, our kitchen teacher. The Yr 3 - 6 kids will be making things in the kitchen to sell for Mother's Day. We'll be involving the K -2 kids in other ways, helping with packaging and labels etc. <p>Big Night Out (BNO)</p> <ul style="list-style-type: none"> Planning for this years event in underway. We are changing it up a little this year so stay tuned. <i>If anyone is interested in joining the BNO event team, please let Kate, Lara or Jackie know.</i> It will involve regular meetings from now until the event biweekly and then weekly as we get closer. The first meeting will be next week on a date to be confirmed. <p>Motion - Night Markets</p> <ul style="list-style-type: none"> That the Night Markets be run every second year, and not in 2015. Moved / seconded : Rebecca / Matt. Motion carried. <p>Motion - Funding - Big Night Out</p> <ul style="list-style-type: none"> That \$2,000 be provided to start off the preparations for the BNO Moved / seconded : Rebecca / Stephen Motion carried. <p>Motion - Funding - K-2 Disco & Mothers Day</p> <ul style="list-style-type: none"> That \$2,000 be provided towards the K-2 Disco, and \$1,000 towards Mothers Day. Moved / seconded : Rebekah / Stephen Motion carried. <p>Fundraising & Events Calendar for 2015 was tabled - refer to Tabled Documents.</p>	
5.3	<p>Communications</p> <ul style="list-style-type: none"> Investigating facebook and other ways to reinforce key dates form SNIP. All comms issues to come through Matt. 	Matt
5.4	<p>Canteen</p> <p>Motion - Funding - Canteen expense</p> <ul style="list-style-type: none"> That the P&C refund the school's cost of \$110 for healthy canteen association membership. Moved / seconded : Rebecca / Kate Motion carried. 	Sara
5.5	<p>Uniform shop</p> <ul style="list-style-type: none"> Looking for more volunteers to help out. 	
5.6	<p>Music</p>	Andrew

	<p>Volunteers</p> <ul style="list-style-type: none"> Last year, we arranged for parent volunteers for each ensemble but there wasn't that much to do and ensemble leaders can call on help as needed. This year we are revisiting exactly how the parent community and P&C can best support the music program. <p>Music events</p> <ul style="list-style-type: none"> On Saturday 28 March, there will be a busking station for kids to perform as we did at the Night Markets. There will be an online signup. Kids can keep the money they make. Ms Poon will communicate this to parents of music students. Band, Choir (and some other ensembles?) to perform at Kegworth Fair on Sunday 29 March. <p>Shirts</p> <ul style="list-style-type: none"> A new batch of Music Shirts has been ordered for all students in ensembles in 2015. They are due at end of March, possibly in time for Kegworth. The school has funded the purchase. 	
6	<p>New Business</p> <p>6.3 Canteen mosaic project</p> <ul style="list-style-type: none"> Grandparent Chris Jinga volunteering to lead year 5 & 6 students to design and create mosaics around the two columns in front of the canteen. Themes to be related to the Kitchen Garden program. Kiln time can be accessed for free. Funding is sought for materials. <p>Motion - Funding - Mosaic project</p> <ul style="list-style-type: none"> That \$1,200 be provided to fund materials. Moved / seconded : Jackie / Rebecca Motion carried. <p>Stephen to apply for arts grant from Marrickville Council.</p> <p>6.4 Survey for School Plan</p> <ul style="list-style-type: none"> School plan - Department has asked that schools publish their vision on website by 1 May, with the rest of the new School Plan by end of Term 2. Further parent community input is still being sought. Proposal for parent survey focus groups, run at discounted cost by a professional facilitator (parent). Discussion centred around timing, the efficiency of research for proposed cost of \$5,000, and whether representative views can be achieved. No decision made. 	<p>Sara</p> <p>Julia</p>
7	<p>Close</p> <p>Defer remaining issues from Agenda until later meetings.</p> <p>Meeting closed 9:55pm.</p>	Rebecca

	<p>Next Meeting 12 May 2015</p>	
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SUMMARY OF RESOLUTIONS	
1	<p>Funding resolutions:</p> <ul style="list-style-type: none"> ● \$500 towards producing bag tags. ● \$22,000 from the Building Fund to supply bag storage. ● \$2,000 be provided to start off the BNO preparations ● \$2,000 be provided towards the K-2 Disco ● \$1,000 towards Mothers Day ● \$110 for healthy canteen association membership ● \$1,200 be provided to fund Canteen Mosaic materials
2	New secretary elected
3	Previous minutes accepted
4	Bank signatories to be changed
5	Night Markets to occur every two years and not in 2015