



STANMORE PUBLIC SCHOOL

Stanmore Public School P&C Association September 2017 General Meeting - Minutes

When: 19 September 2017, 7pm
Where: School staff room
Chair: Caroline Snelling

Attendees:	Melissa Swanson, Lara Hopkins, Fran Larkin, Greg Lekosis, Dora Georgaklis, Carol Kavurma, Angela Westerman, Linda Kristian, Blake Lowry, Alicia Mintzes, Fiona Doherty, Kelly Stephens, Janin Bredehoeft, Alicia Moffat, Todd Coleman, Caroline Snelling, Caitlin Elliott
Apologies:	Matt Crane, Deborah Fownes, Anne Carroll, Kylie Dzazir, Louise Marcroft, Lara Sabbadin, Bek Moles

KEY POINTS DISCUSSED	
Item	Description
1	<p>Acknowledgement of Country</p> <p>President's Welcome and Report</p> <ul style="list-style-type: none"> • Acknowledgement of fundraising efforts including Fathers' Day and Election BBQ. • Aim to encourage people who might want to run an event without getting involved in the politics. • Following from our discussion last month of how to thank Kelly Lipert and Jodie Baker for their work in Lost Property: it might be nice to have a special assembly to recognise other long-term volunteers as well, before the end of the year since some of them are Year 6 parents. Eg. Deborah Fownes.
2	<p>Secretary's Report</p> <ul style="list-style-type: none"> • August Minutes tabled for approval. Caroline moved, Melissa seconded, passed unanimously. <p>Actions register:</p> <ul style="list-style-type: none"> • Asset register: Melissa has the information written down but needs to transcribe it into Google Docs. The Liquor Lock is missing because Dulwich Hill High School borrowed it but it's expected to be returned soon. Lara adds that a few things were used on Election Day eg. silver trays for the BBQ. • Shade sail repairs: No further development. Carol points out it needs to be structurally sound so we shouldn't do DIY. • Traffic: Greg is getting the runaround from RMS but is persisting. Caitlin to follow up on Inner West Courier, Caroline on Anna York, another parent with Newington.
3	<p>Treasurer's Report</p> <p>General:</p>

	<ul style="list-style-type: none"> ● Book drive raised \$10,139.16 ● Last time I presented was the July meeting with June numbers and we agreed on a format to gives a comparison with the end of last year. ● At the end of last year we had \$168,620. We now have \$197,858 as of end of August. It's up \$34,7983 from where we were at at the end of last year. But part of that money has already been attributed to things like the payment for school resources, fridge, playground equipment, Book Drive. ● Big Night Out made \$27,143 profit. ● Book Drive \$10,114 (plus \$25 in September) ● K-2 Disco made \$2790 ● Mother's Day made \$609 (from sale of calico bags) ● Cookbooks \$120 but there's a list of more. ● Building fund donations \$584 net ● We have about \$58,000 to spend. That's part of general reserve and all of general main. If we allocate \$14,000 for next year that goes down to \$44,000. ● That doesn't include the Election Day BBQ or Fathers' Day BBQ fundraising as they happened in September. <p>Canteen:</p> <ul style="list-style-type: none"> ● Canteen made a net profit YTD in June of \$3405. YTD profit now \$11,400 as at August 31. Last year cost of food was 37 per cent. Up until June we were tracking at 32.7 per cent and it's now 30.3 per cent. That's because of supply management not loss of quality. ● Canteen income is up 10 per cent on last year. Wages were estimated \$2271 but actually \$2201. ● "These are the only levers we've got to pull in a business like this and they're all being pulled." ● Melissa adds items have been cut from menu and Peggy is meeting agreed hours.
4	<p>Principal's Report</p> <ul style="list-style-type: none"> ● Term 3 has been busy, with showcase, departmental performing arts festivals, some of which has been reported in the newsletter. One student in Sydney Winds Ensemble played at Cantable Festival Doctor Who suite, he played sax and it was stunning - as good as Sydney Symphony Orchestra. There was also the combined choral event for primary and secondary. ● Also sporting events – regional, state etc. Balmain (of which Stanmore is a part) won the regional athletics carnival. Historically Inner West not done so well compared with Shire so good to see growing strength. ● Well ahead with planning for next year. Looking at running 25 classes again though roughly half a class more in new enrolments – hard to know as people notify leaving, but not everyone left. ● Capital works besides signage and toilets include the refurbishment of canteen hopefully next holidays. There's also the process of master-keying the school. ● The play equipment funded by P&C is going ahead. Kym Ferrario been getting quotes for playground markings, things on ground, it should be colourful. Caitlin

	<p>asks if the play equipment could include tennis racquets. Fiona says the tennis courts are open at lunch but Fran says kids use racquets to hurt each other.</p> <ul style="list-style-type: none"> • After the council elections two little poppets from kindy and Year 1 came in with \$50 they'd raised from a lemonade stall on Election Day. • Getting a quote for the dusty area outside kitchen and might put buddy bench there. Could also have buddy station that's just markings on the playground. • Teach kids to be responsible and look after new toilets. Fran will interview Lara in front of the kids at assembly.
6	<p>Resolutions on notice</p> <ul style="list-style-type: none"> • To pay across \$10,000 raised in the Book Drive to the school. I move, Todd seconded, passed unanimously. • To approve expenditure of \$1520 for the kindy tea towels. Carol notes we'll make \$880-odd from that and they'll be here in week 1. Carol moved, Caroline seconded, passed unanimously. <p>Signage project:</p> <ul style="list-style-type: none"> • Caroline provided background on the school signage project, which has been on the P&C agenda since May 2015. She summarised the feedback received from parents on the proposals put forward last meeting. This included ideas of how to reduce the number of signs or branding, and whether the cantilevered signs or poles are safe. • Caroline believes that's the school's responsibility to manage the safety aspects. She says good signage will enhance safety so ambulances can know where to go after hours, something that happened at TASK earlier this year. She suggests we commit the money raised from Big Night Out (\$27,000) and let Greg and Fran make decisions about how to spend it. • Alicia Mintzes asked about a quoted for installation. Greg need to know many signs before he can get installation, but would get a non-profit quote from a friend for comparison. • Alicia Mintzes said other schools are not as signed as our proposal. She's looked at Newtown, Annandale, Australia St. • Melissa says it was a problem to describe which gate to older relatives on movie night. Alicia Moffat says it's a problem for volunteers such as ethics teachers. Alicia Mintzes disagrees and says good maps online would be more useful. • There was a question about whether it was appropriate to use Aboriginal place names especially on gates and whether we've consulted with indigenous people. Fran says that we have and they're 100% behind the idea, including the gates. • Caroline said there were really good ideas to reduce the cost but we'd decided earlier in the year to commit the Big Night Out fundraising - are we going to do that? • Resolution to commit the \$27,000 from Big Night Out fundraising to the school signage project to be managed by Fran with Greg's assistance. Moved by Caroline, seconded by Caroline. Passed by show of hands with clear majority.

Sub-committee Reports**5.1 Comms**

- Report tabled

5.2 Music

- Linda reports we got the survey going via SNIP but need to push it out a bit more. So far the feedback is that parents want more transparency, the teachers do great job but they're stretched.

5.3 Fundraising & Grants

- Fathers' Day raised \$2960. Served 332 meals in 1.5 hours. 180 pre-orders, jumped up to 250 the next day. Last year only 220. Mary's volunteered their time, had Melissa and Mel Tam as well. Someone asked if there was enough food, Blake said they did run out but Mary's had already increased it to capacity. Caitlin suggested perhaps it should be pre-order only next year but Blake said people had expressed discomfort with being online only. Blake would be happy to support a Mothers' Day event. Lara says putting figures in the fundraising Google Drive helps for planning the following year.
- Lara reports the Election Day BBQ raised \$6700.

5.4 Pre-loved Uniform Shop

- N/A

5.5 Lost Property

- N/A

5.6 SAKG

- N/A

5.7 Canteen

- Melissa says there is a lot to be proud of. All staff are now on contracts, they're getting all breaks and the minimum hours in the award. All volunteers are signed in.
- We've simplified the accounts. We've cut the wages bill because we're needing fewer hours because Peggy is doing less shopping. We're finding Aldi hard to replace but moving towards nothing purchased outside and everything delivered. The books are now now taking half an hour a week rather than hours.
- The committee has now got an emergency lunch order policy. Peggy will make 8-10 sandwich packs – cheese or vegemite and fruit - available with a note from the teacher or office. Parents are billed \$3, can pay online or cash, but they won't be chased. If the same child comes every day, it'll be referred to the class teacher, and the canteen might just provide that lunch.
- Tiffany has put all the bills for outstanding lunch orders since Jan last year and we might get \$700 from that. If we get all outstanding credits it's \$3000-4000 in income. We're no longer going to offer credits.
- We now have blue line markings for kids to line up, something we've been talking about 2015.

	<ul style="list-style-type: none"> ● Some negatives – canteen committee not operating effectively. The new procedures for minutes are to attach reports rather than have anyone report on what anyone else said, no emails, focusing on not talking behind backs. ● Caroline notes that the achievements have come at a great cost to the P&C in terms of everyone’s enthusiasm. The P&C running a business doesn’t work, it’s very difficult. Melissa agrees. ● She adds that it’s confusing for employees because they don’t know who to report to, who has authority. ● Profit good but still dependent on other catering, heavily subsidising canteen. ● We need a campaign to push the online orders. Ratio improving but still a lot of cash. Melissa says we still want to serve kids who come in with a dollar from home to spend, but the actual lunch pre-orders should be online ideally. ● Caroline says we’ll discuss next month what we should do next year. <p>5.8 Ethics</p> <ul style="list-style-type: none"> ● New teacher has started, replacing Danica. ● Recruitment now focused on 2018. ● One inquiry from Grandparents’ Morning Tea. ● Caroline planning to volunteer next year, Caitlin thinking about it,
7	<p>Other Business</p> <ul style="list-style-type: none"> ● Lara says the toilet upgrade is up and running. If anyone has a drill come along on Saturday - we’ll be very carefully taking rivets out. There’ll be nice long mirrors in each bathroom. Lara proposed spending about \$150 to feed the volunteers, Kelly seconded it and it passed unanimously. ● Fiona will take the Election Day banner down. ● Carol suggest sponsorship policy needs a bit more finessing. Last year there were questions about exclusivity with real estate agencies (eg. Cobden & Hayson, Urbane) and she’s spoken to the main sponsors and they’re not fussed about exclusivity. ● Carol spoke to the guy about the Cobden & Hayson offer for a commission-free sale, which was a big fundraiser for the school last year. He was candid and said there were a few things he wasn’t happy about. She gave info to Anne who’s met and spoke to him, he’s keen to do again but wants to attach it to an event. He and Anne are discussing it, maybe early next year. ● Dora said Arthur P at Gerber was keen last year and we should follow up. ● We did not get time to discuss replacement of the Henry Parkes plaque and 5c drive.
8	<p>Next Meeting</p> <ul style="list-style-type: none"> ● Tuesday October 17

