



## June P&C Meeting Minutes

**Stanmore Public School – P&C**

100 Cambridge St, Stanmore NSW 2048

**Meeting Title:** June General Meeting

**Location:** Staff Room

**Date:** Tuesday 19 June

**Time:** 7pm

**Chair:** Simone Dossetor,  
President

<b>Attendees:</b>	Simone D, Suzy L, Fiona D, Todd C, Blake L, Louise F, Sarah Wynyard, Kelly S, Sonia M, Anita T, Stephen J, Cameron W
<b>Apologies</b>	Clare J, Carol K, Mardi D, Matt C, Fran L, Rebecca M, Anne C

Item	Description	Lead Officer
1	Acknowledgement to Country President's Welcome. Simone said there was nothing to report that isn't on the agenda.	Simone Dossetor

2	<p><b>Secretary's Report</b></p> <p>The P&amp;C endorsed the minutes of the May meeting (proposed by Stephen Jackson; seconded Fiona).</p> <p><u>2018 Actions Register</u></p> <ul style="list-style-type: none"> <li>• Improve Culottes - Fran has received different culotte sample from Pickles, however wasn't able to attend meeting.</li> <li>• Kitchen Garden Working bee - This Sunday 24th June 9am-12pm there will be a Kitchen Working bee for class 3/4M, and four families are attending.</li> <li>• Habitat tree - This matter is progressing and the school is getting a quote and second opinion</li> <li>• Reuse/ Recycling Volunteer - Several emails received by P&amp;C but no-one prepared to be the volunteer. Stephen and Fiona will assist to an extent.</li> <li>• 40k zone on Trafalgar St, traffic blisters, and traffic monitors - Letter sent by school regarding Traffic monitor.</li> <li>• Buddy bench - Not yet built.</li> <li>• Promote Project Playground - P&amp;C would like to thank teachers for their efforts, and include photos to promote to school community.</li> </ul>	Suzy Leslie
3	<p><b>Principal's Report</b></p> <p>Fran Larkin was unable to attend the meeting.</p>	Fran Larkin
4	<p><b>Treasurer's Report</b></p> <p>See attached report.</p> <p>Mothers' day made approximately \$340, the K2 Disco made approx \$5000 (need canteen expenses to be documented), Tea towels sales are currently at \$900. There have been 3 cookbook sales this week, total 17 year to date.</p> <p>\$2 received for membership.</p>	Todd Coleman

5	<p><b>Sub-committee Reports</b></p> <p><b>5.1 Fundraising</b></p> <p>The <u>Book drive</u> is being organised by Jackie G, where new books selected by the library are donated by parents and family members. There has been sponsorship offered from Cobden &amp; Hayson with an amount for books and prizes. We discussed whether the book drive is a School or P&amp;C event. There were a number of opinions expressed, e.g. Todd believes is a P&amp;C event; Suzy suggested it may be a joint event; Sonia thought it was a school event. Simone thought we should err on the side of caution and should follow the sponsorship policy. Simone will review the policy and liaise this the organisers.</p> <p>Cameron gave a presentation on the <u>Big Night Out</u>. They have 5 volunteers, and have had one meeting. The main thing to arrange is the date and venue. He said they were looking for a venue with capacity of 250 as previous events had sold out, and one that has a bar. He said they were looking at simplifying the event.</p> <p>He said there were dates available in October, which is early Term 4. The Marrickville bowling club looks like the best option. They had attempted to consult with the Red rattler, and considered the Petersham Bowling Club..</p> <p>They were looking at \$45/ \$30 ticket price (with the former including a meal and the latter light food). Suzy suggested that the price could be increased to \$50 if including a meal. Suzy suggested early bird ticket pricing, but Sonia said that this wouldn't be necessary. Kelly said that the event should be affordable for most parents and needs to build community. Kelly suggested that \$48 would be a better sounding price.</p> <p>Anita suggested the venue of Forest Lodge Community hall at Tramsheds which costs \$600, and that organising the alcohol could be lucrative. She said that the extra work could be done by paying some people.</p> <p>Last year's BNO made approx \$24000, and previously \$26000 in 2016. We agreed that \$20000 is an appropriate fundraising target.</p> <p>Cameron suggested that there not be set tables. Cameron said there would be a Spring theme.</p> <p>The date of 20th October looks promising. Parents said that it was important that it not be the same week as Showcase. Once the venue is booked, we can start promoting the date.</p> <p>Cameron suggested a focus on prizes utilising parent skills, and it was agreed that experiences are popular. Cameron said they would limit the live auctions to 5. We discussed the need for the MC to promote the silent auctions, and having updates on a screen was suggested. The cost of the online bidding tool was raised, and while there could be a discount for some organisations we aren't officially a not for profit organisation.</p> <p>We discussed the class hampers and it was considered good to involve the whole school community in fundraising.</p>	Committee Leads
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Stephen proposed the Big Night Out fundraising committee be able to spend up to \$5000 for venue deposit and other expenses, seconded by Fiona.

We discussed the Commission free property sale. We need to ask for a formal proposal. Simone agreed to take on this issue.

Stephen reported on Envirobank Recycling. Envirobank provide bags and pick up plastic and aluminium recycling 1x month. There would be a \$30 charge for pick up and delivery to Revesby depot, and we would receive the 10c deposits; which means we'd want to collect a minimum of 300 items. Fiona noted the new yellow bin recycling contract and that we currently don't recycle 300 items a month. It was decided this option wasn't appropriate for our school.

Caitlin requested \$67 for Coin Drive printing that has already been done at Officeworks. It was noted that the P&C can use the office for printing.

Resolution to reimburse Caitlin Elliott the sum of \$67 for printing posters and flyers for the Coin Drive at Officeworks. Stephen proposed, Todd seconded.

Fathers' Day - Blake will put in a proposal.

We discussed the Movie night. Anita said that LED screens are available so that the event doesn't have to be after sunset. A previous event raised \$1500 from popcorn sales. Sonia will investigate the movie night. Sonia suggested that it could be Christmas event with carols to start with.

Sonia suggested that next year we swap the timing of the K2 Disco and Movie night - hold the disco earlier in the year for more light and the movie night could also involve bringing and donating blankets to charity.

Report on K-2 Disco tabled from Carol. The P&C would like to thank Carol for her efforts and a successful event.

## **5.2 Grants**

The Grants volunteer has resigned. We will put a call out in SNIP for another volunteer. We need to identify what we want to seek grants for.

**5.3 SAKG**

Fiona is organising a shed. Simone to assist with admin/ sourcing.

Stephen and Fiona would like there to be a yarnning circle on the far side of the oval. This would be an outdoor learning space, and could be used as a philosophy circle by Ms Carruthers' classes. Natives would be planted. This project needs approval from school.

**5.4 Communication**

Written report tabled from Matt Crane.

Simone discussed the plan for the website - that it will use wordpress, and we need to get second quotes. Parents stressed the importance of good communication.

**5.5 Canteen**

Nothing to report

**5.6 PLUS**

Nothing to report

**5.7 LOST Property**

Sonia reported there were too many things in Lost Property. She said that labelled items had recently been returned to students (by two parents working for two hours). She reported a large number of second hand items that were labelled but illegible. She suggested providing PLUS with iron on labels that parents can write on.

There is a problem that someone is moving hangers and emptying crates. It was suggested that this be an out of bounds area unless looking for items and to discourage the practice of students borrowing items that don't belong to them.

The funding of labels and laundry markers is approved with the cost to be reported next meeting.

**5.8 Music**

Nothing to report

**5.9 Ethics**

The P&C supports the petition to include Ethics on enrolment forms.

6	<p><b>New Business</b></p> <p>Louise reported concerns about the cleanliness of the school toilets, and that sometimes several cubicles are out of order. Fiona reported they are getting blocked with toilet rolls. The toilets are cleaned by cleaners morning and night. During the day, if toilets are blocked the GA fixes them. The P&amp;C will pass on these concerns to the school.</p>	
7	<p><b>Next Meeting</b></p> <p>As there are no matters to be discussed by the end of term, the next Stanmore P&amp;C meeting will be on 21st August, 2018. (Note: this decision has been altered)</p>	

### Summary of resolutions passed

#### Resolutions

- May minutes passed, proposed by Stephen; seconded by Fiona.
- Resolution to approve funding of up to \$5000 for Big Night Out venue deposit and other expenses, proposed by Stephen; seconded by Fiona.
- Resolution to reimburse Caitlin Elliott the sum of \$67 for printing posters and flyers for the Coin Drive at Officeworks, proposed by Stephen; Todd seconded.

### Items for actions register

Action Item	Owner	Deadline
Promote Project Playground - P&C would like to thank teachers for their efforts, and include photos to promote to school community.	Comms	Term 2
Book Drive - review sponsorship policy and consult organisers	Simone	
Book Big Night out venue and start promotions. Big Night Out fundraising committee be able to spend up to \$5000 for venue deposit and other expenses.	Cameron and Big Night Out committee	
Commision free property sale - Ask for formal proposal	Simone	
Reimburse Caitlin Elliott the sum of \$67 for printing posters and flyers for the Coin Drive at Officeworks.	Todd	
Fathers' Day - Blake will put in a proposal.	Blake	August
Investigate Movie night/ Christmas event.	Sonia	
Yarning circle	Fiona and Stephen	
Website	Simone, Matt	
Purchase labels and laundry markers	Sonia	
Promote Petition to include Ethics on enrolment forms	Comms	

Pass on these concerns about the school toilets to the school		
Garden Shed	Fiona & Sonia	

