



July P&C Special Meeting Minutes

Stanmore Public School – P&C

100 Cambridge St, Stanmore NSW 2048

Meeting Title: July Special Meeting

Location: Staff Room

Date: Tuesday 3 July

Time: 7pm

Chair: Simone Dossetor,
President

Attendees:	Simone D, Suzy L, Fran L, Blake L, Clare J, Sonia M
Apologies	Todd, Stephen, Fiona

Item	Description	Lead Officer
1	Acknowledgement to Country President's Welcome.	Simone Dossetor

2	<p>Secretary's Report</p> <p>The P&C endorsed the minutes of the June meeting (proposed by Simone; seconded Clare).</p> <p><u>2018 Actions Register</u></p> <ul style="list-style-type: none"> • Improve Culottes - Fran has received different culotte sample from Pickles, and she will present them at the next meeting. • 40k zone on Trafalgar St, traffic blisters, and traffic monitors - Letter sent by school regarding Traffic monitor. RMT has contacted the school and will visit to assess next term. • Library Improvement. The original architects Neeson Murcott have had a look and will provide rough designs and cost. Then we will need to get additional quotes. • Buddy Bench. This needs following up. There will be an education program for the children. Some teachers have raised concerns regarding Buddy Benches are associated with teasing in other schools, so we need to build the right culture. There is a proposal to have buddy monitors in each class and those people will be responsible for checking the Buddy Bench and engaging children. 	Suzy Leslie
3	<p>Principal's Report</p> <p>Fran Larkin has been evaluating student wellbeing strategies. There has been a responsible thinking room for anti bullying & anti violence, however it has found to be not that effective as there is a delay between implementation. Issues will be delegated to member of the School Executive (Nicole, Fran). There has been a program in the Gundawanna room, however it has been identified that there is a need for assistance with outside play. One teacher will do supervised play to assist children in taking turns, and playing fair. There will be a teacher on duty on "Help desk" wearing a Hi Vis vest, to whom children will go if they have a problem. There will also be a drop in room for children if they don't want to play outside, which is good for children who tend to be alone, or involved in a fight. While our grounds are big for city schools they are not compared to some other schools.</p> <p>School Reports have been sent home, and parents can consult with their child's teacher.</p> <p>The School Showcase will be held in Week 4 of Term 4.</p> <p>Sonia raised concerns about what happens to PSSA when it rains, and suggested team building activities rather than screens. Fran reported that it depends on the current weather and the water on the grounds. There are different levels of interference from rain. Sometimes they can do a different program, however sometimes they are limited by space and numbers.</p> <p>There will be a letter sent to parents for for year 2/3 /4 about friendship issues. There have been some issues with put downs, which may first occur when there are disputes, and then are copied. Fran is asking parents to talk to their children about friendship, kindness, and courteous behaviour. She is encouraging children to name the behaviour, and use assertiveness such as "I" statements. Blake raised the influence of small groups dividing groups into 4 plus 1, to enable children to speak up. In Kindergarten there is free form friendship, and then as they become older children become more definite for example on the type of games they like to play. Also there are smaller groups as children</p>	Fran Larkin

	<p>age. Conflict between children can become destructive if parents become aggressive on behalf of their child.</p>	
4	<p>Christmas Movie - Sonia would be happy to organise this event. She plans to have carols before the movie, and there could be stalls as well. She would encourage families to bring a picnic, and there would be food such as popcorn, gingerbread, and ice cream for sale. She has made a tentative booking for the movie screen for Friday 7 December, using the firm used last year which would cost \$1550. The event would have sponsorship to keep entry low cost for parents.</p> <p>Motion to pay the 50% deposit of \$775 - proposed by Simone, seconded by Sonia.</p> <p>Trivia Night - Damien MacRae has offered to run a Trivia night for the P&C. We will consult the BNO team as to including Trivia at the BNO or hold the event early next year.</p>	
5	<p>New Business</p> <p>Resolution to provide Book Drive with \$500 float - proposed by Simone, seconded by Sonia.</p> <p>We discussed our current insurance needs. Fran reassured the P&C that the P&C is banking money and paying bills for the canteen, other insurance matters will be the responsibility of the school. Matt recommended fidelity insurance. Sonia suggested checking the value of P&C property by checking the Assets register and contents of the storage room. Suzy will check the need for Property insurance.</p> <p>Resolution to renew P&C Federation membership and insurance - proposed by Simone, seconded by Clare.</p> <p>We discussed concerns about the relevance of the school motto received from a parent. Loyalty is the original school motto and is “from that time”. Fran said that unconditional loyalty is not appropriate to this time, but she would encourage considered loyalty. The motto has history and tradition attached to it from 1880. Loyalty isn’t talked about a lot within the school, there is more focus on the 3 Rs. If the motto was changed, many things would need to be updated such as the School uniform and signage. There is not a strong aversion to change, but the process would be costly.</p> <p>We have received 3 quotes for the Website which range from approx \$10000, \$16000, 3 quotes and an offer from Matt. Due to the amount we will need to have special resolution to spend <u>up to</u> \$16000 and put on agenda for next meeting. We should develop a decision making framework including cost, and quality. Blake raised the question as is there an ethical issue with Matt being on a P&C committee. Simone will ask Matt for formal proposal, and will give a presentation checking the different proposals against criteria.</p> <p>We discussed the Sponsorship policy. Suzy is confident that we have the final copy of the policy as emailed to the members for the November 2017 meeting when it was approved, though the PDF document is marked as draft. Sonia suggested including a record of revisions for the policy. Simone suggested an amendment of “If no fundraising committee, then the decision is delegated to the executive”.</p> <p>Clare raised a query about the policy of notification of parents of non attendance. Clare reported concern regarding the recent incident. Fran said there is typically 95% attendance. Parents are notified after a few days of non-attendance. It is not possible to send individual text message with the current system. There is a small proportion of students that travel to school on their own, most come with parent except some senior</p>	

	<p>students and those with older siblings. Lateness is a common occurrence, there are approximately 12 students late each day. Organising walking buses could be useful.</p> <p>A Kitchen Garden working bee was held with a good turnout and received positive feedback. A year 4 class may volunteer next. We plan to rotate through year 3-6 classes. We may be able to tackle other jobs around the school. Fran suggested planting some ground cover on the slanted area between kitchen Garden and office.</p> <p>We discussed the workload of lost property and that it would be useful to get a broader group of people involved.</p>	
6	<p>Next Meeting</p> <p>The next Stanmore P&C meeting will be on Tuesday 21st August, 2018.</p>	

Summary of resolutions passed

Resolutions

- June minutes passed - proposed by Simone; seconded Clare.
- Resolution to pay the 50% deposit of \$775 for the Movie screen - proposed by Simone; seconded by Sonia.
- Resolution to provide Book Drive with \$500 float - proposed by Simone; seconded by Sonia
- Resolution to renew P&C Federation membership and insurance - proposed by Simone; seconded by Clare

Items for actions register

Action Item	Owner	Deadline
Trivia - Consult the BNO team as to including Trivia at the BNO or hold the event early next year	Suzy	August
Insurance - Check the need for Property insurance, Fill out form	Suzy	31 July
Website - Simone will ask Matt for formal proposal, and will give a presentation checking the different proposals against criteria	Simone	August
Sponsorship Policy - Edit the PDF document to remove mentions "draft". Sonia suggested including a record of revisions for the policy. Simone suggested an amendment of "If no fundraising committee, then the decision is delegated to the executive".	Suzy	August
Kitchen Garden/ School Working bee organised by a year 4 class	Fiona/ Sonia	August
Lost property - Invite specific parent groups to assist	Sonia	August
Culottes - Fran will present samples at the next meeting	Fran	August
Library Improvement - Seek additional quotes	Fran	August
Buddy Bench - Follow up	Fran/ Simone	August
Christmas Movie - Continue with plans	Sonia	August
Motto - Relay issues to Damian	Sonia	August
Review the policy of notification of parents of non attendance	Fran	August