



September P&C Meeting Minutes

Stanmore Public School – P&C

100 Cambridge St, Stanmore NSW 2048

Meeting Title: September Meeting **Location:** Staff Room
Date: Tuesday 18 August 2018 **Time:** 7pm
Chair: Simone Dossetor,
President

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| Attendees: | Simone D, Fran L, Clare J, Stephen Jackson, Madi M, Blake L, Todd C, Lindsay S, Rebecca M, Fiona, Stephen Jones, Kelly S |
| Apologies | Suzy L, Matt C, Carol K, Anne C, Caitlin F, Rebecca M, Sonia |

| Item | Description | Lead Officer |
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| 1 | Acknowledgement to Country President's Welcome. | Simone Dossetor |
| 2 | Presidents Report <u>Communications</u> A number of quotes have been received to upgrade the P&C web pages. The estimated costs appeared to be quite high. Further discussions have taken place to see how the cost could be reduced. There is a possibility to reduce the cost if some of the archived data was not moved over to the new pages. The new School web site has been built (in Wordpress), is ready for testing and is likely to be launched some time in term 4. Fran will check to see if the School can take on the ongoing maintenance costs for the P&C website but is unlikely to be able to assist with the one-off cost to upgrade the web pages. There is the possibility to have a menu item on the school website for the P&C information, but this option would require an alternative for ticketing and payments, similar to Shopify. Another alternative would be to seek sponsorship to fund the creation of the new site. Lindsay Smith to liaise with Simone on the requirements for the web site to assess whether the quoted costs appear reasonable and identify the most effective solution. | Simone Dossetor |

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| | <p><u>Music</u></p> <p>An event will be held later this year, where all year 2 students will be given the opportunity to hear all of the ensembles with a view to joining for the following year.</p> <p><u>Fundraising</u></p> <p>Thank you to Caitlin for organizing the coin drive.</p> <p>Trivia Night has been sold out. Proposal to approve \$1,000 for trivia night expenses. Blake proposed, Todd seconded,</p> <p>Christmas Movie Night – deposit paid.</p> <p>Big Night Out – still require volunteers to organize for 2019</p> <p>Barnardos Tree – this will happen again this year and will be organized by Carol, Anne and Ange</p> <p><u>Habitat Tree</u></p> <p>This has now been established and is by the garden gate – it is for small parrots and micro bats. More native planting will go in around the area.</p> | |
| 2 | <p>Secretary’s Report</p> <p>The P&C endorsed the minutes of the June meeting (proposed by Simone; seconded Blake).</p> <p>A motion went to P&C Federation regarding after school care, which was accepted.</p> <p><u>2018 Actions Register</u></p> <ul style="list-style-type: none"> • Improve Culottes - Blake’s daughter has assessed the samples provided and the recommendation is that the smaller sized culottes have an elasticated waist. • 40k zone on Trafalgar St, traffic blisters, and traffic monitors – The Council’s assessment did not meet the threshold of vehicles to warrant a pedestrian monitor. Need to talk to Council regarding a blister in between the no parking sign and the crossing. Some signage needs updating and crossing needs painting. • Library Improvement. Still waiting for quotes and design. • Lost Property – this is an ongoing issue. There will be another sort of property before the end of term. It is extremely important to label all items clearly. • Street Library – We have a street library which will need decorating and weatherproofing. There is a concrete slab outside the school gate where a bin used to be – this is an ideal spot for the street library. Stephen J has offered a steel post for the installation. Fiona will coordinate installation. • Long term plan for School – The Asset Management Unit will be invited to present on the long-term plan for the school at the special meeting next term. | |
| 3 | <p>Principal’s Report</p> <p><u>Student Wellbeing</u></p> | Fran Larkin |

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| | <p>Earlier this year, there was a survey on student well-being.</p> <p>We have replaced the Responsible Thinking Room (used for children who had been given a red card) with a drop-in room for children who feel they need time away from the playground at any time. The room is supervised by a teacher. The rationale behind the change is that there has been a significant reduction in the number of red cards issued.</p> <p>In addition, a helpdesk is in place. If a problem in the playground needs mediating, the teacher in the bright orange vest at the helpdesk, provides assistance on resolving issues before they escalate.</p> <p>The drop-in room has proved popular this term, but the helpdesk has not been utilised as much, which may indicate that students are more able to resolve their own issues.</p> <p>All teachers now wear high visibility vests when on playground duty to make them easily identifiable.</p> <p>The school has been running a Cool Kids Program for students with anxiety to help them manage their anxiety. Children with high levels of anxiety are identified by staff who liaise with parents regarding their inclusion in this program.</p> <p><u>Showcase</u></p> <p>Showcase has been pushed back to term 4 this year. Miss Lopes has returned to work and showcase will be held in week 4 of term 4. Enmore Theatre has advised against recording the showcase which is likely to be due to copyright issues around the music used.</p> <p><u>2019</u></p> <p>Planning has commenced for 2019. The school will be allocated staffing based on the student numbers submitted. It is likely we will have 25 classes again in 2019.</p> <p>P&C will be invited to go along to the welcome evening for new parents.</p> <p>P&C to discuss the possibility of running a Tea and Tissues morning with the current Kindy class parents on the first morning of term 1 2019.</p> | |
| 4 | <p>Treasurer's Report</p> <p>Funds for new pot washer remain in the canteen reserve account.</p> <p>Father's Day breakfast raised \$1,366 with some additional funds yet to be finalized.</p> <p>Book drive raised approximately \$5,500 which is slightly more than last year.</p> <p>Coin Donation raised just under \$2,000 which was significantly more than 2017.</p> <p>Movie night – have paid out expenses but income will come in towards the end of term 4.</p> <p>Have allocated \$14,000 for 2019 for teacher resources.</p> <p>Treasurer to meet with Principal to reconcile funds relating to canteen profit at the end of 2017 which will transferred over to the P&C.</p> <p>The P&C requires an annual audit. The cost is likely to be around \$1,650 plus GST, unless a parent volunteer who is a registered auditor is available to donate their services.</p> | Todd |

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| 5 | <p>New Business</p> <p><u>Child Care Arrangements from 2019</u></p> <p>Special Meeting will be held with Director of Schools, Assets Management Unit, TASK and OOSH and parents to provide further clarity on the child care arrangements.</p> <p>Department of Education put in place Community Use Agreements to allow the community to use the school premises. Those community groups reimbursed any expenses, but the School did not make a profit. These CUAs were never intended to be commercial agreements.</p> <p>TASK commenced as an after-school club for a small number of children. This grew and formal approval was sought to run a formal out of hours service. This should have gone out to tender, but it didn't. When the Department realized this, there was a directive to go to formal tender.</p> <p>Stanmore PS is at the stage where additional places have been offered to other child care providers.</p> <p>TASK had approval for 70 places. OOSH will provide an additional 40 places, Greek Community service will offer an additional 30 off site and Kids Capers at St Michaels will provide additional places.</p> <p>There are currently 140 places for OOSH and they have requested an additional 40 places with two additional classrooms being used. TASK will have approximately 50 on site.</p> <p>IWC has communicated with all parents enrolled at TASK last year and asked for confirmation of needs for 2019. When need has been confirmed, places will be offered. It may be November before all after school care is confirmed.</p> <p>Fran has invited the Department of Education decision maker (to not allow TASK to continue until Jan 2020) along to the special meeting.</p> <p>Need to have a parent representative on the tender process.</p> <p>Tender process for license will have clear guidelines and each tender must be objectively assessed against the criteria.</p> <p>Special meeting is likely to be held early next term.</p> <p><u>Partnering with other less affluent Schools</u></p> <p>Possibility of partnering with another school in a low socio-economic area to raise funds for that school raised, we would need to consider the P&C Objectives, but the school regularly supports charities proposed by the student executive. Proposals should be submitted with ideas for fundraising for consideration.</p> <p><u>Tennis Courts</u></p> <p>The courts are starting to look run down - the fence needs repairing, new nets are required and the surface needs repairing. Fran will obtain a quote for the work and potentially some of the funding could be obtained through a grant.</p> | |
| 6 | <p>Next Meeting</p> <p>The next Stanmore P&C meeting will be on Tuesday October 16 2018.</p> | |

Summary of resolutions passed

Resolutions

- June minutes passed - proposed by Simone; seconded Blake.
- Resolution to approve \$1000 for expenses for Trivia Night – proposed by Blake, seconded by Todd

Items for actions register

| Action Item | Owner | Deadline |
|--|----------------|-------------|
| Website – Lindsay Smith will review requirements, assess quotes and provide options to Simone | Simone/Lindsay | October |
| School to contact Council to request blisters near the crossing in addition to a refresh of the signage and the crossing | Fran | |
| Treasurer to liaise with Principal to identify canteen funds from 2017 to be transferred to P&C | Todd/Fran | End of 2018 |
| Special Meeting to be arranged on the matter of after school care. | Fran/ P&C | October |