



October P&C Meeting Minutes

Stanmore Public School – P&C

100 Cambridge St, Stanmore NSW 2048

Meeting Title: October Meeting **Location:** Staff Room
Date: Tuesday 17 October 2018 **Time:** 7pm
Chair: Simone Dossetor,
President

Attendees:	Simone D, Fiona D, Stephen J, Blake L, Clare J, Todd C, Suzy L
Apologies	Kelly

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

2	<p>Secretary's Report</p> <p>The P&C endorsed the minutes of the September meeting (proposed by Stephen; seconded Fiona).</p> <p><u>2018 Actions Register</u></p> <ul style="list-style-type: none"> ● Improve Culottes - Proposal to alter the culottes to have an elasticated waist, particularly the smaller sizes (size 4 and 6). ● Street Library – Inner West Council is offering Street Libraries to the local community and there is an application process on the Street Library Australia website - Suzy will write an application for the grant. The Street Library could be decorated by school students. Fiona will liaise with the senior classes as this could be a Year 6 project. Blake has donated a Street Library, and has a contact (Guy Amond) who can provide undercoat paint. ● Traffic Calming – Proposal to improve the pedestrian crossing with a refresh of paint and signage, and install garden beds/ blisters near the crossing. Suzy and Simone to write a letter to Council. ● Website - There is an option proposed by Lindsay to create the P&C website using Shopify. Simone to follow up with Lindsay. ● Long term plan for School – No update. ● Library Improvement - No update. ● Special Meeting with the Director of Schools, Assets Management Unit, TASK and IWC OOSH - Proposal to set a tentative date for the meeting, giving 2 weeks notice to allow for planning. Arrange meeting in Week 3 on either Tuesday 30th October or Thursday 1st November at 6pm. Simone to liaise with Fran. ● Kindy Welcome. Kindy Orientation will begin in Week 5. Proposal to update the materials given to new parents - Suzy to liaise with the School office. We will hold a welcome morning tea in Week 1 Term 1 2019, hosted by 2018 Kindy parents who can donate baked goods. The venue will be outside in the new green space that is currently being updated or the Kitchen. We will promote the event by informing teachers, and having volunteers near the school gates to remind new parents. Stephen to create a A5 poster promoting the Welcome Morning tea "New Kids on the Block". Motion to fund up to \$500 towards Kindy Morning tea if needed, proposed by Stephen, seconded by Fiona. ● Partnering with school from low socio-economic area - No update, waiting on Proposal. 	
3	<p>Principal's Report</p> <p>Mrs Larkin did not attend the meeting.</p>	Fran Larkin
4	<p>Treasurer's Report</p> <p>Todd reported no significant changes to the financial situation.</p> <p>The new pot washer has been bought for the Canteen, however 3 phase power is needed and so there will be an additional cost. Canteen renovation has been completed using grant that the School obtained. Canteen funds from previous years have been identified.</p>	Todd

	<p>Todd will need to be replaced as Treasurer in 2019 and so we need to recruit a new Treasurer. Todd has promoted this role and received one response. Fiona and Simone to liaise with another potential volunteer.</p>	
5	<p>Sub-committee Reports</p> <p><u>5.1 Fundraising & Events</u></p> <p>Funding priorities - Blake suggested that some parents value technology in the classrooms and that more iPads are needed. Blake said that he would be motivated to offer a commission free sale if the proceeds could be used for technology. Fiona stated that there are also parents who would value other things over technology. Suzy suggested that funding technology could also be innovative STEAM materials. Simone said that additional technology might warrant additional training or teacher hours. The School Run-a-thon will raise money for technology. Action: Consult with Murray Nance regarding additional needs.</p> <p>In 2019 there will be two election BBQs (State, Federal elections). Simone suggested that we organise a big fete for these dates. Suggestion to invite local school bands such as Marrickville High. Action: Start Election planning committee.</p> <p>It was suggested that some school amenities need attention - tennis court fence, oval, shading.</p> <p>Trivia night - We will need help selling raffle tickets. Stephen updated us on the most effective way to use the liquor lock/ wine cage. Simone has sourced a projector. Suggestion to provide change to parents by bringing rolls of coins and selling \$20 worth of \$2 coins. Todd will look after the money on Trivia night. Fiona will assist with sourcing donations from local businesses and accessing items in storeroom. Stephen will donate some vouchers/ hamper. Clare is able to assist on the night. Set up will start 5/ 5:30pm. Simone will give verbal thanks, then businesses will receive certificates and online recognition. Suzy suggested an instagram account for next year. Simone will check storeroom for screen. We discussed vision issues, how to utilise prizes, how to set up the raffle and closing time.</p> <p>Movie Night - There was an enquiry from Stanmore Kindergarten about holding a stall - need to confirm what they will offer that it doesn't conflict with other plans.</p> <p>We need to plan for the BNO in 2019 and set calendar for 2019.</p> <p><u>5.2 Grants</u></p> <p>There are IWC Small grants for up to \$500 currently available.</p> <p><u>5.3 SAKG Kitchen Garden</u></p> <p>The recent working bee was a success. Dimitra to be reimbursed.</p> <p><u>5.4 Communications</u></p> <p>Matt updates SNIP, P&C website, facebook page. Suzy will update info on the noticeboards. Blake offered to help print signs if needed. We can also send emails via class contacts and Mailchimp. We discussed using all the different available methods.</p> <p>We discussed making a special invitation for class parents to attend P&C meetings as this has previously been promoted, and class contacts are often dedicated and wanting to help.</p>	

	<p><u>5.5 Pre-loved Uniform Shop</u></p> <p>No report</p> <p><u>5.6 Lost Property</u></p> <p>No report</p> <p><u>5.7 Music</u></p> <p>Upcoming performances at Marrickville festival, Taverners hill fete and Blow & Bow evening.</p> <p><u>5.8 Ethics</u></p> <p>No report</p> <p><u>5.9 Canteen</u></p> <p>No report</p>	
5	<p>General Business</p> <p>We discussed how to improve current parent engagement in the P&C. It was suggested that we could provide food & drink at some meetings. We discussed options and including ordering pizza and asking for parents to RSVP for catering purposes. Motion to fund up to \$500 for food & drink, proposed by Simone, seconded by Clare. The next meeting will be Tuesday 20th November in Week 6. We plan to promote this meeting to prospective parents, and have a focus on planning for 2019.</p>	
6	<p>Next Meeting</p> <p>Special meeting regarding Aftercare arrangements to be arranged.</p> <p>The next Stanmore P&C meeting will be on Tuesday 20th November 2018.</p>	

Summary of resolutions passed

Resolutions

- Minutes of the September meeting passed (proposed by Stephen; seconded by Fiona).
- Motion to fund up to \$500 for food & drink at P&C meeting (proposed by Simone; seconded by Clare).
- Motion to fund up to \$500 towards Kindy Morning tea if needed (proposed by Stephen; seconded by Fiona).

Items for actions register		
Action Item	Owner	Deadline
Consult with Murray Nance regarding technology needs		November
Start Election planning committee including inviting local bands	Fundraising	November
Trivia night organisation	Simone/ Fiona/ Suzy/ Clare	November
Consider instagram account for next year	Suzy/ Comms	February
Movie Night - Stanmore Kindergarten stall confirm details	Sonia	December
Improve Culottes - Proposal to alter the culottes to have an elasticated waist	Blake/ Fran	November
Street Library – Suzy will write an application for the grant. Fiona will liaise with the senior classes. Blake to contact painter who can provide undercoat paint.	Suzy/ Fiona/ Stephen/ Blake	November
Traffic Calming – Suzy and Simone to write a letter to Council.	Suzy/ Simone	November
Website - Simone to follow up with Lindsay	Simone	November
Special Meeting with the Director of Schools, Assets Management Unit, TASK and IWC OOSH - Arrange meeting in Week 3. Simone to liase with Fran and Director.	Simone	November
Kindy Welcome - Update the materials given to new parents - Suzy to liaise with the School office. Organise Kindy Welcome morning tea. Stephen to create a A5 poster.	Suzy/ Simone/ Stephen	November