



## July General Meeting P&C Minutes

Stanmore Public School – P&C

100 Cambridge St, Stanmore NSW 2048

**Meeting Title:** July General Meeting

**Location:** Staff Room, above the office

**Date:** Tuesday 30 July 2019

**Time:** 7pm

**Chair:** Lisa M

<b>Attendees:</b>	Lisa, Suzy, Gwen, Carol, Blake, Diane, Fiona, Kendall, David, Fran
<b>Apologies</b>	Jackie, Lara, Louise P

Item	Description	Lead Officer
1	Acknowledgement to Country <b>President's Welcome and Report</b>	Lisa
2	<b>Secretary's Report</b> The P&C endorsed the minutes of the June meeting (proposed by Fiona; seconded by David).  <u>Correspondence</u> No significant correspondence to report.  <u>Action Register</u> <ul style="list-style-type: none"><li>• Culottes - Suzy didn't write a letter as Jackie offered to call Pickles, however outcome is unknown. Fran said she will contact Pickles.</li><li>• Traffic Calming (blisters, zebra crossing, 40k zone) - No update known</li><li>• Next Street Library - ongoing project. Some more materials will be needed.</li><li>• Resolution to approve \$120 expenses for Street Library approved - proposed by Di, seconded by Blake.</li><li>• Buddy bench - No update known</li></ul>	Suzy Leslie

3	<p><b>Principal's Report</b></p> <p>There is a lot happening with building at school. Currently they are replacement roof B block, and then will do the second building which is expected to finish in September. hoping moving scaffolding in holidays. then painting B block - hoping full paint. Tennis court dancing replaced, resurface in next holidays. Oval in september . Will need contingency plans.</p> <p>The Athletics carnival was last week, and NAIDOC assembly was held yesterday. Tomorrow will be the Jacarandah music concert. Showcase is in week 9, more info on this will go out soon.</p> <p>There has recently been teacher training on cultures of thinking and literacy, comprehension, vocal development (one professional development day moved forward from December).</p>	
4	<p><b>Treasurer's Report</b></p> <p><u>June and July Report</u></p> <p>See attached written report. There is \$59000 available. The current balance is \$113000.</p> <p>Di reported on the events we have held in 2019. She said approx 150 tickets have been sold for the BNO.</p>	Di
5	<p><b>Fundraising &amp; Events Report</b></p> <p><u>5.1 Recent events</u></p> <p>Trivia Night - 70 and 112 attendance, \$881 raffle, quiz expense. Easy to organise. Love to do it again - could be First term. Could assist table. Gwen will book, possible week 5/6, consult with Fran with school timetable.</p> <p>Refugee Week Food Drive - Suzy reported that this was a popular event, and more work than she had anticipated given the large number of generous donations from families. Parent volunteers delivered 6 car loads of food &amp; toiletries, with two follow up trips the week after. Suzy said that Jackie had suggested that in future we do the food drive by stage with one a term.</p> <p><u>5.2 Planning events</u></p> <p>Big Night Out - The BNO is organising is going well. Blake reported arranging a generous donation from Salisbury Hotel.</p> <p>Resolution to approve BNO expenditure for giant games (Jenga, Connect 4) that will be used at BNO and then donated to the playground - proposed by Fiona, seconded by Di.</p> <p>Resolution to approve \$1000 further expenditure for BNO - proposed by Di, seconded by Lisa.</p> <p>Kindy Tea towels - Carol and the teachers have been checking the tea towel and this will go ahead soon.</p> <p>Resolution to approve \$1600 for Kindy tea towels - proposed by Carol, seconded by Kendall.</p>	Sonia Matiuk,

6	<p><b>General Business</b></p> <p>Resolution to approve full expense of Federation Membership and Insurance - proposed by Suzy, seconded by Lisa.</p> <p>Commission Free Sale Proposal - David reported on the sponsorship discussion on the Commission free sale, and reviewed the sponsorship checklist. Blake suggested that this could raise \$5000 or more. Blake reported being keen for an ongoing relationship with the school. It will be open to outside the school community. The process is that there will be an auction, people bid to win this opportunity not to have to pay commission (though there would be some marketing expenses), that bid will be donated to the school. The average home price in this area is 1.5million, which translates to \$30000 commission. They would like to have a target for the money so that the money is directed, and this can change across years. The promotion will be through the school channels, SNIP, BNO event, Inner West Courier, video on Facebook, Instagram, cards, and word of mouth. There will be an online auction with a minimum set. Fran confirmed that she is comfortable with the arrangement.</p> <p>Resolution to approve the Commission Free Sale proposal - proposed by Blake, seconded by Carol, passed.</p> <p>P&amp;C brand &amp; logo - Gwen presented on her proposed new Stanmore P&amp;C. She explained the chain linking, representing working together with a smile to add a child. She said that she'd showed this to Jackie and Lara who approve. She showed examples of different uses and merchandise.</p> <p>We intend to nominated Fiona Doherty for the P&amp;C Volunteer of the year - nominated by Suzy, seconded by Carol.</p> <p>Fran raised the need for square for book drive. Di said that Jackie has the readers and her house sitter will look for them. The school has one available, and Gwen can lend one if needed.</p>	
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7	<p><b>Sub-committee Reports</b></p> <p><b>7.1 Communications</b> Instagram Guidelines - Lisa suggested seeking a community group guidelines. David can ask another school P&amp;C.</p> <p><b>7.2 Grants</b> We received the Grant approval for the Henry Parkes plaque replacement. Fran has the original wording, and will discuss the exact location.</p> <p>We missed out on My Community Grant.</p> <p>David's wife is happy to assist with writing grant applications however needs adequate notice as they can be several weeks of work. The recycling project could be applied for next year.</p> <p>Carol said that she has access to a database of grants that she could help.</p> <p><b>7.3 Sponsorship</b> David has arranged Solitel vouchers. They are looking for a sponsor for the BNO photo booth which costs \$800 hire, had asked for \$1500. He will seek Brewery donations such as Young Henrys. Gwen will add some items. David suggested meeting next week to assess fundraising. Fiona volunteered to ask local businesses. Gwen suggested having a deadline.</p> <p><b>7.4 Pre-loved Uniform Shop</b> No update.</p> <p><b>7.5 Lost Property</b> There are still some bags of lost property in the staff room.</p> <p><b>7.6 SAKG</b> The Tribal warriors visited and loved the garden. There will be SAKG training days on Thursday and Friday.</p> <p><b>7.7 Music</b> No update</p> <p><b>7.8 Recycling</b> The bin has been ordered. There are ongoing issues with the waste service not being collected. Consider education. There have been issues with plastic ice block sleeves being found in the leaves, which means that the leaf litter is ending up in bins rather than compost. The contract cleaners are very much limited by time.</p>	
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7	<p><b>7.9 OSHC</b>  The tender process is about to start. The spaces have been measured and assessed as appropriate for 247 spaces, and they will ask for 250. The current capacity IWC and TASK combined is 210. The Department will look at shortening the tender process, by looking at the details first. The tender might happen next term, and is run by assets. Parents expressed that they did not want uncertainty at the end of term. It will happen in time for the transition process.</p> <p>Wilkins and Camdenville are also going through this process. David said he can reach out to their P&amp;Cs.</p> <p>Lisa asked if we can ask them to reassure us about the tender at a P&amp;C meeting. Fran said the Director had met with P&amp;C executive in the past about TASK being eligible for the rebate. Action: Fran to liaise with the Department to arrange a representative to attend the next meeting.</p> <p>Oval - The sprinklers need repair and the mulch will need to be moved.</p> <p><b>7.10 Ethics</b>  Fran and Suzy said that the room issue has been resolved.</p> <p><b>Next Meeting</b>  The next P&amp;C meeting will be on 7pm Tuesday 20 August 2019 (Week , Term 3).</p>	
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Summary of resolutions passed	
<b>Resolutions</b>	<p>The P&amp;C endorsed the minutes of the June meeting - proposed by Fiona; seconded by David.</p> <p>Resolution to approve \$120 expenses for Street Library approved - proposed by Di, seconded by Blake.</p> <p>Resolution to approve BNO expenditure for giant games (Jenga, Connect 4) - proposed by Fiona, seconded by Di.</p> <p>Resolution to approve \$1000 further expenditure for BNO - proposed by Di, seconded by Lisa.</p> <p>Resolution to approve \$1600 for Kindy tea towels - proposed by Carol, seconded by Kendall.</p> <p>Resolution to approve full expense of Federation Membership and Insurance - proposed by Blake, seconded by Lisa.</p> <p>Resolution to approve the Commission Free Sale proposal - proposed by Blake, seconded by Carol.</p> <p>Resolution to nominate Fiona Doherty for the P&amp;C Volunteer of the year - nominated by Suzy, seconded by Carol.</p>

Items for actions register		
Action Item	Owner	Deadline
Contact Pickles regarding Culottes	Fran	August
Liaise with the Department to arrange a representative to attend the next meeting regarding OSHC Tender Process	Fran	August
Commission Free Sale commence	Blake / David	
P&C Volunteer of the year nomination	Suzy	
Square for Book Drive		