



Stanmore Public School – P&C

100 Cambridge St, Stanmore NSW 2048

Meeting Title: September General Meeting **Location:** Staff room, above the office
Date: 24 September 2019 **Time:** 7pm
Chair: Jackie Greenwood

Attendees	Fran, Jacqueline, Fiona, Cameron, Matt, Edward, Clare, Janice, Janet, Louise H, Louise P, Tamsin, Sonia, Jackie, Lisa, Lara, Suzy, Di, Edward, Rachel
Apologies	Nadene, Kendall, Simone, Tammy, Chhiti, Blake

Item	Description	Lead Officer	Time
1	Acknowledgement of Country President’s Welcome, Introductions and Report (5 mins) Since the last meeting, we have had Father’s Day and Showcase. There is a lot to discuss today.	Jackie Greenwood	7pm

2	<p>Secretary's Report (10 mins)</p> <p>2.2 Table minutes from August 2019 - proposed by Jackie, seconded by Lisa, passed.</p> <p>Special Meeting minutes - proposed by Suzy, seconded by Jackie, passed.</p> <p>2.3 Correspondence - Note that the Notice of Event form needed to be completed for P&C Federation two weeks beforehand for insurance purposes.</p> <p>2.4 Action Register</p> <ul style="list-style-type: none"> ● Culottes - These will be ready for Kindy orientation (12th November). Fran detailed the history of contract with Pickles & lengthy consultation process. ● Traffic Calming (blisters, zebra crossing, 40k zone) - Survey completed and once the data has been analysed will send to Anna York, and follow up given we are still waiting on crossing supervisor. Janet suggested that we send this to the other councillors for our ward (Lockie, Steer). ● Next Street Library - Fiona has sent a message to teachers and will resend. She is hoping a year 6 class will decorate with self portraits, contrasting with the Kindy portraits. The second street library will be installed next to the existing one. ● Buddy bench - The bench has been delivered. Mr Latham has volunteered to assist, and Ms Lopes has been contacted regarding SRC involvement. The plan is to arrange painting with handprints from children. Tamsin offered to lead painting. We would like to involve children that find this project meaningful; such as the child that wrote a persuasive text in favour of the Buddy Bench last year. The aim is for this to occur in Week 1 Term 4. The model would be having two reps from each class to be Buddy bench monitors. The plan is the SRC to be involved in educating the students and Mr Latham educating the staff. It's possible it could be included in the playground works. The location is to be determined, but the oval isn't suitable. 	Suzy Leslie	7:05pm
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3	<p>Principal's Report</p> <p>Fran reported that showcase was very well received, and afterwards everyone was run down.</p> <p>Fran reported that Term 4 sport is different this year. Balmain PSSA had insufficient interest in holding sport as has been run in the past. There was an abbreviated program across 3 terms, and in Term 4 schools do independent activities. This term the oval will not be available. There will be 40min comprehensive sport sessions for all classes to develop skills for PSSA. Ms Mitchell arranged a grant of \$3000, for someone to do sport skills for years 3-6. There will be class room time for the rest of the afternoon. Sport is part of the curriculum, but less schools are interested in term 4 sport due to other activities such as performances, events, presentations, farewell, and reports. This is the first year of this model and then it will be reviewed. Each school has a representative who attends meetings. It is difficult to influence what a number schools can do as they need teacher support, and not all schools have the resources. Resisted morning as important learning time. There is limited outdoor space for classes so 2/3 classes can do the lesson at one time. Teachers also have PE lessons at another time. There is 80 min physical activity per week. Some parents raised that some students aren't aware. PSSA is part of the Department of Education. A parent suggested that with travel time & cancellations there is still similar amount of physical activity. Stanmore was happy with previous model.</p> <p>The school calendar has been created for next year and so we should align dates with the P&C plan.</p>	Fran Larkin	7:15pm
4	<p>Treasurer's Report</p> <ul style="list-style-type: none"> ● Treasurer's Monthly Report <p>Di reviewed financials for recent events. She reported that \$16500 had come in for BNO, with a total of \$19500. The whiteboard's have been paid for now.</p> <p>There is \$58000 available in the accounts.</p> <p>Audit proposal - It has been suggested that we swap auditing with another local P&C, or seek a parent that will perform audit gratis/ discount. Note, financial review is required, rather than a full audit. Lara might know someone who could do this, and otherwise we could seek a volunteer using SNIP.</p>	Diane Groves	

5	<p>Fundraising & Events Report</p> <p>5.1 Recent events:</p> <p>Recently there has been Father’s Day and the Wear Green for Climate day.</p> <p>5.2 Planning events:</p> <ul style="list-style-type: none"> ● Movie night - This will be on 6th December. The deposit has been paid deposit. The choice of movie will be decided by classes voting. The plan is to have sponsorship for holiday activities. The cost will be \$5 per person. There will be Picnic packs available. Sonia would like to get more stalls like at Mothers day, so intends to spread the word to creative people, and donations can be made afterwards if appropriate. Louise will follow re having performances from ensembles. Last year there was the choir and ukeleles. Claire asked if we can encourage students to have stalls. It was suggested that we invite kids to register interest, and then gauge demand. We will need to plan the tables. We need to distribute the P&C sustainability guidelines. ● Stanmore Music Festival will be on 16 November in honour of late Richard Gill, conductor/ music educator. The event has IWC backing and will be held on Percival rd, School, Salisbury Hotel, and the grass next to Library. School ensembles will perform, alongside over 60 groups. They will be attempting a record for largest ukelele performance. Stanmore P&C plans to host a Sausage/ cake stall with relish. We will need volunteers and bakers. Fiona suggested using the Pizza oven which is a lot of work but good profit margin. The School spectacular is the week after so is a good chance for rehearsal. ● World Teachers Day is held on 25 Oct. The AEC meeting will be tomorrow to plan for Halloween. Resolution to arrange lunch for teachers up to \$1500 - proposed by Suzy, seconded by Di. There are 48 staff members. It was suggested that we use a catering company with a charity aspect such as TwoGood. It was suggested having one big cake. ● STEAM fair - Term 1 2020. Louise P & Louise H have been thinking about STEAM framework. This would cover how to add value & support teachers, how to build teacher capability in line with strategic planning, steam resources that are approved and tested, and community engagement. The STEAM fair could include broader community. Ms Ferrario is keen to assist. We need to identify the key skills needed for volunteers, and the numbers of demonstrations. They will start planning in term 4, and will propose a budget at the November meeting. There could be a tie in with curriculum theme, and class competitions. There could be external providers & mix of parents with expertise. 		
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6	<p>Lara knows a teacher who ran a similar event in the US for several years, who has documents to share, and is happy to meet. There could be planned workshops for different age groups. Mr Latham and Mr Nance are also keen to get involved, and they know parents who have expertise. Ms Mitchell's class has had a coding program through philanthropic Atlassian program. It might be possible to involve local universities and high school clubs.</p> <p>A parent raised whether Term 1 was ambitious, and they will consider term 2. We need to consider planning events & volunteer fatigue. Early term 2 is Naplan. Term 1 and Term 2 are both ok for influencing the strategic plan. Parents should send any contacts they have to Louise.</p> <p>At the next meeting we will discuss planning events for next year.</p> <ul style="list-style-type: none"> 2040 Movie screening. There is a proposal to show the documentary involving climate scientists taking an optimistic approach. It is possible to arrange free screening for schools. It was thought that it would be more suitable for older primary such as stage 3. It would not necessarily be appropriate for the welcome movie, and should be deferred to the committee. <p>5.3 Discuss potential spending of P&C funds and next Fundraising Target - Skipped due to timing.</p> <p>General business</p> <ul style="list-style-type: none"> Election of two Parent reps for future staff merit selection panels. Parent reps have been arranged for the principal and assistant principal panels, and there is another teacher panel needed. This will be redone at the AGM. <p>Clare raised how to best publicise this need. The issue was placed on the agenda, and a class email sent. It was suggested that this panel was an opportunity to train a new person.</p> <p>Tammy, Lisa, and Rachel were nominated. Resolution that Rachel and Lisa be invited to the next panels with Tammy as back up - proposed by Suzy, seconded by Lara.</p> <ul style="list-style-type: none"> Sustainability: Climate action and Global Climate Strike student movement, 2040 community screening, Expand Recycling Committee to become a Sustainability Committee, Solar panels and Energy audit, Sustainability education resources <p>Proposal to set up a Sustainability committee - Rachel, Janet, Fiona, and Edward volunteered. Fran said that a number of staff might be interested and she needs to check who would like to join the committee.</p>		
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7	<ul style="list-style-type: none"> ● Additional/ Special needs Sub-Committee - <p>It was proposed to have a group for children with special needs (at both ends of spectrum of ability) as parents would benefit from networking, support and advocacy. Rachel, Clare, Janice, Janet, Tamsin, and Reb volunteered.</p> <ul style="list-style-type: none"> ● Planning for Kindy and Year 3 Orientation - Kendall has made some suggestions. Jackie plans to change the form to emphasise how to get involved. The deadline for documents is the end of October. The welcome pack will include invites for New kids on block, and Movie night. There is a proposal to set up a Buddy system, matching new Year 3 parents with existing parent. ● Resolution to approve \$240 for two attendees for P&C Conference 2020 in Dubbo. Proposed by Suzy, Seconded by Sonia. ● Resolution to approve investing in Robotics kits - 2 kits are needed which cost approx \$4000. They included small robotic items to be coded. \$10000 approved for robotics kits, proposed by Di, seconded by Tamsin. <p>We discussed plans for Mrs Larkin’s retirement. It was suggested that the Movie night include a BBQ open to all families, that the P&C will fund. We will invite past families and request RSVP. There will be some paid optional extras, and can still buy tickets for the movie online. There is a proposal to have music and photos.</p> <p>Resolution to host a free BBQ costing up to \$2000 - proposed by Sonia, seconded by Di.</p> <p>Resolution to approve a gift of up to \$500 - proposed by Janet, seconded by Sonia.</p>		
8	<p>Sub-committee Reports Not able to go through in detail due to time</p>		
9	<p>Next Meeting</p> <ul style="list-style-type: none"> ● Proposal to delay the next meeting by one week - 7pm Tuesday 22nd October (Week 2, Term 4), in the staff room (above the school office). 		

Resolutions passed
Table minutes from August 2019 - proposed by Jackie, seconded by Lisa, passed.
Special Meeting minutes - proposed by Suzy, seconded by Jackie, passed.
Resolution that Rachel and Lisa be invited to the next merit selection panels for teacher positions with Tammy available as a back up - proposed by Suzy, seconded by Lara, passed.
Proposal to set up a Sustainability committee - Rachel, Janet, Fiona, and Edward volunteered.
Proposal to have a group for children with special needs (at both ends of spectrum of ability) as parents would benefit from networking, support and advocacy. Rachel, Clare, Janice, Janet, Tamsin, and Reb volunteered.
Resolution to approve \$240 for two attendees for P&C Conference 2020 in Dubbo. Proposed by Suzy, Seconded by Sonia, passed.
Resolution to approve investing in Robotics kits - \$10000 approved for two robotics kits, proposed by Di, seconded by Tamsin, passed.
Resolution to host a free BBQ celebration Mrs Larkin costing up to \$2000 - proposed by Sonia, seconded by Di, passed.
Resolution to approve a retirement gift for Mrs Larkin of value up to \$500 - proposed by Janet, seconded by Sonia, passed.

Action	Details	Month raised	Deadline
Auditor	Lara to check with contact, otherwise seek a volunteer using SNIP	September	Locate auditor this year. Audit must completed before AGM