

## **P + C Meeting Minutes**

Wednesday 3 July 2019

Welcome and Introduction	<ul> <li>Acknowledgement of Country</li> <li>Timekeeping</li> <li>Minutes and Actions</li> </ul>	P+C President
Attendees and Apologies	Attendees -Justin Dunwoody, Alma Dayawon, Alvin Lau, Anne Irvine, Jason Ockerby, Sarah Lindhardt, Natasha Foster Ariana Davis, Sarah Weston Minutes – Bettina Sammut Apologies -Maria Lambos – annual leave Gemma Puplett, Nyree Morrison, Van Allen, Victoria Lush, Abbie Futcher Mel Slavin,	P+C Secretary
Previous Minutes	June 2019 Alvin confirmed minutes and Alma seconded.	
Actions Arising	<ul> <li>Book purchase update- The school believes they are still trickling through however, Jethro believes they were delivered in early June. Alvin to send through delivery tracking slips.</li> <li>Project Cool School update - no news</li> <li>Pigeon infestation- Rentokil out due to rats \$4500 spent from school funding. Had seen a number out and about, means there are more. Children no longer eating inside, and school is finding less pigeon coming in. Rat man will be back again in holidays.</li> <li>Library Fund Update – no update</li> </ul>	President
	P&C Survey	V.President
	<ul> <li>Survey still open with 79 responses as of today 3/7/19, still open till Week 3 of term 3. Reminders to be sent out. Themes – transparency on spending and fundraising for P&amp;C and school. ACTION -Meeting with class reps to be set for before August meeting to do deep dive and a focused action plan. ACTION - School to put in Skoolbag in week 1</li> <li>School Magazine – Magazines have been ordered. ACTION _ Teachers to provide guidance on how parents can use.</li> <li>IT update - ACTION – 3-year IT plan to be developed – Doug Talbot/Sean Baumann. Doug will review when back from leave in August. ACTION – School is purchasing 4 new Whiteboards</li> </ul>	Principal



		<ul> <li>Hall Storage ACTION – Options for storage to be tabled at June meeting – held over till August meeting.</li> </ul>	President
•	Correspondence	Standard banking mail and fundraising junk mail	President
٠	Principal's	Maria away.	Sarah
	Report	<ul> <li>Great term – reports going out this week</li> </ul>	Weston/Ariana
		<ul> <li>David Carlton joining to replace Ms Goodridge</li> </ul>	Davis
		for term 3 for 1/2G.	
		• <b>Sports Carnival</b> – went well. K-2 sat with Years 3-	
		6 and house captains took leadership role, great parents helpers, thanks Kaffeine for the lunches	
		and thanks to all volunteers. Ribbons and awards	
		will go out next term.	
		Fundraising request form for teacher/school request	
		<ul> <li>P&amp;C would like all requests upfront rather than</li> </ul>	
		drip feed so an annual budget can be created.	
		This will also assist with transparency. Ariana	
		advised will be better for teachers.	
		ACTION - School to provide what gets billed over	
		the year, so P&C can build a calendar.	
		<ul> <li>Wishlist from teachers being compiled. Ms</li> </ul>	
		Weston advised storage is common themes. Also,	
		Mini lit (k) and Multi lit (Stage 1) resources and	
		training. Especially as Reading Recovery is no	
		<ul> <li>Ionger supported.</li> <li>ACTIONS -V. P principals to discuss Teachers</li> </ul>	
		Wishlist with P&C committee as first step.	
		wishinst with P&C committee as mist step.	
•	Finance Report	Actions from Finance report	P+C Treasurer
	-	• Trivia money, welcome drinks and election cake	
		stalls money came in, \$28,000 committed on	
		smartboards, \$2500 on library books, \$2600 on	
		school magazines.	
		<ul> <li>Need to look at Fun Run income and uniforms</li> </ul>	
		income–for GST impacts, but assume there will be no impacts.	
		<ul> <li>ACTION – uniform profits to be included in GST</li> </ul>	
		review	
		<ul> <li>ACTION - Josie to run through uniform accounts</li> </ul>	
		next meeting to present profitability update.	
Du			P+C President
Ptt	C Issues	Annual Contribution Update/Fundraising Website <ul> <li>Jen, Pasang and Gemma updated based on</li> </ul>	P+C President
		feedback – soft launch to members of P&C.	
		ACTION - Send link to P&C, get feedback and go	
		live around week 2 or 3 of term.	
		• Flexischools link still live – about \$500 donated to	
		date will remain live and should be included in	
		communications. Noting Raisely takes less	
		commission from donations.	
1		Belle Property Balmain Fun Run	



• 2019 – BAU for 2019. Trying to get more	
sponsorship, getting new sponsors takes time	
and work, need some account managers. E.g.	
Birkenhead bib pick up.	
School run club being set up to encourage students to	
participate.	
Nancy Ferguson is school volunteer.	
Fun Run Freddy locked in.	
Sustainability and viability of event moving	
forward Committee members are shrinking; Fun	
Run has become more than a school fundraising	
<ul> <li>it's more a committee event and required a</li> </ul>	
large amount of man hours. Man hours to	
dollars raised comparison shows it raises less	
money per volunteer hours than other events.	
<ul> <li>Need to consider viability - What are the</li> </ul>	
alternatives, can we down size, can we sell it?	
Events is owned by school and P&C and has a	
-	
good reputation.	
School feedback is kids love event and talk and	
train for it – would be missed. School recognise	
the amount of hours. Jason and Doug will do for	
this year but can't commit to next year in same	
way. ACTION - Identify someone for next year.	
• Runners are at capacity on the course. Idea is for	
the community to stay longer post the run and	
generate more income.	
<ul> <li>Can we consider different ways to fundraise – i.e.</li> </ul>	
kids getting sponsored to run – similar concept to	
Jump Rope for Heart campaign. Potentially this	
could raise \$30K.	
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<ul> <li>Agreed at meeting that the Fun Run committee</li> </ul>	
can pursue a kid fundraiser for this year.	
Council – Jason met with Council and initially	
Council were supportive and advised there was	
grant and fee waivers available. Then advised this	
was not the case as P&Cs can't get fee waivers on	
council grounds. Darcy Byrne committed to	
worker with CEO of Council and put forward	
special resolution to give Balmain Fun Run special	
exemptions or ad levy onto entry fee for adult	
runner. ACTION – confirm status.	
<ul> <li>Next year King Georges park will be renovated -</li> </ul>	
need to find an alternative – potentially Callan	
Park.	
I GIN.	
• Belle sponsorship – contract June 2020 end,	
\$1000 per month till June 2020 and includes	



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	sponsorship of school and Fun Run. Belle have	
	first right of refusal till March 2020 and P&C can't	
	talk to others. Need to offer same to Belle as to	
	others. Belle have offered commission free sale	
	of house through Fun Run and Balmain	
	community. ACTION – confirm how this will be	
	used?	
	ACTION - All Sponsorship deals need to come	
	through P&C to review value and proposition.	
	New Welcome Subcommittee	
	Want to Broaden Kindy welcome to all new	
	families including OC. This will help involve all	
	parents. Plan is to get Kindy and Year 1 parents	
	to build program based on their insights.	
	<ul> <li>ACTION – School already provide an OC</li> </ul>	
	orientation pack – could be included welcome	
	information.	
	P&C could also speak at orientations.	
	ACTION - review of welcome events to be	
	included • Eaton St could do a welcome BBQ	
	Book Week Book Drive	
	ACTION – School to provide a list of books	
	<ul> <li>ACTION – School to provide a list of books</li> <li>ACTION – Ariana to find name of volunteer</li> </ul>	
	parent who already helps in Library	
	• ACTION – confirm what week is planned and next	
	steps	
OOSH Report	Still spaces in before and aftercare	P+C ESC Liaison
Coontraport	<ul> <li>Space still in vacation care –cap on numbers</li> </ul>	
	removed	
	<ul> <li>Offsite office issues to be discussed with Maria</li> </ul>	
Uniform Update	No update	P+C Coordinator -
•		Uniforms
2019 Events	• Mid-Winter Disco- Friday 2 <sup>nd</sup> August – coms to go	P+C Coordinator
	out asap	
	<ul> <li>Father's Day BBQ - 30 August</li> </ul>	
	Halloween Disco – 1 November	
	<ul> <li>Belle Property BFR- Sunday 10 November</li> </ul>	
	•	
Any Other Business	Lost Property	P+C President
	<ul> <li>Thanks to all those who sorted out existing lost</li> </ul>	
	<ul> <li>Thanks to all those who sorted out existing lost property. School Parliament to do weekly clean</li> </ul>	
	<ul> <li>Thanks to all those who sorted out existing lost property. School Parliament to do weekly clean out on Fridays and take what they recognise back</li> </ul>	
Any Other Business	Lost Property	P+C President



	<ul> <li>Suggestion made Uniform store could get laundry sharpie, so people can label at purchase</li> <li>ACTION -need ongoing volunteer to help with lost property.</li> <li>PSSA costs – new costs sent out, have changed bus provider, and Issue is resolved.</li> </ul>	
	Other: • ACTION - Council opening for playground renovations – invite Darcy / Jamie– check with Van what was suggested. Meeting Closed at 8.40	
Future P+C Meetings / Dates for 2019:	<ul> <li>Wednesday 3 August</li> <li>Wednesday 4 September</li> <li>Wednesday 6 November</li> <li>Wednesday 4 December</li> </ul>	
Volunteers Needs	<ul> <li>Grandparents Day/Library assistant</li> <li>Asset Audit</li> <li>IT support – Doug Talbot</li> <li>Uniforms Stall – Fridays</li> <li>Lost property</li> </ul>	