

P&C April Meeting Minutes

Wednesday 6th April 2022

Minutes recorded by Renate Harris (Secretary)

Attendees

Meeting held in person at The Cricketer's Arm Hotel and via Zoom

BPS: Belinda Mikhail Bryant, Annabel Son

P&C Exec: Lauren LaChapelle, Gemma Puplett, Paul Galpin, Nathalia Stone, Renate Harris

Via Zoom: Natalia d'Morias

In Person: Stuart Hunter

Apologies: Maria Lambos, Nancy Ferguson

Welcome and introduction

- Acknowledgment of Country
- First month has been a positive one for new P&C Exec – engagement from school and community has been excellent. Thank you for welcoming us!

Previous minutes & actions

Read and ratified - Gemma Puplett, Lauren LaChapelle, Paul Galpin

Correspondence

Action	Who
Bee Wrappy sales email to be filed for future reference	Renate Harris

Principal's Report

See page 4 for full report

Finance Report

See page 5 for details

Action	Who
Paul to contact SmartyGrants regarding timing of works – likely to require extension as works yet to commence	Paul Galpin

P&C Issues/General business:

Welcome Drinks (review)

Great night – thanks to Nathalia and Karen for stepping up and hosting in absence of other P&C members. Good way to connect new and existing members of school community and establish relationship with White Bay Brewery.

2022 Fundraising

Lauren and Maria met to start conversations about longer term planning for P&C expenditure

Action	Who
P&C committee to create roadmap providing clear line of sight for upcoming financial support requirements	Lauren LaChapelle

Ms Pauline's Garden (update)

Maria and Environmental Warriors invited Mayor Darcy Byrne and Local MP Jamie Parker to visit school to discuss Passive Play Space Garden project at morning tea on 29th April. Confirmation that Jamie Parker will support this project.

Actions	Who
Reach out to The Balmain Association (Publishers of the Peninsula Observer) to ascertain level of interest in advertising and support for this initiative	Lauren LaChapelle
Speak with Maria / Felicity to see what support they may need from P&C for morning tea	Lauren LaChapelle

Balmain Fun Run

Propose to run the event in 2023 and use 2022 to identify someone who is willing to manage this event.

Action	Who
Connect with Cliff and former Balmain Fun Run committee to seek information and confirm the scope so we can make a final decision about this event (P&C to connect Stuart with Cliff)	Stuart Hunter

2022 Events Calendar

Focus on 2 x major fundraising events - Trivia Night and Art Show - with smaller events in between. Volunteering app being considered to help us identify and coordinate volunteers more effectively.

Action	Who
Karen to seek feedback from P&C Facebook Group on best app and will update at next P&C meeting	Karen Reiner

Easter Hat Parade Cake Stall

Cake stall during Easter Hat Parade on school playground. Thanks to the 20 bakers who volunteered baked goods for the stall.

Mother's Day Walk with other Balmain schools (Gemma Puplett)

5 km walk involves parents from local primary schools. Proposed date is Friday 6th May. Tickets will be \$60 per head and funds directed to charity (TBC).

Trivia Night (Gabrielle Levette) – Friday 27th May

Save the Date to go out on Friday 8 April, including Call to Action to community for donations and volunteers. Tickets on sale beginning of Term 2 (\$75 per head)

Actions	Who
Create and share branded flyer (template) with Gabrielle, which can be used to seek donations	Gemma Puplett / Renate Harris
Speak with Gabrielle about content of Save the Date and how we leverage Class Reps to help us promote the event	Karen Reiner
Speak with Gab about creating something that businesses can use to show they are supporting the event e.g. poster / sticker	Renate Harris
Provide 50% deposit to Flavours of Spain who will be catering event (check available funds)	Paul Galpin
Provide bank details to Ports NSW for refund of deposit	Paul Galpin

Art Show (Lauren LaChapelle, Felicity Bowman)

Action	Who
Connect with Felicity and provide sequence of events at future meeting	Lauren LaChapelle

OOSH Report

No update

Uniform Stall Report

No update

Any Other Business

- P&C acquired 2 x \$25 donated vouchers from Hill of Content bookstore as prizes for 'Most Sustainable Hat' in Easter Hat Parade.
- P&C would like to set out plan for expenditure over the next 2-3 years, if possible, to help with planning and fundraising e.g. tiling of toilets
- P&C keen to understand how we can work with Class Reps to communicate regularly with parents and carers.
- Voted to spend up to \$1000 for new BBQ if Bunnings cannot donate. Needed for Mother's Day and Election Day BBQs.

Actions	Who
Provide Natalia d'Morias with school contact for organising PSSA branded sports gear	Renate Harris
Contact Cliff to identify possible volunteers for Mother's Day BBQ	Paul Galpin
Contact Bunnings to investigate possibility of donation before purchasing BBQ	Lauren LaChapelle

Meeting Closed 8:27pm

Principal's Report

I acknowledge the traditional custodians and their connection to land, water and community. I recognise the continuation of cultural, spiritual and educational practices of First Nations Peoples. I pay my respects to Elders, past, present and emerging. These lands were, and always will be, Aboriginal land.

Apologies - Nancy Ferguson

- **Apologies & thanks** - Thank you to Belinda Mikhail Bryant and Annabel Sun for stepping in for me this evening, as I travel to Adelaide for school visits over the next week (their term ends a week later than ours). I'd also like to acknowledge all BPS staff, both teaching and non-teaching, for their support of each other, our students and school, with the different challenges we've been faced with this term. Flexibility has certainly been practised on a daily basis
 - **Challenges** - This term has seen a peak in COVID-related absences at our school, over a number of weeks, ranging anywhere from 10-25%, on a daily basis. With similar statistics across our peninsula, it has been difficult to secure consistent casual teachers to cover staff absences during this time. Our first priority, of course, is to ensure each class has a teacher. There have been occasions where regular programs have been disrupted, as well as an occasional split across the stage cohort, if we've been unable to secure a casual teacher. Our teaching staff have happily stepped in when asked to support our students where possible and the school is grateful for their flexibility
 - **Highlights** - it has been lovely to see our community coming back onsite for our Friday morning awards assemblies, Harmony Day and, in particular, a special Kindy morning and Stage One mornings. Our events are weather-dependent, as we lack suitable indoor/covered spaces. We also continue to follow current advice re ventilation: *'Fresh air is the most effective form of ventilation to minimise risk of transmission. Where there is no natural ventilation, schools will use mechanical ventilation to maximise fresh airflow in learning spaces. Using outdoor spaces will continue to be encouraged'*. Although the forecast is not promising for Friday, we are determined to go ahead, one way or another, so we can end the term with one of our favourite community events!
- **Student Voice & Ms Pauline's Garden** - As always, our school highly values, and supports where possible, student voice. Our Environmental Warriors have individually signed a letter to the Honourable Darcy Byrne, Inner West Council mayor and BPS 'old boy'; Jamie Parker MP, local member for Balmain, who has also supported students and our school over the years; as well as to Lauren LeChapelle, our P&C President. They have been invited to visit our school together for a special morning tea early next term, to discuss the possibilities of Ms Pauline's Garden, and how it can be rejuvenated. The students, supported by Mrs Felicity Bowman and myself, look forward to meeting with them and hopefully, will have an update at the next P&C meeting. Jamie Parker has already RSVPed! In the meantime, we have a design and quote from Scully Outdoor Design, who has been engaged with the school for the past few years. We are waiting on a second design and quote from Urban Landscape Projects (ULP), who have also designed and executed playground spaces for us since 2014. Thankfully, as both companies have worked with us previously, there is no design fee involved
- **IT Levy**: Balance as at 02/03/22 - **\$22,279.50**. **Current balance** as at 06/04/22 **\$40,848** (equates to an additional 218 students that have paid since last month - approx. 77% of total students). Our IT Committee have been unable to update 3-year IT plan as yet this year, due to casual relief shortages (as discussed earlier), however, a number of our laptops need to be updated throughout the school. Ms Whelan also requires an IWB for her library lessons. An IT Plan will hopefully be presented/tabled at the next meeting

- **Farewell:** We sadly bid farewell to two of our teaching staff this Friday:
 - Firstly, Belinda Mikhail Bryant, or Mrs MB, as she's known around the school, is accompanying her husband to Queensland for a work promotion. As an Assistant Principal, Belinda has been involved in supporting learning and whole-school programs, during her time at Balmain. Thank you so much for being such an integral member of our school and we wish you the very best of luck for the future. Miss Renae Bonney is the successful candidate, who will replace Belinda until the end of 2022. She commences at the start of Term 2.
 - Mr David Carlton has decided to 'spread his wings' and also finishes at the end of this week. Dave is taking up a new opportunity in the corporate world, working with a network of schools and leaders as an Educational Consultant. We value the commitment he has shown during his time at Balmain and we wish him the very best for the future. Ms Lauren Burke, who is currently the Learning and Support teacher at BPS, will be replacing Dave as the classroom teacher.

April Financial Update:

Donations	Cash Flow				
Library books	(7,000)				
School supplies	(7,000)	1 x semester (\$14k pa)			
Reading support	(5,000)	1 x term (\$20k pa)			
Art supplies	(5,000)				
Michael Ward	(200)	'21 bal accrued + '22 bal in advance			
	(24,200)	A			
Other	Cash Flow				
Grant	33,927	toilet monies accrued in 2021			
Hoodies	337	sales net of costs thru Van			
Yr 6 Balance	1,655	net fundraising paid from school accrued in 2021			
Contributions	764	inc \$32 of new membership fees			
Interest	4				
	36,688	B			
Welcome	1,813	C			
Opening bal (06/02)	17,456				
Closing bal (06/04)	3,155				
Move	14,301				
A + B + C	14,301				
Diff	0				