

P&C March AGM Meeting Minutes

Wednesday 8th March 2023

Minutes recorded by Renate Harris (Secretary)

Attendees

Meeting held in person at Royal Oak Hotel and via Zoom

BPS Staff: Maria Lambos, Emma Archibald

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

Members:

Andrew Heather, Vera Heather, Ash Guven, Suchi Szczepanski, Nuala Collins, Kara Martin, Tracy Baving, Rochelle Bolitho, Leah Rosalky, Louisa Rigoni, Yann Le Roux, Trista Rose, Tara Smith, Rick Van Der Zwan, Damon Baker

Apologies: Nancy Riley, Rose Reedy, Sasja Dekker, Thalia Anthony, Amelia Cooper

Previous Minutes of AGM March 2022

Ratified by Gemma Puplett, Paul Galpin, Karen Reiner

Renate Harris

President's Annual Report for 2022

See pages 3-4 (separately attached AGM Overview)

Lauren LaChapelle

Treasurer's Annual Report for 2022

See page 5 for March financials (Treasurer's Report attached separately)

Paul Galpin

Audited Statement of Income & Expenditure (certified)

Paul Galpin

Appointment of Auditor for the 2023

Susan Stein, Rozelle Public School, appointed as auditor in 2023

Paul Galpin

Close of 2023 P&C AGM Business Items

P&C Elections 2023

Maria Lambos, returning officer

Before I commence my role as the Returning Officer, I would like to acknowledge and thank the entire P&C executive for the ongoing support of our students and school throughout 2022. It has been such a delight to have community events back onsite and it's all thanks to the team and community members.

A huge thank you to: Ava's Mum, Lauren LaChapelle (President); George & Joshua's Mum, Gemma Puplett (Vice President); Scarlett's Mum, Nathalia Stone (Vice President); Jack and Lachlan's Mum, Renate Harris (Secretary); Sam and Jasper's Dad, Paul Galpin (Treasurer); as well as Felix's Mum, Karen Reiner (Events Coordinator). To each and every one of you, for all your hard work and dedication, on behalf of the school, I thank you.

A special shout out goes to Gemma tonight, whose children now attend another great public school this year, Annandale North PS, as it is their new local school. Gemma has been involved with the P&C for a few years and we are so grateful for her input, dedication and support during her family's time at Balmain.

Election of Office Bearer Positions:

All nominees for vacant positions must be members of the BPS P&C Association.

- President - Lauren LaChapelle confirmed in role
- Vice President - Karen Reiner confirmed in role
- Vice President (Events) - *no interest on the evening*
- Treasurer - Paul Galpin confirmed in role
- Secretary - Renate Harris confirmed in role

Election of Subcommittee Coordinators

- Administration & Documentation Coordinator - *no interest on the evening*
- Communications & PR Coordinator - *interest expressed - to be confirmed outside of meeting*
- Environmental & Sustainability Coordinator - Trista Rose confirmed in role
- Local Business Community Coordinator - *interest expressed - to be confirmed outside of meeting*
- Uniform Stall Co-ordinator - *no interest on the evening*

Election of Community Liaisons

- Balmain Public School / Eaton Street Centre Liaison - Kara Martin confirmed in role

Congratulations to our 2023 P&C Executive Committee. We look forward to our ongoing partnership in supporting our students and wonderful school!

Any other business

- Environmental Warriors - request made to consider to how all 70 children who expressed interest in being an Environmental Warrior can be involved in the school's sustainability activities **Action:** proposal to be further discussed with Felicity Bowman
- **Action:** Financial Principles to be ratified at the April P&C Meeting
- IT Levy - unable to give update as reports have yet been launched and are currently unavailable on the DoE's system

Meeting Closed 8:15 pm

Meeting Dates for 2023

Please note the following meeting dates for the remainder of the year:

- Wednesday 5 April
- Wednesday 3 May
- Wednesday 31 May
- Wednesday 28 June
- Wednesday 2 August
- Wednesday 6 September
- Wednesday 11 October
- Wednesday 8 November
- Wednesday 6 December

P&C President's Report 2022 - Lauren LaChapelle

Firstly, thank you, thank you, thank you! To a wonderful and generous community, and a great team. 2022 was a huge success because of you, and your passion, enthusiasm, and energy.

A special thank you to Principal Maria, Felicity Bowman and Nancy Ferguson who have been a tremendous support and who we have really enjoyed engaging and working with on common goals. I was a new parent to the school last year and was excited to get involved in the P&C and the community.

My late father was a teacher for over 50 years and dedicated the last 10 years of his life to teaching in indigenous communities in remote areas around Australia. Outside of my day job in the corporate world and night job as a Mum, I wanted to give back as well and make him proud. That was my 'why' for signing up and to be a part of the team.

I had the honour of attending a lot of school award ceremonies, presentations, assemblies, and special events, and I am so proud to have been involved with the school staff, the volunteers, students and the Balmain/Rozelle business community who have supported us.

One of the key highlights for me is our commitment to the environment and sustainability, and especially the efforts of the Environmental Warriors and school, to make the long-awaited garden project a reality. A detailed report 'Helping Balmain Public School become a more sustainable school' was prepared for the P&C in March 2020 by a number of dedicated parents. This report outlined findings and recommendations which helped us going forward with this important project. As a result of the report, a focused subcommittee is being created this year to deliver on environmental initiatives as well as enhance existing projects.

It was a great year of collaborating with forerunners in the Inner West school community - namely Tempe and Kegworth public schools - to discuss common goals and ideas in addressing environmental and sustainability initiatives. The Environmental Warriors hosted Inner West Mayor Darcy Byrne and Jamie Parker MP to a morning tea where they shared their Dream Garden ideas and what environment and sustainability meant to them. Mayor Byrne and Jamie were invited and attended some of our events during the year to show their support and assisted with guidance in our quest for recycling bins for the school and in grant application processes.

The P&C, parents, carers, teachers and community raised an incredible \$116,734.85 in fundraising and approved grant applications for the school. The grants prepared and submitted by the P&C will deliver funds to the total of \$39,722 with one decision still pending from the Schools Upgrade Fund to improve student outcomes through outdoor learning, which if successful, will be a further \$25,000.

We put a large amount of time and effort into events during the year in order to bring the fun back post lockdown! It was fantastic to see increased community and local business engagement which raised awareness and presence. Establishing and maintaining community and business relationships helped the P&C in much needed support and sponsorship to make our events profitable and successful. The newly proposed Local Business & Community Sub Committee should work to build on these past and new relationships so we can continue to work together for mutual benefit. Our local business community could also be tapped into to enhance student learning and development as a resource or to act as mentors to support students on a project/

We surveyed Parents, Carers and Teachers to get a view of their key priorities and received over 100 responses. It was excellent to see such honesty and transparency in areas such as 1 – 3 Year initiatives and will be a helpful roadmap to assist in planning; communication preferences and how parents wish to be kept informed about P&C events and activities; How we can make our P&C Meetings more efficient, effective and interactive as well as Volunteering, Skill specific assistance, Technology, Environment & Sustainability, Extra Curricular activities and feedback on how we are performing as a P&C.

The P&C provided \$60,242 for Books & Classroom Supplies, Specialist reading support, Art Supplies, Sports Clothing and Vegetable Crates during the year, and it was great to see these put into action and the enthusiasm from the students when received.

We also identified some gaps and areas for improvement such as: the need to review the number and velocity of events in the year, sub committees (communications, administration, environment sustainability and local business and community leadership), to maintain focus on key strategies.

There are some key initiatives that were discussed such as the Eaton Street transition to the P&C becoming the provider, increasing collaboration with the P&C Federation and other local school P&Cs and how we might work better together with our Class Reps on common goals.

Our fundraising achievements and our events could not have been such a success without the help from the parents and carers who volunteered theirs (and even their businesses), time in assisting and running the uniform stall, cooking barbecues, coordinating events, putting up decorations and helping with the aftermath. A special thanks to Tara and Gabby who kicked off the year organising the Trivia Night and to the parents who helped serving; for Josie's efforts in curating the local art for our Art Show auction; for Louisa and Lindsay, who ran around on Art Show night keeping everyone fed and hydrated; and to Kristi and Lyndall who run the Uniform Store and to those parents who dedicate those Friday mornings assisting them.

I would encourage everyone to get involved, the P&C needs your support, and we welcome any help no matter how big or small. A highlight for me was how the class reps; parents and community organisations got together to create our Family Fun Fair. I think you would agree that it was such an enjoyable day for the whole of the Balmain and Rozelle community and look forward to it to becoming a regular highlight for the community.

I think I can speak on behalf of the rest of the Executive Committee (most of us who were new), that it was a year to be proud of. It provided us with a huge sense of achievement, belonging, connections and the ability to give back to the school community.

Lastly, I want to say a huge thank you to the Executive team: Paul, Gemma, Nathalia, Renate, and Karen. I appreciate the endless hours you contributed to make the year what it was, and am grateful for your time, energy, and commitment. We might have fallen across the finish line by the time we reached the end of the year, but we accomplished a lot, had fun and made a difference. You are an amazing team of people, and I am grateful we got to work together.

I wish all the best to the 2023 Executive and subcommittee members.

Financial Report - March 2023

Opening Bal - Main Account - 07/12/22	\$65,248.45			
Movements:	Cash Flow			
Interest	\$484.94			
Yr 6 Money	\$6,154.21	<i>Return of costs prefunded by P&C + 2023 se</i>		
A/C Transfers	\$19,411.95			
Final Art Show Money	\$7,519.22			
Yearbooks	\$5,536.80	<i>Goes against costs prefunded by P&C</i>		
Bunnings BBQ	\$1,467.62			
Environmental Grant (50% and for use in 2023)	\$4,950.00			
	\$45,524.74			
Closing Bal - Main Account - 06/03/23	\$110,773.19			
Opening Bal - Operational Account - 07/12/22	\$500.00			
Movements:	Cash Flow			
Pizza prize for Art Show	\$(141.99)			
A/C Transfers	\$588.05			
Bunnings BBQ	\$(719.02)			
Yearbook cash sales	\$270.00			
	\$(2.96)			
Closing Bal - Operational Account - 06/03/23	\$497.04			
Term Deposits	\$55,000.00			
BFR Account	\$9,822.00			
Uniform Account	\$18,482.81			
Total Cash Position	\$195,069.12	<i>Versus \$157k December position</i>		