

P + C Meeting Minutes

Wednesday 10th November 2021

Minutes recorded by Victoria Lush

Meeting started 7.02pm

Attendees – meeting was held via Zoom

BPS: Belinda MB, Nancy Ferguson

P&C: Gemma Puplett, Paul Galpin, Shehana Darda-Teixeira, Victoria Lush, Cliff Philipiah

Via Zoom: Alma Dayawon, Amir Yassa, Anne Irvine, Conor McCormack, Gabrielle Levette, Hamutal Mazrier, Natasha Foster, Peta Joyce, Sophie Knox, Thalia Anthony, Van Allen, Natalia d'Morias

Welcome and introduction – Shehana Darda-Teixeira

- Thank you to teachers again for support through home schooling!

Apologies – Victoria Lush

- From BPS - Maria Lambos, Annabel Son and Sean Baumann

Previous Minutes – Victoria Lush

- (Oct 2021) Read and ratified by Cliff & Shehana

Correspondence – Victoria Lush

- Air Filters/Ventilation in classrooms at BPS
 - Update and support will be discussed in the P&C issues below
 - Huge support via email from parents
 - Ratified info coming from Cliff – will send to be attached to the minutes for reference
 - Discussion around P&C funding against parent donations – to be discussed in financials
- Filling roles in the P&C – volunteers have out their names forward for all roles

Principal's Report – Nany Ferguson

- Air filters – The DoE delivered our allocation of air purifiers on 23/10/21, in accordance with the findings/outcome of the Audit Report. Thank you to the P&C for the additional air purifiers delivered to the school on 28/10/21 Each learning space has mechanical ventilation
- Updated roadmap as of 08/11/21:
 - All staff and visitors to the school including contractors and volunteers
 - Must check-in using the Service NSW QR code
 - Provide Proof of Vac status
 - It is a requirement that all adults onsite must be fully vaccinated
 - Although P&C meetings may take place onsite, the Connexion Hub is restricted to 9 fully vacc'ed at one time – this makes it difficult for P&C meetings to be held there for now
 - Kindy Orientation/Transition to School can go ahead
 - Only 1 fully vaccinated parent can attend if held outdoors
 - Mon 22nd Nov – Zoom - information sharing session
 - Transition to School - 1 session only per group, with outdoor (parent/carer component) & indoor (child only)

• Yr 6

1. Fundraising

- Wednesday ice block stall began in Week 5. Raised \$322.90 + \$260.50 today = **\$583.40**
- We will continue this stall until Week 10. All Year 6s will have the opportunity to assist in this fundraising

- Year 6 ministers will also continue organising Friday mufti day with Ms Whelan
- In Weeks 7, 8 and 9, some Year 6 students will also be running a 'guess the number of X' competitions (e.g. jellybeans, lollies, etc.) to boost fundraising

2 - Year 6 Wellbeing Day

- With the change of restrictions from Monday 8 November, we can run excursions if it is outdoors, or indoors if we have the whole venue to ourselves.
- Excursions can be run if they align with our curriculum, so we are calling it this event a 'Year 6 Wellbeing Day'.
- We have made a booking with Drummoyne Pool and are currently waiting on a confirmation for a bus booking. We anticipate that this 'Wellbeing Day' will take place on Friday 3 December (Week 9).
- It has been confirmed today that the fundraising efforts will be able to cover the full cost of the excursion for families.
- Permission notes + details will be shared with parents/carers shortly

3. Graduation

- At this time, we are planning to hold the Year 6 graduation ceremony on Monday 13 December (Week 11). This will take place on-site at school, underneath the new COLA
- Currently, **fully vaccinated** parents/carers are only allowed on-site to assist with the delivery of curriculum. For a graduation ceremony event, we would be required to physically distance adults from different households. At this stage, based on COVID-safe requirements, we most likely will be unable to facilitate inviting an adult/student onsite
- If this is the case, we will run a similar event to last year; the graduation ceremony was for students only, with the event live streamed to parents and carers
- We were allowed a small number of parent helpers to facilitate the event (e.g. setting up the live stream feed, a photographer, parent organised/delivered packed lunch for students)
- Year 6 graduation parent committee are currently working on organising an evening event for students, separate to the school.

4. Farewell to Year 6 Arch/Guard of Honour

- Unfortunately, due to current regulations, we will be unable to allow parents/carers onsite for this event. It will most likely be similarly organised as per last year, however, should restrictions ease further, we will make adjustments accordingly
- IT levy – no balance available as DoE website down – as of 6th Oct \$16101K
 - Q – Sophie Knox - if we didn't get the P&C to organise the filters would we have had enough? No way – only got 10 – needed close to 40. Belinda – all teachers and kids feel safe – lots of ventilation/sanitizer etc – everyone feels safe
 - Shehana – other schools having COVID scares – govt should have covered this
 - Cliff – we are trying to sell extra 10 at cost to other schools in the area -
 - Birchgrove/Nicholson St have declined
 - Interest from other schools being followed up

Finance Report – Paul Galpin

- Cash position - \$111K - \$20 down on last meeting
 - Semester Two – Class Resourcing supplies paid \$3.5K (\$500 per classroom x 14)
 - \$16,700 – air filters (no GST as purchased through school/GST free – reimbursed by the P&C)
 - Renewal \$758 - \$50 annual registration base level insurance \$154 payable for last year overdue (volunteers during events – rolled through to August
 - Drop off – additional level of cover that was not relevant – only if OOSHH didn't have cover – but as they do we do not need to pay
 - Natasha – FYI – if you are doing events outside the school grounds then generally you need to give notification and risk assessment that goes with it
 - Cliff – this should be covered by the Bowling Club for the Yr 6 event

Open discussion on whether the P&C should cover the costs of the air filters or ask for parent contributions – Paul/Van/Tash/Gemma/Sophie/Victoria/Shehana/Hamutal – all had various points of discussions

- Air Filters – solicit donations:
 - Van – thanks to all parents who did the back ground work – we are in such a privileged position – families that have raised this are moving on – has not been – inappropriate to be asking for money – using up good will of parents. P&C is not a term deposit – needs to be spent in the lifetime of the parents/kids at school – proud we have raised & spent the money. Why aren't we spending the money? Out of the loop as to what the P&C has underwritten.
 - Paul – as a P&C agree we are in a comfortable position and that we are not running an investment fun – when he took over as Treasurer there was \$217K cash – now have \$111K – a lot of that was earmarked for 2020 spend – in last two years we have spent more than coming in – agreed still comfortable – prudence/rainy day – but we are moving backwards
 - What's the expectation of funds going out?
 - P&C underwritten \$30K plus of toilet costs – not sure of grant status
 - Air filters
 - Decodable readers
 - Funds camp short fall
 - Feels to Paul as treasurer:
 - Need to be relatively prudent
 - Will be left with funds left over
 - Spending plans for the coming year
 - Tried to do budgeting – very big discussion about BYOD and the fact that IT is underfunded
 - Would like to have a plan and leave
 - Air filters – parents felt very strongly about this specific issue and the P&C is seeking a voluntary contribution

Van – will be on-going costs – maybe money could be put aside for on-going but feels strongly we should not be asking for money when we have so much

Shehana – parents with kids on later years have been contributing – P&C has always been prudent – has raised money in the past but last two years no fund raising – Can't rely on future possibilities of fund raising and do not want to leave the P&C in a precarious position – This is not a mandatory contribution – this is a voluntary contribution – this is the responsible thing to do.

Tash – long term parent – supports Van – parent cohort who support to raise the money and then spend the money. Parents see we have the healthy position – so why do we need to raise/help?

Gemma – when she joined the P&C we were raising money for specific projects – waiting for grant (Sophie) – invested in fans – setup – not traction in

Shehana – it is due to the pandemic that we have lost so many fund raising opportunities over the past couple of years and we do not know what will be ahead. We had a a great group of volunteers ready to coordinate events but everything had to be postponed/cancelled.

Hamutal – previous experience – P&C at last school committed to air conditioners – if you have a plan – need cash for rainy days. Supports having a plan for fund raising projects and looking for grants etc.

Amir – has the view that we should raise as much money as possible – of course difficult to make money over the past years – make as much as we can – spend what we have raised so we don't play around with the balance – parents benefit but there is always money left over and justify spend. Info to parents driven by comms and events – don't look at balance \$\$ -

Anne – feels this discussion is bigger than the air filters – parents wanting to fund raise and spend the money in the years they fund raise –

Shehana – how much should we have in the kitty – how much should we spend – strategy?? Wanted to do this for the next 3 and 5 years – what are the big things – how do we raise? Then COVID hit – hopefully next year we can agree on this strategy for next year.

P&C Issues/General business – Shehana Darda-Teixeira

- Toilet Upgrade – Paul – as of this meeting we are still waiting on grant advise.

NOTE – as of Friday Nov 12th – Gabrielle Levette advised the P&C that she had received a call from Jamie Parker's office to say that the full amount for the grant application had been approved – full amount was approved based on the strength of the application.

- Solar My Schools - progress report - Maria L
 - None supplied as Maria sent apologies
- Two new grant openings Hamutal Mazrier
 - 1) COVID development grants (open until Jan 2022)
 - 2) NSW environmental education (Hamutal has sent update – this grant has closed – we didn't have any projects ready to consider with this grant).
- New Starters – Facebook Page Gemma/Paul
 - Gemma – Facebook page - waiting on info from Maria – has received this and will get this done this week
 - Play one Friday morning
 - Update next meeting
- New parents/kindy kids 2022 orientation update - Belinda – update – lots of sessions locked in with new starters in Wk 8 – Transition Week
 - Uniform stall
 - Coming to school
 - 1 parent per child
 - Lauren & Belinda – will run a “yarning circle” – like a teddy bears picnic
 - School book
 - Fruit snacks
 - Parents go – take kids inside – learn about new little people – then back to families
- Kindy starter Week in 2022 – transition on Week 1 and then all start together in Wk2

2021 P&C Events Calendar

- BFR update - Shehana
 - Search for new BFR Committee members
 - Still looking for head of committee – rest of committee still keen

- Someone has volunteered and Shehana will follow up (post the P&C meeting it was confirmed that we have found someone to fill this position).
 - Update on 2022 options/Colour Run option for 2022 – will be handed to BFR committee for consideration
- Yr 6 Farewell - Committee Update – Cliff
 - \$1585.15 raised at school – covers school day out
 - Yr 6 gift and charity covered
 - Almost breaking even on face masks and tea towels – just about to break even – too many adult sizes, tea towels sold – flexi schools and also in the office for masks and tea towels
 - Event at Gladstone Park Bowling Club
 - Waived fee for marquee
 - Looking at food options – must be boxed to reduce COVID risk
 - Raising money for this event – not covered yet – Sophie – how much do we need to raise? \$5000 over the next month
- NOTE – the P&C Exec has put forward a motion to under-write any short fall in fund raising for the Yr 6 Farewell - this has been communicated to the school body in the P&C update circulated Nov 15th
 - Mufti Days – fund raisers
 - Election Day BBQ – have Yr 6 events
 - Everyone who volunteers have to be double vacc'ed/gloves/masks and gloves for those supervising
 - Will need volunteers – Sophie will co-host cake stall with Laura
 - Can't do discos
 - Trying hard to reduce the costs
- Shehana – suggests to send out SAVE the DATES – Cliff will do this
- 2021 School Yearbook
- Rozelle Markets Cake Stall - last 2 weekends of Nov - Cliff
 - As we weren't cleared for the Election BBQ – organised these dates for free from Rozelle
 - Yr 6 cake stall – clashes with Yr 6 camping
 - Was decided to not go ahead with these as no longer required
- Trivia Night 2021 – **NEW DATE PENDING – March 2022??* Gabrielle Levette
 - White Bay Passenger Terminal update??
 - Should we look at refund of \$12.5K deposit?
 - we have confirmed the date of Friday 11 March for the trivia;
 - the previous committee is happy to run this event in 2022;
 - While Gab thought no deposit had been paid, so there is no need for a refund
 - CLIFF – this was paid on the 8th July
 - I have asked Ports NSW for an updated contract. Once that is received, we will need to take steps to pay the deposit.
 - Most happy to stay on committee
- NSW Local Election BBQ – Dec 4th - Cliff
 - This can go ahead now along with Yr 6 fund raising stalls
- Giving Ceremony – Dec 15th - Cliff/Victoria
 - Date has been confirmed with the school
 - Vic/Cliff will work to confirm Salvation Army attendance for this date
 - Cliff – working with other schools in the area to make this a peninsula event
 - Cliff – will work on posters etc to spread the word

Actions Arising

- Questions from Shehana to DoE & feedback
 - Answered in past week
- Swim Caps and PSSA needs

- **No volunteer yet**

OOSH Report - Conor had to leave but left feedback:

- Main message nothing to report
- Still looking for volunteers moving forward

Uniform Stall Report – no report

Any Other Business

- Natasha – signatory on BFR account – needs to be handed over to Paul
- Enormous number of electrical cords
 - Needs a new home?
 - Will take to front office/cabinet in the canteen!
 - Cliff to help sort out

- **Dec 8th Meeting – to take place in a local pub – Shehana to announce/book the venue**

Meeting ended at 8.26pm

Save The Date – future P&C Meetings

Dec 8th

All P+C meetings take place at 7pm in the school ConneXion Hub, unless otherwise notified.

NOTE – all Term 4 2021 meetings will take place via Zoom