

Meeting Minutes - P&C Committee 16 August 2022

School Principal – Brian Dill

<u>P&C Executive</u> - President - Duncan Watson, Vice-President - Dee Elalingam, Vice-President - Emilie Rohmer, Treasurer – Kendal McKay & Secretary - Tim Counter

<u>Attendees</u> – (10) Brian Dill (BD), Duncan Watson (DW), Kendal Mackay (KM), , Dee Elalingam (EL), Ashley Ibarburu (AI), Tanya Adams (TA), Mark Morgant (MM), Preston Peachey (PP), Tim Counter (TC)

Apologies - (2) Emilie Rohmer (ER) & Sahar Razi (SR), Walid El-Khoury (WEK)

Item		Person	Action items
1. Meeting open – 7.30pm	We would like to acknowledge the traditional custodians of the land on which we meet this evening, the Wangal people of the Eora Nation. We pay our respect to their elders past, present and emerging. We extend that respect to any Aboriginal people here this evening	Duncan Watson	N/A
	We are all here to serve our community. Everyone is welcome. Your voice matters and counts	Tim Counter	
	Minutes and actions arising at the last meeting were reviewed.	Tim Counter	



2. President's report	See Uniform shop for update	Duncan Watson	N/A
3. Principal's Report	 Brian thanked all for supporting the School Open day - noted to be an enjoyable day for students to show the school to grandfriends etc. DPS won the Inner West zone athletic carnival winning outright shield for both boys and girls. The School is relatively new to the zone - great result As a follow up to the previous meeting action item regarding parent satisfaction survey, Brian explained that parents wanted to understand more about the management of incidences of poor student behaviour, what action the school is taking and the processes teachers use in addressing them. Brian explained the behaviour consequences process and flow chart used by school teachers to aid teachers in addressing minor and major behavioral incidences. If behaviour is noted to be prevalent amongst a group of students, information on this is noted on the positive behavior for learning system (PBL). Minor incidents include students going into out of bounds areas, running through passive areas of the school interior or disrespectful behaviour towards teachers, mild disruption in class, not following direction and property misuse etc. Major examples include abusive language, physical aggression (fighting etc), persistent defiance, harassment and property damage etc and require detailed record keeping, incident reporting and investigation and may require a behavioural modification plan for the child. Addressing behavior in children is approached from a place of learning teaching and development, not just reprimanding children. Showing and explaining to children how it's done, positive encouragement and acknowledging improvement in behaviour is an important aspect of the work. Addressing incidences of poor behaviour especially if considered major may take the school some time to work through, to ensure there is a full understanding of the incident. 	Brian Dill	N/A



4. Treasurer's report (including circulated written report)	 July Treasurer's report circulated with agenda - hard copies provided at meeting Canteen and uniform sales up compared to last year, as last year sales were impacted by impacts from the pandemic Very little movement in the income statement Balance sheet continues to be in a positive position in terms of assets held 	Kendal McKay	N/A
5. Committee reports - • <u>Canteen</u> – (5 mins) • <u>Uniform Shop</u> – (5mins)	 Canteen Canteen has been closed recess Monday and Tuesdays - no negative feedback. Sign is up on canteen door School 24 causes lots of grief; there were no additional volunteers on grandparents day. Rethink required for future events if no additional volunteers Work required to begin the process of choosing an alternative software provider/platform Ban on single use plastic effective 1 November Canteen credit card is expiring Canteen blender is on its last legs - Eugine wants to replace it. Capital expenditure. Agreement to go ahead and replace up to the value of \$500. Three options should be presented to P&C for consideration before purchase. Uniform Shop Duncan has been in contact with six outsourced vendors, to cull down to three Duncan to send a summary of the proposals from the remaining vendors after Fathers Day but before the next meeting for review and consideration Duncan has names of people who previously expressed interest in the uniform shop review but asked if anyone else wanted to participate. Brain Dill, Nadda El-Khoury and Kendal Mackay will also participate 	Dee Elalingam Eugine and Kendal Mackay Dee Elalingam Duncan Watson	Dee, Duncan & Mark - to discuss offline to discuss an evaluation log/spreadsheet to choose one provider from three identified providers The credit card is expiring - Eugine to follow up with Kendal for reissuing. Eugine may be required to attend the bank with Kendal 2 new debit cards on order for canteen and P&C. Dee to ask Eugine to source three options to replace blender up to value of \$500 for consideration



6.	Carnival	
6. Fundraising	 Carnival As at 16 August 214 early bird tickets sold. Hoping to sell more tickets right up to event - tickets to 'late birds' will cost more Last meeting of the carnival committee to be held this week Hoping to make similar profit to that of 2019 fete despite higher costs of rides etc. Sponsorship has been excellent this year Considered to be less work this year due to planning and 'templating' of the carnival event Rides booked, six ponies Dunk tank, chocolate wheel Hopefully no rain! Six volunteer stands this year - books/toys, BBQ, gelato face painting etc. More streamlined event this year as not the numbers of volunteers as in previous 	Walid El- Khoury
	years. Previous years volunteer stands included fashion/clothing, plants etc. Other remaining stands are from local businesses including from sponsors Kendal updated the meeting around arrangements with the bank facilities - EFTPOS machines for example and the need for stall holders to be trained on the morning of the event Rotary to man a stall with soup Harris Farm donated 1,200 sausages, bread and onions 200-300 donated drinks	
	 Suggestion to consider the use of electronic thermometers for future events when serving hot food 	
	Fathers Day	Preston
	 Fathers day stall end of August Wednesday 31st. Stock being ordered, stall from 9:30am to 1pm volunteers required - 6 people required at minimum across the day Comms for the event to be included in the next newsletter Ordering of gifts through School24 	Peachy



Trivia Night		
 Trivia Night/social event - proposal to move to mid November from mid September. Warmer weather in the hall. There are a number of events scheduled over the next two or so months Walid offered to send Preston Sam's contact details as there may be left over stock from the silent auctions at the Carnival that could be used at the Trivia night event Entertainment for the event funded through ticket sales. Music mates could be approached to support the event. Music/DJ/MC to be considered Questions around liquor licencing considerations Sam has run previous trivia nights To give appropriate lead time to school community, there is a need to determine at the September P&C meeting what the trivia night model will look like 	Preston Peachy, Kendal Mackay	Preston and Kendal to present at next meeting proposed model for the trivia night to be held in November
considering break in term/school holidays emerging. Kendal offered to discuss the event with Preston and Sam before the next meeting	Ashley Ibarburu	Ashley to reach out to Five Dock PS to explore how they managed
 Colour Run/Activitython Acknowledgment of the concerns re powder raised at previous meetings. Proposed if the event proceeds that those concerns can be managed through protocols, such as disclosure and information sharing to participants parents, 	Ibarburu	the event and health concerns and send to Brian and P&C - ASAP
 mask wearing etc Ashley knows Five Dock PS ran a Colour Run event Organisers set the whole event up/fundraising platforms - 40% cut of monies raised 		Ashley to send P&C what options are available for hire - oval or park/location and costs for colour run - ASAP
 Location yet to be determined, Brett park, Drummoyne oval etc. fees for parks use - scheduled for Friday 25th November Alternative funds raised through sponsorship - however must funds raised through kids seeking sponsorship 		



	 Concerns raised around the amount of events being held at the back end of this 		
	year - both school run events and P&C events. Parents may not differentiate		
	between school run events and P&C events.		
	25 September - Activitython also scheduled		
	Proposal to either the colour run or the Activithon, not both and schedule for		
	end of 25 November - agreed		
	Halloween Disco		
	Halloween disco Friday 28th October - teachers required for supervision		
	What can P&C do for halloween night? Security, ticket sales etc, communications		
	and parent helpers on the night		
	Comms to be included in newsletter seeking parent volunteers to assist with the		
	disco		
	Two disco sessions - infants come in first and then older kids come in		
	• tickets sales?		
	Packet chips/drink sales		
	Brian has booked the DJ in		
7. Other business	DPS P&C website - remains offline in maintenance mode and will remain so as		
	risks for further data hacking etc. is considered high. Content will be archived to		
	P&C Google share drive. Signup.com is being used for volunteer rostering,	Tim Counter	School communication policy to be added as agenda item to
	eventbrite.com.au being used for selling tickets to events. Save, easy and		
	affordable options for reaching the school community. Suggestion to table the		2023 AGM
	P&C communications policy/direction for 2023 at the next AGM		
	Acknowledgment of Country and Statement of Inclusivity - TC proposal to rotate	Tim Counter	TC to rotate on agenda
	amongst the executive present at each meeting. Proposal was accepted. Kendal		
	volunteered to give the Acknowledgment of country and Statement of Inclusivity		
	at next meeting		
	Development of Reconciliation Action Plan - Preston and Sahar have begun	Preston	PP & SR to seek mutually
	reviewing the resources available to develop a RAP	Peachey and Sahar Razi	agreeable time meet with school Principal BD
	Brian thanked Preston for the update, expressed his support of the development		
	of a RAP and looked forward to meeting to discuss the matter further		



	Sahar provided written update summary as follows:		
	Narragunnawali https://www.narragunnawali.org.au/ helps schools develop their RA		
	using an online platform Example from Abbotsford school -		
	https://www.narragunnawali.org.au/raps/17524/abbotsford-public-school_and for		
	Kegworth school - https://www.narragunnawali.org.au/raps/17498/kegworth-public-		
	<u>school</u>		
	Preston and Sahar to seek mutually agreeable meeting time with Brian Dill. A school RAP		
	using the platform can not proceed without support/sponsorship of the Principal and the		
	school.		
	 Development of Reconciliation Action Plan - to be added as standing agenda 	Tim Counter	Development of Reconciliation
	item for future meetings		Action Plan - TC to add as
			standing agenda item
9.	Next meeting Tuesday 20 September 2022, 7:30pm School Library	Tim Counter	N/A
Meeting close - 9:30pm			