DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

## Meeting Minutes - P\&C Committee 16 August 2022

School Principal - Brian Dill
P\&C Executive - President - Duncan Watson, Vice-President - Dee Elalingam, Vice-President - Emilie Rohmer, Treasurer - Kendal McKay \& Secretary - Tim Counter

Attendees - (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 |
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| 1. <br> Meeting open 7.30pm | Acknowledgment of Country <br> - 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 <br> Statement of Inclusivity <br> - We are all here to serve our community. Everyone is welcome. Your voice matters and counts <br> Review actions from previous meeting minutes <br> - Minutes and actions arising at the last meeting were reviewed. | Duncan Watson <br> Tim Counter <br> Tim Counter | N/A |

Drummoyne public SChool
PARENTS AND CITIZENS ASSOCIATION

| 2. President's report | - See Uniform shop for update | Duncan Watson | N/A |
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| 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. <br> - 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 <br> - 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. <br> - 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). <br> - 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. <br> - 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. <br> - 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 |

DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

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

DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION
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## 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 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

- Fathers day stall end of August Wednesday 31st. Stock being ordered, stall from 9:30am to 1 pm 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

DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

|  | Trivia Night <br> - 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 <br> - 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 <br> - Entertainment for the event funded through ticket sales. Music mates could be approached to support the event. Music/DJ/MC to be considered <br> - Questions around liquor licencing considerations <br> - Sam has run previous trivia nights <br> - 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 considering break in term/school holidays emerging. Kendal offered to discuss the event with Preston and Sam before the next meeting <br> Colour Run/Activitython <br> - 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, mask wearing etc.. <br> - Ashley knows Five Dock PS ran a Colour Run event <br> - Organisers set the whole event up/fundraising platforms - 40\% cut of monies raised <br> - Location yet to be determined,Brett park, Drummoyne oval etc. fees for parks use - scheduled for Friday 25th November <br> - Alternative funds raised through sponsorship - however must funds raised through kids seeking sponsorship | Preston <br> Peachy, <br> Kendal <br> Mackay <br> Ashley Ibarburu | Preston and Kendal to present at next meeting proposed model for the trivia night to be held in November <br> Ashley to reach out to Five Dock PS to explore how they managed the event and health concerns and send to Brian and $\mathrm{P} \& \mathrm{C}$ ASAP <br> Ashley to send P\&C what options are available for hire oval or park/location and costs for colour run - ASAP |
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DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

|  | - 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. <br> - 25 September - Activitython also scheduled <br> - Proposal to either the colour run or the Activithon, not both and schedule for end of 25 November - agreed <br> Halloween Disco <br> - Halloween disco Friday 28th October - teachers required for supervision <br> - What can P\&C do for halloween night? Security, ticket sales etc, communications and parent helpers on the night <br> - Comms to be included in newsletter seeking parent volunteers to assist with the disco <br> - Two disco sessions - infants come in first and then older kids come in <br> - tickets sales? <br> - Packet chips/drink sales <br> - Brian has booked the DJ in |  |  |
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| 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, eventbrite.com.au being used for selling tickets to events. Save, easy and affordable options for reaching the school community. Suggestion to table the P\&C communications policy/direction for 2023 at the next AGM <br> - Acknowledgment of Country and Statement of Inclusivity - TC proposal to rotate 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 <br> - Development of Reconciliation Action Plan - Preston and Sahar have begun reviewing the resources available to develop a RAP <br> - 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 | Tim Counter <br> Tim Counter <br> Preston <br> Peachey and Sahar Razi | School communication policy to be added as agenda item to 2023 AGM <br> TC to rotate on agenda <br> PP \& SR to seek mutually agreeable time meet with school Principal BD |

Drummorne public school
Parents and citizens association

|  | - Sahar provided written update summary as follows: <br> Narragunnawali https://www.narragunnawali.org.au/ helps schools develop their RA using an online platform.. Example from Abbotsford school - <br> https://www.narragunnawali.org.au/raps/17524/abbotsford-public-school and for Kegworth school - https://www.narragunnawali.org.au/raps/17498/kegworth-publicschool <br> 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. <br> - Development of Reconciliation Action Plan - to be added as standing agenda item for future meetings | Tim Counter | Development of Reconciliation Action Plan - TC to add as standing agenda item |
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| 9. <br> Meeting close - 9:30pm | - Next meeting Tuesday 20 September 2022, 7:30pm School Library | Tim Counter | N/A |

