



DRUMMOYNE PUBLIC SCHOOL  
PARENTS AND CITIZENS ASSOCIATION

**Meeting Minutes - P&C Committee 21 February 2023**

**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** - Brian Dill (BD), Kendal Mackay (KM), Sahar Razi (SR), Dee Elalingam (DE), Mark Morgant (MM), Angela Farell (AF), Pete Bockos (PB), Rob Tolliday (RT), Artur Geokhlanian (AG), Wade Weirman (WW)

**Apologies** - Duncan Watson (DW), Tim Counter (TC), Preston Peachey (PP), Emilie Rohmer (ER)

Item		Person	Action items
1. Meeting open – 8:00pm	<p><b>Acknowledgment of Country</b></p> <ul style="list-style-type: none"><li>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</li></ul> <p><b>Statement of Inclusivity</b></p> <ul style="list-style-type: none"><li>We are all here to serve our community. Everyone is welcome. Your voice matters and counts</li></ul> <p><b>Review actions from previous meeting minutes</b></p> <ul style="list-style-type: none"><li>Minutes and any outstanding actions arising at the last meeting were not reviewed</li></ul>	Sahar Razi  Sahar Razi	N/A



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2. President's report	<ul style="list-style-type: none"> <li>● Not available due to DW absence.</li> </ul>	n/a	
3. Principal's Report	<ul style="list-style-type: none"> <li>● Brian gave an overview of events and activities undertaken by both students and teachers over the last few weeks. These included swimming carnival and information evenings which were well attended. New curriculum is being implemented with teachers getting familiar with the new content and new preparation levels required. Brian gave an example of a mathematics lesson which had 20 slides to be reviewed. The new curriculum is for K-2 with Years 3-6 being implemented next year. In a short few weeks, a lot of activity has been taking place in the school with a high level of engagement from the students.</li> <li>● Electronic digital school sign – Evelyn overseeing the process. There has been a large amount of paperwork required for this and is underway.</li> <li>● Canteen signage being prepared with the help of parent Belinda Hubball. A copy of the image was circulated at the meeting.</li> <li>● Repainting of school building areas on the ground floor i.e. Canteen, classrooms and offices is expected to be completed by Easter.</li> <li>● Brian requested endorsement from P&amp;C on the amount to be collected for the voluntary donation. He provided background that this is a one off donation by parents and are discretionary funds. The school receives operational funds from the DoE for specific programs. The cost to parents has stayed the same at \$120 over the last few years, despite inflation. The donation is not compulsory and if families require assistance, they can contact the school. The P&amp;C endorsed keeping the donation at \$120. Brian will organise for a note to be sent to parents.</li> <li>● Sahar requested Brian to consider what funding the school needs from the P&amp;C for the 2023 year and present that to the P&amp;C at the next meeting.</li> </ul>	Brian Dill	BD to consider what funding may be required from P&C for 2023 year.
4. Treasurer's report (including circulated written report)	<ul style="list-style-type: none"> <li>● Uniform shop stocktake review was completed recently. Special thanks to Angela, Emilie, Nada, Phillipa and Pia.</li> </ul>	Kendal Mackay	N/A



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	<ul style="list-style-type: none"><li>● Income statement to Dec-22 discussed. Dec was a short month but full year profit from uniform shop (\$20k) and canteen (\$11k) was strong. BD commented on canteen profit in particular being very strong.</li><li>● Colour run was a significant boost to the income stream and majority of the “event income” category came from this event and the Fete.</li><li>● \$50k donation to school was mostly towards the smartboards. Donation towards school electronic boards has been committed.</li><li>● Uniform shop inventory is down compared to 2021.</li><li>● Donations to school for 2023 can be up to \$250k</li><li>● Net asset position is strong at \$512k.</li><li>● Final report to Jan 2023 will be presented at AGM in March 2023.</li></ul>		
5. Committee reports	<p><b>Canteen</b></p> <ul style="list-style-type: none"><li>● Dee asked Brian if he could look into canteen air con being linked to Kindy classrooms to see if they could be separated. Currently canteen air con shuts down if Kindy shuts off their air con. Also requested Brian to check in with Eugenie on the canteen cupboards and shelving as some of it is dilapidated. Brian will speak to Eugenie on both issues.</li><li>● Eugenie has asked to purchase a hand blender. She will send through an invoice once purchased.</li><li>● Eugenie also may need to ask Katherine to stay back on a Friday to help in case there are not enough volunteers.</li></ul> <p><b>Uniform Shop</b> <b>(update by email Emilie)</b></p> <ul style="list-style-type: none"><li>● Suggestion to have another second hand uniform sale before end of term to reduce the stock of second hand items.</li><li>● More regular face to face sales of uniforms is required. Brian requested to avoid Fridays as there is a lot of foot traffic for other activities on that day in the area.</li></ul>	Dee Elalingam  Emilie Rohmer	



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	<ul style="list-style-type: none"> <li>Elena to handover knowledge to Nada or someone else if she does not have the capacity to help with uniform shop.</li> </ul>		
6. Development of school reconciliation action plan (RAP)	<ul style="list-style-type: none"> <li>The next major event regarding development of a RAP is at the Term 2 staff development day where Preston may be requested to speak. There will also be professional learning (PL) included on the day.</li> <li>Students have adopted some learnings in classrooms and assemblies with the inclusion of Dharug language.</li> </ul>	Sahar Razi and Brian Dill	N/A
7. Other matters	<ul style="list-style-type: none"> <li>AGM – Sahar provided committee an overview of the P&amp;C positions and AGM process in March and invited interest from all parents. Sahar mentioned some execs may not be able to attend March meeting date and questioned whether the date needed to be changed. Brian suggested keeping meeting dates to the same monthly schedule.</li> <li>Class parent coordinator – Sharon is no longer able to continue as class parent coordinator. Angela F agreed to assist with this. Sahar to show Angela the set up process for the group.</li> <li>Dee asked if there is possibility for some P&amp;C meetings to be held on Zoom to allow more parents to attend. The consensus was that without conferencing facilities, it is difficult for parents on the phone to be able to hear the conversation in the room clearly and it would be ineffective.</li> <li>Artur mentioned he is a video maker and offered to assist the school with creating any content required. The school will keep this in mind and the P&amp;C thanked Artur for his offer.</li> <li>Kendal suggested sending an email for volunteers for the election BBQ. He will coordinate.</li> </ul>		<p>Sahar to show Angela the class parent process.</p> <p>Kendal to draft email to request volunteers for election BBQ</p>
8. Next meeting date	<ul style="list-style-type: none"> <li>Next P&amp;C AGM Meeting - Tuesday 21st March 2023</li> </ul>		
<b>Meeting close - 9:00pm</b>			