



DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

Meeting Minutes - P&C Committee 16 May 2023

School Principal – Brian Dill

P&C Executive - President - Angela Farrell, Vice-President - Dee Elalingam, Vice-President - Emilie Rohmer, Treasurer – Kendal McKay Secretary - Tim Counter

Attendees - Brian Dill (BD), Kendal Mackay (KM), Dee Elalingam (DE), Angela Farrell (AF), Pete Bockos (PB), Rob Tolliday (RT), Wade Weirman (WW), Emilie Rohmer (ER), Sahar Razi (SR), Belle Paton, (BP), Tania Adams (TA), Walid El-Khoury

Apologies - Preston Peachey, Emma Auzins

Item		Person	Action items
1. Meeting open – 7:35pm	<p>Acknowledgment of Country</p> <ul style="list-style-type: none">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 <p>Statement of Inclusivity</p> <ul style="list-style-type: none">We are all here to serve our community. Everyone is welcome. Your voice matters and counts <p>Review actions from previous meeting minutes</p> <ul style="list-style-type: none">Minutes and any outstanding actions arising at the last meeting were reviewed Angela endorsed the meeting minutes, Tanya seconded	Angela Farrell Angela Farrell Angela Farrell	N/A
2. President's report	<ul style="list-style-type: none">Since the March meeting, the P&C have run an Election BBQ, applied for Council grants, held Second Hand and new Uniform Sales, and held the Mother's Day stall, and the events team have been planning all the fun events for the year.	Angela Farrell	N/A



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	<ul style="list-style-type: none"> ● It feels like we have lots of volunteer enthusiasm this year, and while we've counted a total of 9 pink volunteer forms returned - there has been a great response from Audiri alerts and Class Parent Whatsapp appeals for volunteers for each of the events so far ● Angela recently sent out a summary of the P&C's goals for this year via the newsletter. The P&C have set a goal of raising \$100,000 - to contribute towards; North playground shade, new curriculum resources, laptops, robotics and STEM share kits, flagpoles, modern learning furniture, and a wall mural ● St Mark's asked to borrow DPS P&C BBQs for their Easter fete, which we were happy to do, and those BBQs were returned clean and working ● Shout out to Preston for being on the front foot with council applications - specifically for event funding and event road closure. All thanked Preston for completing these grant applications under challenging circumstances ● Event calendar - We want to give parents advanced warning of all P&C fundraising dates and events. Tania and Belle have been tasked to work towards a final calendar so we can sign this off and communicate future dates to the school 		
3. Principal's Report	<ul style="list-style-type: none"> ● Brian provided an overview of the DPS 2022 Annual report. The annual report goes onto the DPS website for all of the community of DPS ● The report gives a detailed account of the progress the school has made to providing high quality educational opportunities for students as set out in the Strategic Improvement Plan as well as providing an account of the schools operations and achievements throughout the year. The report outlines findings from self-assessment that reflect the impact of key school strategies for improved learning and the benefit to students from the expenditure of resources, including equity funding. ● School vision, replicated in school improvement plan ● Page 4, School excellence framework, 3 levels, learning, teaching and leading ● Discussion on Strategic Direction 3: Wellbeing. Wellbeing data has seen a decrease from 2021 from Excelling to Sustaining and Growing, based on student 	Brian Dill	N/A



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	<p>survey (Tell Them From Me) and other data sources as outlined in the report - largely attributed to the impact of the pandemic including public health orders</p> <ul style="list-style-type: none">● Brian walked the meeting through resources (funds) allocated to each strategic direction pages 12-16● Financial summary on page 21 shows an opening balance for 2022 year of \$46,433 demonstrating the majority of the schools funding/revenue was spent● Update on school electronic sign/noticeboard - Brian is working through a number processes to progress this● Brian provided an overview of the recent Staff development/professional learning day - address given by Deputy Secretary NSW Department Education - importance of focused efforts on improving outcomes for Aboriginal and Torres Strait Islander students and increased knowledge and understanding of Aboriginal histories and culture. Topics included Personalised Learning Pathways and supporting Aboriginal children and families through Culturally Responsive Practice● Two teachers are attending the Aboriginal Education Consultative Group (AECG) meeting at Ryde Tuesday 23 May● Staff survey results show varied responses around incorporating Aboriginal Education as it does depend on what unit of learning is being delivered, as well as varied responses to teacher confidence.● The School began the development of Reconciliation Action Plan (RAP) in 2022 with an RAP committee/working group in place. Activities such as professional learning/staff survey/resource finding and consultation with local Aboriginal led organisations such as AECG are supporting the work of a development of a RAP. Updates to the progression of drafting the RAP will be provided at following meetings● The school has National Sorry day in class activities planned for Friday 26 May, leading into National Reconciliation week - educating children about stolen generations		
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	<ul style="list-style-type: none"> ● Sports house names - consultation with the RAP committee undertaken along with staff, students (SRC) and executives have resulted in new Indigenous Sports House names attributed to the Sun (yellow), Tree (green), Earth (red) and water (blue) - language likely to of the Darug/Dharug people. The school consulted with Preston Peachey who suggested the sport house names was a way of leading into the care for Country and making steps to understanding local connections to Country 		
<p>4. Carnival - top line update</p>	<ul style="list-style-type: none"> ● Walid is leaving the event coordination this year, with Tania and Belle shadowing along the way ● Business as usual for the carnival - first carnival subcommittee meeting was two week ago ● Event 'template' is expected to the the same or similar to last year ● More food stalls are desired for this years event ● The band is not expected to be the same as last year ● Matt Otaran, a school parent who has led coordinated the event in previous years is no longer a parent of the school - however has agreed to help this year with the condition that a new lead coordinator steps forward and shadows him. Matt does not do all the tasks himself, but he has an understanding of the event logistics ● Previous year there has been 34 people 'leading' logistics, Matt has brought this down to 4 leads ● Rob Tolliday offered to lead this year, shadowing Matt. Thank you to Rob Matt - Otaran ● Question of if the school choir will perform as well as band - on subcommittee list ● Elenana has offered to liaise with school choir, school bank and external band ● Question of how many mufti days we should have leading up the carnival - acknowledged good revenue source leading up to the event however needs balance from a cost perspective for parents. Under consideration by P&C 	<p>Walid El-Khoury</p>	<p>WEK to introduce RT to Matt Otaran</p> <p>WEK to present ride operator confirmation and terms, event budget, numbers of EFTPOS machines and floats and indicative stall plan prior to or at the next meeting</p> <p>P&C to set cost for tickets events</p>



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	<ul style="list-style-type: none"> • Communication in past years has been either overwhelming or sparse. There is a communication volunteer on the sub-committee - suggestion to have this volunteer liaise with the class parent lead to set the tone/volume of communications leading to this event • There is an event treasurer (Jasmine) as per previous year who has already caught up with Kendal • Preston has sought grants for road closures etc from council • Opening time as usual - 10am until 3pm on the Sunday 27 August • No rides provider confirmed as yet - to be followed up by sub-committee • The P&C will require ride operator confirmation and terms, event budget, numbers of EFTPOS machines and floats and indicative stall plan for the event to consider at the next meeting • Fundraising team is canvassing options with sponsors with exposure to multiple events • Price of tickets to be decided on at following meetings - possibility of combining costs • Cost of tickets pressure point for larger families (3 plus) 		
<p>5. Treasurer's report (including circulated written report)</p>	<ul style="list-style-type: none"> • The April treasurers reported circulated prior to the meeting and presented in hard copy • A minor surplus posted April (as well as March) • Year to date \$20K surplus • Election BBQ posted net profit of \$2.5K • Early indications from Mothers Day event expect approximate net profit \$2.6K • Canteen and uniform sales are as per budget expectations • The P&C remains in a strong cash position • The EFTPOS machines in the Uniform shop may need upgrading soon. Banks don't provide them. Verifone or other similar provider issues them • At the next meeting Brian provide an itemised list of items for purchase with donation (funds) from P&C. Examples raised of resources needed to support the community languages classes, needing more technology (laptops etc). 	<p>Kendal Mackay</p>	<p>KM to make contact with EFTPOS machine provider to investigate replacing of current machines</p> <p>BD to provide itemised list of items for funds for donation from the P&C</p>



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	<p>Events - 2023 Calendar Update</p> <ul style="list-style-type: none">● In considering events for the year, there is a desire to keep events simple to run, achievable with numbers of volunteers and lead time etc.● Subcommittee presented a proposal to run a Trivia Night on 24 June last weekend of June. Sahar reminded group that Nicole's husband is comedian for MC duties● If alcohol to be served RSA required● Understanding that it is not practical to run an event for both parents and children at the same event especially if alcohol is being served● Pink volunteer sheets to be checked for event volunteers. On google drive.● Disco - in October - Friday 20th proposed. Not Halloween themed this year. Enough Halloween events in Drummoynes as it is. Dress as you like● Brian said if staff supervision is required event would need to be a Friday● Colour run versus activitython - Group endorsed activitython for this year to keep event simple as the school plays a large part in organising the event● Carols night flagged last week of November. Piggy back off the directions in music concert - 24 November - not named carols to be named sing along events for example● Request to purchase stock for the fathers day stall was endorsed by the P&C● It was noted there are two people on the volunteer list for fathers day. There is a lead required as Tania and Belle are unable to lead that event.. Kendal referenced the volunteers list for Mothers Day - Megan DeSusa, Melissa Patala, Pete Bockos and Jen - they could be asked in addition to the 2 Fathers Day volunteers.● Fathers day 3rd september - 1st September for the sale date was agreed as running events on a Friday much easier than midweek.● Coupons worked really well for mothers day - suggestion to use again for Fathers Day event	Tania Adams & Belle Paton	TA & BP to order Fathers Day stock TA & BP to begin planning for the trivia night, seeking volunteers, RSA consideration etc. TA&BP - Volunteers to lead Fathers Day event to be contacted
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	<ul style="list-style-type: none"> • Directions in music concert to be held 24 November - proposal to link with sing along event 		
7. School Mural	<ul style="list-style-type: none"> • ID as something we want to do for the school. Angela has offered to work with Brian, staff and students on a creative brief • Disclosure - a design brief may be lodged by local artist - Angela's partner • Sahar proposed indigenous artists in design - suggested local indigenous artist collective could be consulted. Sahar agreed to participate in this project • Location for artwork to be decided • Angela to update at next meeting 		<p>SR to consult with AF on inviting a design brief from a local indigenous artist</p> <p>AF to update project at next meeting</p>
8. Class Parent Update	<ul style="list-style-type: none"> • New parent Alyse Ryan class parent for class 3/4A has taken up the role of class parent coordinator. Plan required next year for transition early onto whatsapp support groups 		N/A
9. School24	<ul style="list-style-type: none"> • For parents to order a sandwich or other items from the canteen the system is fine, however for admin back end experience it's not user friendly and is not well supported • Looking at alternatives has been on P&C agenda for some time • The P&C on the current platform holds all the funds - not the provider. Example given when a child leaves the school and a parent requests balance of funds back, that is with the P&C whereas with other providers parents may need to liaise with providers direct in such matters • Dee asked if there is appetite for P&C to consider a new platform, use across the canteen, uniform shop and events, reporting capabilities, inventory capability if any, front end and back end user experience and consultation/community with the school community. Commercial considerations/terms of use required for consideration such as new fees a new provider would charge. Volunteers 	Dee Elalingham	Dee, Wade & Emilie to contact & confirm wider sub-committee membership and present preliminary plan at next meeting



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	<p>committed to this will be needed for a sub-committee with expertise in some key areas required. Expect the process to take some months or a year with expectations for reporting back to P&C on progress</p> <ul style="list-style-type: none"> Dee said happy to work with others on this - Wade also volunteered and suggested he could check with Mark Morgant if he was interested/able to participate. Research on platform options, consultation with the school community. The P&C holds the funds. school24 leaves reporting to the school. Sahar explained that some preliminary work she did in previous years with Angus showed the complexity of migrating to a new system increased significantly if inventory is to be integrated, as desirable as this is. Sahar was happy to discuss with the subcommittee what was learnt from previous experience. Kendal suggested Angus has expertise that if available would be relevant with this exercise. Sahar agreed with this Desirable to have a new platform for 2024 if possible Emilie offered to be a member of subcommittee bringing expertise from the Uniform Shop P&C requested subcommittee to catch up, confirm sub-committee membership and present preliminary plans at next meeting 		
10. Other Business	<ul style="list-style-type: none"> Whatsapp group for active P&C Members MS Teams meeting proposed for next meeting Brian reported that 50-60 parents attended the reading workshop in the previous week which is a really strong turn out. 	All	<p>TC to create whatsapp group for all P&C members - by invitation via email</p> <p>TC to send invitation to next meeting via MS Teams</p>
Meeting close - 9:30pm	<ul style="list-style-type: none"> Next meeting - 20th June 2023 7pm start Tim to send MS Teams Meeting Invite 		BD to let TC know subject of teacher presentation prior to next meeting