



DRUMMOYNE PUBLIC SCHOOL  
PARENTS AND CITIZENS ASSOCIATION

## Meeting Minutes - P&C Committee 18 June 2024

**School Principal** – John Nguyen

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

**Attendees** - John Nguyen, Kendal Mackay, Dee Elalingam, Belinda Hubball, Brittany Lee-Own, Tim Counter, Sahar Razi, Mark Morgant, Rob Tolliday, Emilie Rohmer, Bahar

**Apologies** - Huy Nguon, Tania Adams, Walid El-Khoury, Angela Farrell

Item		Person	Action items
1. Meeting open – 7:30pm School Library	<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 actions arising at the last meeting were reviewed. Updates to outstanding actions included in minutes</li><li>Tim moved a motion that the last set of minutes be endorsed as a true and accurate record of the meeting. The motion was seconded by Emilie and carried.</li></ul>	<p>Emilie Rohmer</p> <p>Emilie Rohmer</p> <p>Emilie Rohmer</p>	N/A



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2. President's report	<p>Written update received from Angela in her absence</p> <ul style="list-style-type: none"><li>● This month I reached out on our local community social media groups for prize donations and sponsors for both the fete and the trivia night, we are making traction and have collected some prizes already for both.</li><li>● Thanks to Tania for organising the recent t-shirt mufti day announcements</li><li>● Thanks to Rob and the team on their fete efforts so far. I look forward to seeing what else you need support with after this meeting.</li><li>● Thanks to Corinne and Sam on their sponsorship chase. If anyone has more business ideas for them please let them know asap</li><li>● Thanks to Tania, Emilie and Belle for their efforts on the trivia night planning so far. I spoke with Eveyln Kwan last week and we had no sign ups for teachers to attend the event, I am hoping for a last minute run on these tickets so they can come along and have some fun.</li><li>● Father's Day Stall - Tania will place an order for gifts, and I will run the event planning and packing with volunteers. As soon as trivia is done I'll get on to that.</li><li>● Reached out to a few volunteers to place people in helpful roles across the school. Below is the P&amp;C rolling volunteer contact list that I update once people approach me or staff to help. This excel will be useful for fete team if there are any gaps.</li></ul>	Tim Counter on behalf of Angela Farrell	
3. Principal's Report	Principals written report tabled - to be circulated with the meeting minutes.	John Nguyen	N/A
5. Treasurer's report	Treasurer's written report tabled - to be circulated with the meeting minutes	Kendal Mackay	N/A



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<p>6. Committee reports</p> <p><b>Canteen</b></p>          <p><b>Uniform Shop</b></p>	<ul style="list-style-type: none"><li>● Some maintenance expenses are coming up - fridge and sandwich press.</li><li>● Estimate of costs between \$400-\$700 for regular service. Tim moved to accept the estimate of costs and to proceed with service. Motion seconded by Rob.</li><li>● End of term sausage sizzle going up on Flexischools</li><li>● Getting a lot of emergency lunch orders - payment details going home on the payment slip with the child</li><li>● Sales in term 2 have increased over term 1</li></ul> <ul style="list-style-type: none"><li>● Second hand sale planned for with plenty of stock for sale</li><li>● There have been some new parent volunteers for the Uniform shop this year which is great to see. Thank you to those parents</li></ul>	<p>Dee Elalingam</p>          <p>Emilie Rohmer</p>	<p>N/A</p>
<p>7. Events Committee/Leads reports</p>	<p>Fete</p> <ul style="list-style-type: none"><li>● Sunday 25 August - here is hoping for clear skies and sunny conditions</li><li>● Belinda - doing things a little differently this year - video interviews</li><li>● Russell Le - overarching fete brochure that parents can reference</li><li>● Signage around the school planned for directing people to stalls</li><li>● Checking sustainable options for advertising materials so they can be used for future years</li><li>● Update from the fete committee - Rob to circulate week of the 8th July. Two further fete committee planning meetings expected to be held prior to the event</li></ul> <p>Trivia Night</p> <ul style="list-style-type: none"><li>● Trivia night - largely repeat of last years planning - 6 tickets left</li><li>● Now have 8 teachers with tickets purchased - great to see our teachers coming along for some fun</li><li>● 5K of ticket sales so far which is close to forecast</li><li>● Wine has been donated and lots of raffle prizes</li></ul>	<p>All</p>	<p>N/A</p>



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	<ul style="list-style-type: none"><li>• Cheat sheets have been popular</li><li>• Less food purchased for this year - parents are encouraged to bring a plate of food along for the table</li><li>• 2 RSA people are booked for the night</li><li>• 2 eftpos machines on hand</li></ul> School Disco <ul style="list-style-type: none"><li>• Susan Murray is leading on the Disco this year. Thank you Susan!</li><li>• General discussion guiding Susan on the event planning for last year - what worked well, what could be changed or improved</li><li>• Date - 25th October locked in</li></ul>		
8. August P&C Meeting	<ul style="list-style-type: none"><li>• It was resolved to meet next on 20 August as the next third Tuesday in July falls within the Winter school holidays.</li></ul>	Tim Counter	N/A
9. Other Business	<ul style="list-style-type: none"><li>• No other business raised</li></ul>	All	N/A
<b>Meeting close - 9:05pm</b>			