



DRUMMOYNE PUBLIC SCHOOL  
PARENTS AND CITIZENS ASSOCIATION

**Meeting Minutes - P&C Committee 16 June 2025**

**School Principal** – John Nguyen

**P&C Executive** - President - Angela Farrell, Vice-President Emilie Rohmer, Vice-President - Christine Gunn, Treasurer – Kendal Mackay and James Song, Secretary - Ashlea Dogulin

**Attendees** - Rob Tolliday, Angela Farrell, John Nguyen, Jess Mcleod, Belinda Hubball, James Song, Stephanie, Dee Elingham, Huy Nguon, Kendall Mackay, Susan

**Apologies** - Emilie Rohmer, Tim Counter, Sahar Razi, Christine Gunn, Mark Morgant

Item		Person	Action items
1. Meeting open – 7:30pm School Library	<p>Acknowledgment of Country</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>Statement of Inclusivity</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>Review actions from previous meeting minutes</p> <ul style="list-style-type: none"><li>-Emilie to bring the proposal for the new cost schedule for uniform shop DONE</li><li>-Kendall and Sahar to review contract for proposed single supplier (uniform shop - Spartans) and provide feedback UPCOMING</li><li>-Fete committee to discuss where donation funds will/could be used as a guide to present to potential donors DONE</li></ul>	Angela Farrell	N/A



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	<ul style="list-style-type: none"> <li>-Events committee/Sylvia to speak with local churches (St Bedes, Drummoynes Presbyterian) about the possibility of their involvement in a pre-Covid like Carols event at the school potentially to tie in with the Summer Soiree UPCOMING</li> </ul> <p>Angela has endorsed the minutes from previous meeting and Jess has seconded.</p>		
2. President's report	<ul style="list-style-type: none"> <li>not a lot to share this month, still chipping away at actions discussed at last meeting</li> <li>insurance renewal due in July, will be emailed to Kendall when its due</li> <li>Jess has set up a great Whatsapp group for all the events coming up</li> <li>uniform sale last day of term, Ang and Emilie to lead, with parent helpers</li> <li>looking forward to approving some donations further on in the meeting</li> <li></li> </ul>	Angela Farrell	
3. Principal's Report	<ul style="list-style-type: none"> <li>Principal's report tabled within July 2025 folder</li> <li>getting reports out is a big focus</li> <li>its a long process, assessments, teachers time to assess data, then write the report, in editing phase now</li> <li>consistency has been a big focus, based on observations and actual data to inform the reports and planning for the future</li> <li>scheduled PT interviews - two dates have been sent out, one this term and one the next</li> <li>flagged last month the 'recommended format' school chose not to adopt for this year, we will get date from parents to potentially adopt changes - more parent friendly language</li> <li>less comments on individual areas, more general comments, previous feedback has been for more comments throughout</li> <li>lots of extracurricular - Reconciliation Week, incursion that was planned was not able to go ahead, something booked in for next term for NAIDOC week,</li> <li>Taikoz engaging, potential for adult session</li> <li>cross country/zone and regional</li> </ul>	John Nguyen	



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	<ul style="list-style-type: none"> <li>athletics carnival - 'pretty amazing to run a whole day with the kids...always doing something'</li> <li>great parent volunteers</li> <li>multicultural public speaking</li> <li>Whats in Your Trolley excursion, extension on last years incursion</li> <li>Friday Zoom session for parents on lunchboxes and how a lunchbox can impact a child's learning/concentration</li> <li>year 6 cake stall was great, fundraising for end of year event \$1200 raised (for the end of year dinner at Canada Bay Club)</li> <li>Ang asked if Canada Bay Club would chip in, Huy said potential for grant to waive venue hire - Huy to talk with Amanda</li> <li>Thank you to Fete committee, Emilie and the Uniform Committee for the school jumper</li> <li>jumper has been ordered to accompany the current jacket</li> <li>some parents have asked for stronger pushback on ski jackets, with jumpers ready for end of the term to wait until the to reinforce school uniform requirements</li> </ul>		
5. Treasurer's report	<ul style="list-style-type: none"> <li>Report tabled within June 2025 folder in Secretary files</li> <li>income from mothers day stall and bbq came in (from May)</li> <li>canteen turned a profit for the month, \$3500 loss year to date, \$1300 profit this last month</li> <li>P&amp;C have committed \$34k towards grant</li> <li>need to formalise contributions discussed</li> <li>John: when demountables are gone, bigger 3-6 playground, potential for asking P&amp;C for 50/50 split on playground if grants don't come in</li> <li>111k estimated donation this year, 36k for grant applications to date, potential for 35k more for the playground, 35k left to contribute to stay in budget</li> <li>music stand banners 964</li> <li>polo shirts 3k</li> </ul>	Kendal Mackay	



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	<ul style="list-style-type: none"> <li>• basketball singlets 1,200</li> <li>• cross country 1,200</li> <li>• =\$6407.05</li> <li>• Ang moved and Ashlea seconded the request</li> </ul>		
6. Committee reports Canteen Uniform Shop	<p>VP Uniform Shop Report</p> <ul style="list-style-type: none"> <li>• I had emailed the Spartan wholesale agreement to Kendal mid May I think but had forgotten to cc Sahar so I resent it to them both today. This is not super urgent and I feel given we are at the half way mark this year maybe best we get things rolling for next year and same with the pricing given Kendal says we are ok in terms of wholesale vs. retail prices for the Uniform Shop - no overhead cost etc.</li> <li>• John has the sample of the new winter jumper, stock should arrive by the end of the week so we will do a bit of a blast in the newsletter etc.</li> </ul> <p>VP Canteen Report</p> <ul style="list-style-type: none"> <li>• Eugenie mentioned toasters that need to go, John said she can use the skip, bread crates can go also</li> <li>• nothing else to report this month</li> </ul>	<p>Emilie Rohmer</p> <p>Christine Gunn</p>	
7. Events Committee/Leads reports	<p><u>Fete Update 2025</u></p> <ul style="list-style-type: none"> <li>•</li> <li>• help still needed for coordinator leads - lead for silent auction and dunk tank, follow up on a few parents for these roles</li> <li>• communication for sponsors will be good in terms of funding</li> <li>• Kendall says doesn't matter when money comes in, so long as donations are confirmed and guaranteed</li> <li>• 26 volunteers so far</li> <li>• fete shared drive has been created</li> <li>• sponsors \$28,500 confirmed, possible 4k and a couple more sponsors to hear back from - strong start</li> </ul>	<p>Rob Tolliday</p> <p>Jess McLeod</p> <p>Susan Belle</p>	



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	<ul style="list-style-type: none"> <li>• 4k in kind sponsorship</li> <li>• 8k in silent auction donations</li> <li>• Preston working on event permit to council all info has been obtained so we can submit</li> <li>• looking good at budget - draft budget 30k, p&amp;c budget says 45k (roughly 40k last year)</li> <li>• ride passes at same cost as last year</li> <li>• vendors locked in - rides (key vendors)</li> <li>• promoting to the school soon the donation of prizes</li> <li>• save the date has gone out on socials, booklet is underway</li> <li>• need to doorknock on Kadmus, not replying to emails</li> <li>• need a volunteer on Kadmus stall</li> <li>• risk management plan to be done and given to John</li> <li>• Bahar finalising food vendors</li> <li>• Christine inviting other schools/bands</li> <li>• Gowrie to sponsor again, bringing a clown/entertainment</li> <li>• 2nd July next committee meeting</li> <li>• couple of small roles - silent auctions, dunk tank still to fill</li> <li>• Rob thinks we are in good shape thus far</li> <li>• not doing videos this year, re-use last years and slice in some of this years info</li> <li>• Rob to call John who did Dunk Tank last year - maybe a PT/gym (who may sponsor) to run the stall</li> <li>• permission slips to be given to kids/adults a week prior to save the run around of last year</li> <li>• spoke about giving staff free passes for their kids, 2x per staff member - agreed upon by p&amp;c</li> <li>• promotional point of view - local schools newsletter, will reach further this year</li> <li>• will need sign hangers</li> <li>• Warwick Williams to do the bbq again</li> </ul>		



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	<p><u>Fathers Day stall</u></p> <ul style="list-style-type: none"> <li>September 4th agreed upon - a Thursday so the PSSA kids don;t miss out</li> <li>Jess' first time, looked up gift ideas</li> <li>floatated ideas of potential 'family day' to allow for inclusion of all kinds of families</li> <li>looking at indigenous artists, australian owned businesses</li> <li>stainless steel mug, soap, sunglasses pouch (over budget), custom tea towels, photo frames, bamboo bbq platter, sunflower seeds in a packet from Etsy</li> <li>do we split the budget and buy a range of items from different places?</li> <li>potentially have some items from last year which could help with costs this year - committee to check in and do a stocktake to see what is left over</li> <li>John said we could order a few school branded items to add to the sales as well ie pens/keychains</li> <li>look at names on items ie grandpa/gramps etc</li> <li>happy to look at mix of prices, that look the same in terms of value</li> <li>look at minimal selection rather than heaps</li> <li>some with dad on it, and some without the terms for inclusion</li> <li>spreadsheet to be sent around by Jess when she has details</li> <li>Jess joined the Fathers Day Chat (parent helper)</li> <li>potential for an activity rather than a stall next year, to be had with further conversations</li> <li>camp out John mentioned he has done at a previous school</li> <li>Jess spoke of Indigenous leader come and do stargazing for a parent day/night to teach about local constellations</li> <li>gourmet butchers potential, John mentioned a previous school that teamed up with a local butchers for chorizo sausages as gifts</li> <li>coffee vouchers suggested as a gift idea from the local cafes, but would need to be discounted so that we still make a profit</li> </ul> <p><u>Trivia and Disco Update</u></p>		



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	<ul style="list-style-type: none"> <li>Susan in attendance at the meeting - should we book Jack for the disco? He did it last year and was good. Suggested the 'theme' could be Wear Your Best Outfit</li> <li>ask for a poll for parents to see if they want to pay a little more for pizza</li> <li>could this create a bigger problem re children with allergies, sitting whilst eating, maybe give an ice block/popcorn on way out - last year was chips and a popper</li> <li>consensus is to keep the same as last year, but keep the pizzas away from the children (pizzas are for the volunteer helper parents)</li> </ul>		
8. Grants Update	<p>GRANTED:</p> <ul style="list-style-type: none"> <li>City of Canada Bay Council (\$3k cash + \$2,757 in-kind)</li> <li>Canada Bay Club (\$5k)</li> <li>Club Five Dock RSL (\$3k)</li> </ul> <p>TBC:</p> <ul style="list-style-type: none"> <li>Drummoyne Sailing Club (awaiting results)</li> <li>Community Building Partnership Grant (expecting results in August 2025) – Senior Playground Upgrade</li> </ul> <p>PREPARING</p> <ul style="list-style-type: none"> <li>Clubgrants Category 3 – Infrastructure (anticipating opening in July and/or November 2025) new COLA (need updated quotes, would need \$500k for this project)</li> <li>Stronger Communities Programme – Round 10 (need to touch base with Sally Sitou's office re: plans) – potential candidate – Yarning Circle (potential for \$20k grant)</li> </ul> <p>SCHOOL (applicable) GRANTS:</p> <ul style="list-style-type: none"> <li>City of Canada Bay Council (Environment grant) = \$3k - granted</li> <li>Yamaha Music (awaiting results)</li> </ul>	Huy Nguon	



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	<ul style="list-style-type: none"> <li>Sports Australia /per Term (awaiting results)</li> <li>Real Insurance (awaiting results)</li> </ul> <p>-The Root Cause - grant money- to see how we can reduce litter around the school, no package food tuesdays</p> <p>-Return n Earn purple bin s around the school</p> <p>-7/11 coffee cup return</p>		
9. Other business	<ul style="list-style-type: none"> <li>Angela asked if we could put the building fund back on the agenda</li> <li>kendall spoke to Julie about it, there used to be a building fund account, Kendall can't find any record of this though, maybe it was a general account</li> </ul> <p>Kendall noted that a library fund and building fund are tax deductible for families, further noted other schools ask for a voluntary P&amp;C contribution alongside the schools request for voluntary donations at the beginning of the year.</p> <p>how can we invoice a building fund? Need to look into it further.</p> <p>book keeping?Would we need to pay someone to do this?</p> <p>Rob to give Kendall heads up for cash needed and how many atms we will need (stall dependent)</p> <p>Kendall to be looped into all invoicing for fete related activities so it can be payed</p> <p>Carols and Summer Soiree to be separated, is there an appetite for Carols? Could we put it out in the newsletter to gauge interest?</p> <p>If the Churches were heavily involved, would take a lot of the pressure off of the school and make it a more viable event, especially given December is a busy month.</p>		Ange to follow up with Sylvia re: talking with Churches in regards to potential Carols
10. Next Meeting Date	<ul style="list-style-type: none"> <li>19 August 2025</li> <li>no P&amp;C meeting in July (school holidays)</li> </ul>	Ashlea Dogulin	Ashlea to send invitation to all on the 2025 distribution list except those that have opted out
Meeting close - 8:36pm			