



DRUMMOYNE PUBLIC SCHOOL  
PARENTS AND CITIZENS ASSOCIATION

## Meeting Minutes - P&C Committee 20 May 2025

**School Principal** – John Nguyen

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

**Attendees** - John Nguyen, Kendal Mackay, Christine Gunn, Ashlea Dogulin, Angela Farrell, James Song, Jessica McLeod, Sahar, Sylvia, Bahar, Belinda (GM Gowrie), Reikha (Gowrie)

**Apologies** - Emilie Rohmer, Belinda Hubball, Rob Tolliday

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>Angela suggested we do a quick run round of names/faces - two months since last meeting</p> <p>Sahar gave a shout out to Reikha for her amazing work, especially wanted to in front of her boss (Gowrie in attendance at meeting)</p> <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><b>Dee to update price changes through Flexischools effective start of term 2</b> <b>DONE</b></li></ul>	Angela Farrell	N/A



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	<ul style="list-style-type: none"> <li>• <b>Emilie to bring proposal for new cost schedule to next P&amp;C Meeting - Next meeting</b></li> <li>• <b>Emilie to send contract for proposed single supplier to Kendal and Sahar for review - sent to Kendall this morning</b></li> <li>• <b>Kendal and Sahar to review contract for proposed single supplier and provide feedback at next meeting Next meeting</b></li> <li>• <b>Angela to present calendar events plan for 2025 at next meeting DONE (Jess has created and will present later in the meeting)</b></li> <li>• <b>Distribute P&amp;C banking details and payment instructions via email as soon a practical after this meeting - DONE</b></li> <li>• <b>Secretary Ashlea Dogulin to send invitation for next meeting - DONE</b></li> </ul>		
2. President's report	<ul style="list-style-type: none"> <li>• combined April/May report as no April meeting due to school holidays</li> <li>• too long between meetings, thanks to WhatsApp for keeping us connected - maybe we need a meeting added in if this long again between meetings especially if so many events within this timeframe</li> <li>• Easter Hat Parade (Belle and Tania) did a great job - simple but effective</li> <li>• organised all raffle tickets</li> <li>• \$3000 raised!</li> <li>• organised election BBQ - Jess did a great job of organisation and bringing volunteers together, lots of help from Phil in the lead up, great format</li> <li>• President's report to be tabled in the May 2025 Secretary folder</li> <li>• second hand uniform sale \$800 profit</li> <li>• next one at end of term 2</li> <li>• looking for second hand uniform assistant to help out with the second hand sales</li> <li>• Does anyone know anyone who may want that job?</li> <li>• shout out to Christine in Canteen VP role, Dee coming to the rescue in her spare time</li> <li>• sickness has been a challenge with staffing of the canteen</li> <li>• mothers day stall, when speaking with St Marks, not one mum helping, can we try and do this next year?</li> </ul>	Angela Farrell	



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	<ul style="list-style-type: none"> <li>• nice to have Gowrie here this evening - to speak a bit later</li> </ul>		
3. Principal's Report	<ul style="list-style-type: none"> <li>• a lot of news to catch up on</li> <li>• details are all in the report</li> <li>• John to go through the slides</li> <li>• teaching and learning wise, new furniture came in the holidays - creates more flexibility for classroom teachers</li> <li>• classroom change - last classroom had damp/drainage</li> <li>• drainage problem rectified, room sanitised and refurbished, Stage 2 class moved into that room (3/4 D)</li> <li>• NAPLAN completed middle term 1 - went smoothly</li> <li>• school had two new banks of laptops to help with the Naplan testing</li> <li>• ran very smoothly, will share results with P&amp;C in time</li> <li>• Parent/Teacher evening - grouped together and fell earlier in the year</li> <li>• formed classes on first day</li> <li>• survey data came through and was 'pretty positive' - teachers say overwhelmingly yes for forming classes early, mirrored in parent survey (90% parent support)</li> <li>• PT interviews - 85% positive from teacher to have it earlier, 90% parents positive about having it earlier in the year</li> <li>• 104 parents responded to survey, growing number compared to last years survey</li> <li>• relation trust questions thrown in, re: contact 80% parents confident teachers would contact them about progress, 90% about behaviour</li> <li>• a lot of parents missed seeing their children's classrooms, possibly add this in next round of PT interviews</li> <li>• compare 2024 to 2025, last year not even 50% felt informed, this year 60% (strongly agree gone up and on the fence decreased)</li> </ul> <p>Sylvia asked whether there was 'reason; for the trend", John highlighted that he believes they have put things in place to aid in this next year may be similar, maybe small changes along the way</p>	John Nguyen	



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	<ul style="list-style-type: none"> <li>• REPORTS: DoE has put out its recommended report sample, John believes new format will be a step back from how we format ours at present</li> <li>• survey to be put out at end of the first semester reports for suggestions/feedback on our formatting</li> <li>• John says much less detail in report DoE has suggested, no tick boxes with specific guidelines with content/grades</li> <li>• we will adopt some changes, 'friendlier' language to be used ie "sound"</li> <li>• reports will stay very similar to last year, we will make informed changes towards end of year after survey to parents</li> <li>• Sahar asked what additional info could be requested, John explains we can request a 'rank' for their child in relation to their class/expected outcomes in the syllabus</li> <li>• we are quite a high ranking school, do we need to look at our giving of certain grades?</li> <li>• SEP (school excellence plan) - three strategic directions (found in tabled report), strong focus on reading and numeracy, strong assessment practices and assist teachers to plot next steps in their teaching,</li> <li>• collaboration, working as a team - touches on accountability, consistency between classes</li> <li>• third student wellbeing and engagement, HPGE (enrichment opportunities in STEAM/CAPA/Student Govt/Peer Support)</li> <li>• extra curricular, Easter Hat parade, ANZAC day, John has organised stage 3 student's to put a poppy on the Canberra war memorial next to soldiers name who we learnt about who went to Drummoyne Public School</li> <li>• peer support and Healthy Harold, Interrelate - bring in separate people to manage these conversations</li> <li>• Cross Country event held, good to see the children participating and parents supporting</li> <li>• John remarked on the pre covid numbers of parents at Easter Hat Parade this year</li> </ul>		



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	<ul style="list-style-type: none"> <li>• lots of additional extracurricular being added into the school</li> <li>• Winter Soiree - choir involved, new ensembles, school celebration of CAPA (30th June)</li> <li>• asked P&amp;C to fund a BBQ? sausage sizzle to be run by the school, with sausages/bread/drinks funded by P&amp;C</li> <li>• GOWRIE: up for tender (5 year contract and extra 2 years for Covid) contract out beginning of next year</li> <li>• Dept doesn't approve or have the facility to run joint license with St Marks, issues with that. We will need to run tender on site for 5 days, can invite St Marks but cannot have them going over to the St Marks school</li> <li>• Demountables: 3 to go as flagged by DoE, demountables given based on school numbers and DoE needs them back for emergency situations ie floods at beginning of the year</li> <li>• 2 small to be taken first, keep big one til end of year at least</li> <li>• amount of space we offer Gowrie is how many students they can offer places to</li> <li>• Gowrie has capacity of 195, we have 185 at present - we don't want to drop that number offering</li> <li>• Drummoynes families to have priority if tender was secured for Gowrie at Drummoynes</li> <li>• stage 3 outdoor playground could be bigger if demountable is removed</li> <li>• it was mentioned if we could have a heads up when demountables to be taken as we use this for fete</li> <li>• John to give us as much notice as possible</li> <li>• Funding - offer Gowrie library space to make that work, get more moveable racks for books (four racks) \$10-12,000</li> <li>• PSSA uniforms - Blak Douglas polos and singlets ('they look great'), schools already purchased, maybe P&amp;C to look at funding \$5,500 - improving sense of pride in students wearing (to take home, wash and bring back)</li> <li>• basketball teams term 1 and 2</li> </ul>		



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	<ul style="list-style-type: none"> <li>band stand, about 30 have been purchased, professional look and sense of pride \$1,000 for all of them</li> <li>thanks to the P&amp;C for stalls, bbq's, fete organisation, hopefully we get a few more volunteers</li> <li>Principal's report to be tabled in the May 2025 Secretary folder</li> </ul>		
5. Treasurer's report	<ul style="list-style-type: none"> <li>very quiet period, snapshot, small loss of March/April, includes Easter holiday</li> <li>lets get voting on the Principal's requests for the funding</li> <li>largest profit we have made on a bbq in a while, by a few hundred</li> <li>did a great job on forecast</li> <li>Canteen sales slightly on last year for the YTD.</li> <li>Uniform sales were well up compared to last year for the YTD.</li> <li>Cost of Sales up on LY for period mainly due to uniform order.</li> <li>Total operating expenses down from LY.</li> <li>\$13.9k Surplus YTD.</li> <li>No donations made YTD.</li> <li>Total Assets slightly down on this time last year.</li> <li>Total Equity remains excellent with only \$36.9k donations for this year committed at this stage.</li> <li>No change to the suggested Budget at this time.</li> <li>Forecast deficit circa \$40.5k for the year</li> <li>Treasurer's report has been tabled in the May 2025 Secretary folder</li> </ul>	Kendal Mackay	<ul style="list-style-type: none"> <li><b>Kendal and Sahar to review contract for proposed single supplier (uniform shop) and provide feedback on viability (Spartans)</b></li> </ul>
6. Committee reports Canteen Uniform Shop	VP Uniform Shop Report <ul style="list-style-type: none"> <li>no chance to finalise pricing review as of yet - has been busy</li> <li>sent Spartans wholesale agreement to Kendal</li> <li>John and Emilie looking at jumper, two samples, approx \$30</li> <li>size of logo being discussed, printed vs stitched design</li> <li>big one suggested to perhaps look 'tatty' earlier</li> <li>only jumper being discussed, no other changes to uniform at present</li> </ul>	Emilie Rohmer presented by Angela	<ul style="list-style-type: none"> <li><b>Emilie to bring proposal for new cost schedule to next P&amp;C Meeting</b></li> </ul>



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	<ul style="list-style-type: none"> <li>• maybe leggings or tights in future? do we restock - to discuss with Uniform shop team</li> <li>• Prospective dates of 27 June or 4 July for second hand uniform sale at end of Term 2</li> </ul> <p>VP Canteen Report</p> <ul style="list-style-type: none"> <li>• prices went through without a hitch</li> <li>• no complaints on prices going up</li> <li>• a few health issues/staffing issues</li> <li>• this term has settled down - perhaps teething issues</li> <li>• Taylor back to work on Monday, she is feeling better and she is 'ferociously' organised</li> <li>• talk to Eugenie about increasing more food items to increase sales</li> <li>• speak to parents about what they would like to see</li> </ul>	Christine Gunn	
7. Events Committee/Leads reports	<p><u>Fete Update 2025</u></p> <ul style="list-style-type: none"> <li>• starting fete programming early has been a win</li> <li>• 15 volunteers</li> <li>• \$19k sponsorship so far, still in progress for more</li> <li>• exceed draft budget of \$25k</li> <li>• Huy , Corinne James and Ang (good work)</li> <li>• slightly below draft budget so good weather hopefully good profit</li> <li>• keep ride prices flat year on year</li> <li>• permit to council</li> <li>• risk mgmt, rob in communication with John</li> <li>• beer stall...Bahar taking this on (possibly someone from Leichhardt) no response from him yet, trying to find an alternate provider</li> <li>• draft ent plan. invitation to local schools - Christine involved in this</li> <li>• fete booklet commenced (communication team)</li> <li>• mufti day reduced to 2 this year</li> <li>• Tombolo Fri 22nd August -Steven and Sally</li> </ul>	Rob Tolliday Jess McLeod Belle Tania	<p>discuss what is happening with funding for providing as communication to potential donors</p> <p>Speak with St Bedes about when they will do their carols, Drummoyne Pres and the other one</p>



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	<ul style="list-style-type: none"> <li>• Wed 18th June for next fete meeting</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> </ul> <p><u>Mothers Day stall Update</u></p> <ul style="list-style-type: none"> <li>• went really well, feedback on parents around lucky dip not all positive</li> <li>• 576 token sold, sales around \$4000 and profit of \$2800</li> <li>• thanks to office admin team for helping out</li> <li>• lucky dip not a bad option for that type of situation, but would market it earlier and differently organised</li> <li>• parents need to be aware that if they don't want to volunteer there will be restrictions on what we can do</li> </ul> <p><u>Democracy Sausage Sizzle Update</u></p> <ul style="list-style-type: none"> <li>• lolly bags last minute edition - great initiative, sold out, great to have the kids on it to explain what the money was going to for the school</li> <li>• kids got a few cash donations, upselling sausage sizzles</li> <li>• may next time we recruit more children</li> <li>• sold out of all sausages and extra ones from canteen</li> <li>• made just over \$3000</li> <li>• had some excellent help doing the washing up</li> <li>• Kendal's son helped with washing up - very appreciated</li> <li>• Ang said definitely able to ask for more children assistance at next BBQ, always an adult assisting</li> <li>• some kids use this for extra curricular as part of guides/scouts etc</li> <li>• Kendal said it was thrown together very quickly and effectively, more shout out to older classes in future (maybe even fete) volunteer lists</li> </ul>		





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	<ul style="list-style-type: none"> <li>talk about Fathers Day next meeting</li> </ul> <p><u>Draft Event Calendar</u></p> <ul style="list-style-type: none"> <li>Father's day is a week after the fete, will this interfere with the stall?</li> <li>Fathers Day stall to be held on a Friday, more volunteers available to help run it</li> <li>Friday 5th for Fathers Day stall agreed upon</li> <li>Parents and Grandfriends day part of education week - 4th August (Monday) P&amp;C cake stall, morning tea, maybe book fair</li> </ul> <p><u>Trivia and Disco Update</u></p> <ul style="list-style-type: none"> <li>dates being discussed for trivia night, maybe 21 June, bit maybe too late, maybe 27 June but stage 3 parents welcoming children back, following Monday is Winter Soiree</li> <li>maybe do a warm weather trivia? November? Not a lot on then in the school calendar...doors open, different feel, a lot of time to market it</li> <li>Sahar hesitation, end of Nov gets busy externally, will there be too much on for parents?</li> <li>Halloween disco? Just disco in October</li> <li>Can't do 31st - Renwick st Halloween party</li> <li>Oct 24th for Disco Susan keen to lead this</li> <li>21st Nov, trivia night? works for Belle and Adam - lock it in</li> <li>to do the trivia on site, can pursue Canada Bay club as a option, but at this stage to do it here</li> <li>Belle excited! good end of year social event</li> <li>maybe newish parents to get to know the school, do we need to do another event or do the welcome night a bit later next year?</li> <li>could we design a parent social night? in 2026 ideas to come</li> <li>Summer Soiree closer to term 4 - used to be Christmas Carols before Covid, Sylvia quick chat to John could be a part of Summer Soiree, was run outside with a stage set up, byo picnic etc, lyric booklet, little candy canes, no charge, didn't</li> </ul>		



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	<p>advertise, was mainly school community, a couple of ministers would organise bands (organisation outside the school)</p> <ul style="list-style-type: none"> <li>• Sylvia spoke to three Churches who can make this happen</li> <li>• could we get food trucks in?</li> <li>• not fundraising, but community focussed</li> <li>• year 6 dinner dance on 15 December, last day of school 19th December</li> </ul>		
8. Grants Update	<ul style="list-style-type: none"> <li>• no updates on Grants this month</li> </ul>	Huy Nguon apology	
9. Other business	<p>Gowrie:</p> <ul style="list-style-type: none"> <li>• operate a good service, of a good quality</li> <li>• looking how they can engage more with communities?</li> <li>• want to ask P&amp;C what they want from them? ie Grants, childminding at events, we have a lot of experienced educators who could attend to provide a child minding service</li> <li>• could also provide prizes for trivia nights, provide face painting and hair spraying then donate money back to the school</li> <li>• Sahar provides feedback: essential service, enable casual days when necessary, have seen a huge improvement in service in the last four years, different spaces for children, other families amazed at what we get provided</li> <li>• Gowrie is not for profit, clear delineation, can introduce a learning program for our junior and senior children around safe and unsafe behaviours</li> <li>• how do logistics work when we engage Gowrie for school events? Is it at cost? liaise with Gowrie directly, it would be like a sponsorship, talking with lots of P&amp;C's at present, we can provide what we can offer</li> <li>• Representatives MIL knows the Italian community and has lots of musical connections</li> <li>• could there be the introduction of senior excursions with Gowrie? seniors haven't shown interest in doing age appropriate activities ie going to the park or cafe up the road (small group excursions)</li> </ul>	Gowrie representative	



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	<ul style="list-style-type: none"><li>looking at playwork training to bring into their service</li></ul>		
10. Next Meeting Date	<ul style="list-style-type: none"><li>17 June 2025 7:30pm School Library</li></ul>	Ashlea Dogulin	Ashlea to send invitation to all on the 2025 distribution list except those that have opted out
Meeting close - 9:00pm			