



P&C General Meeting - MINUTES

Term 2 – 6 June 2023, 7pm

Supporting our school, our students, and our school community

7.00pm	Meeting open	Gayle Graham (VP)
7.01pm	Conflict of Interest Declaration Year 6 Motion - Conflict of Interest: <ul style="list-style-type: none"> • Gayle Graham • Alison Gracia 	
7.02pm	Attendance and Apologies Attendance (Members): Alison Gracia, Anna Atad, Ashleigh Searle, Chiara Valente, Corinne Schmitt (T), Gayle Graham (VP), Jo-ann Plowman, Karla Pigram, Sam Pigram, Kirsty Bennett, Marina Daillecourt, Michelle Terry (S) Attendance (Non-Members): Jane Reoch, Nicky Brandes (Gymbaroo), Libby Walstab, Stephanie Donohoe, Amanda Manney, Michelle Phippard. Attendance (Staff): Julie Organ, Amber Fuller, Wendy Mwanga, Jenni Millburn, Mona Apologies: Anna Pillinger, Elissa Baillie (VP), Kate Raynor, Katie Schultz, Lucy Kane, Lucy McLelland, Luisa Fryday, Marjan van der Burg, Rebecca Coulson, Tony Falzarano (P), Tracey Martin	
7.03pm	Welcome to new members	
7.04pm	Minutes of 2022 Term 4 General Meeting Motion 1: <i>That the Minutes of the Meeting be adopted</i> Motion passed.	All
7.06pm	Review of Open Action Items from 2022 Term 4 General Meeting Motion 2: <i>That the Term 4 2022 General Meeting Action Items have been reviewed (see below)</i> Motion passed.	Owners
7.15pm	MWPS Principal's Report See Principal's Report for the full update.	Julie Organ
7.30pm	Treasurer's Report	Corinne Schmitt

	<p>See Treasurer’s Report for the full update.</p> <p>Motion 3: <i>That the P&C donate \$60,000 to the school, to replace desktops in the Cyber City, Library and K-2 technology areas.</i></p> <p>Motion passed - 9 in favour, none against.</p> <p>Motion 4: <i>That the P&C donate \$4,057.90 to the school, to cover the purchase and installation of 2 Honour Boards.</i></p> <p>Motion passed - 10 in favour, none against.</p> <p>Hall Build Discussion around extension to School Hall to accommodate the number of students/families we have. There has been in-principle approval from the DoEd, and while there are funds put aside from the P&C for this, implementation is a long way off. As a first step, members suggested calling out for an architect in the MW community to begin initial discussions around planning/design etc. There will also need to be a lot of funds raised as there will be no funds from the State Government to support the build.</p> <p>Sunshine Estivo has volunteered to look at various Grants that may be available to help with the building project.</p> <p>Jo-Ann Plowman explained there are funds in BASC reserves and if part of the build could include space for BASC, those funds could be accessed.</p>	
7.40pm	<p>P&C Fair Committee Update</p> <ul style="list-style-type: none"> ● Discussions continue with Julie as to what the Fair can look like post Covid. There are a lot of new rules and regulations in place. ● Important that a safe and fun fair is delivered. ● We may look at postponing it so that we can deliver something that everyone is happy with. 	Michelle Terry
7.50pm	<p>Year 6 graduation</p> <p>Current budget amount for P&C contribution is \$1,200. Prior year contribution was \$1,270 which equated to \$10 per child. The Year 6 Graduation convenor requests an increase to \$3,930 which equates to \$43 per child.</p> <p>Motion 5: <i>That the P&C increase the donation to the Year 6 graduation to greater than \$1,200. [Members to discuss what is an appropriate amount]</i></p>	All

	<p>Current budget amount for P&C contribution is \$1,200. Prior year contribution was \$1,270 which equated to \$10 per child. <i>To \$30 per head</i></p> <p>The P&C Members agreed to an increase in the P&C donation to the value of \$30 per child in Year 6. There will be an opportunity to review this once a more thorough budget is submitted in Term 3. (9 voted for, none against)</p>	
8.05pm	<p>Sub-Committee Updates:</p> <ul style="list-style-type: none"> ● Band - report available on website ● BASC ● Environment & Kitchen Garden - report available on website ● Uniform - report available on website. ● Events & Fundraising - first event the new team is organising will take place on Thu 22 June. This will be followed up with events for Dad's closer to Father's Day. ● Year 6 - report available on website. ● Canteen - if a child comes to the canteen saying they have no lunch, they are to be sent to the office. Office staff will find out what the story is and call the parents to ask for permission to give lunch and explain an IOU will be sent home. If the student has lunch but just doesn't like it, parents will not be called and the student will not be given something from the canteen. If the IOU's build up, canteen staff will liaise with the office to contact parents. Canteen report available on website. 	Owners
8.35pm	<p>Other business:</p> <ul style="list-style-type: none"> ● Hash Browns, be made available to order on flexischools everyday rather than just 2 days a week <p>Hash Browns are an 'occasional food item', not an 'everyday food'. As such they can't be offered everyday. Additionally, sourcing potato's has been a challenge, so it will currently only be available 2 days a week. Furthermore, the capacity of the oven onsite limits the ability to provide hash browns on busy lunch order days like Thursday & Friday.</p> <p>BASC Treasurer raised the idea of creating a new sub-committee to brainstorm ideas of how to deal with the waitlists for BASC. As the BASC Committee is already very busy, a second committee could focus primarily on ideas and looking at how we could work with other providers. Action - To be discussed further by the P&C Executive.</p> <p>Nicky from Gymbaroo attended the meeting and explained they have the ability to help with BASC for K-2 kids. Nicky will reach out to BASC Convenor (Elissa Baillie) for further discussions. This may be something a new sub-committee could champion.</p>	
8.40pm	<p>Nominations for "Casual Vacancies"</p> <ul style="list-style-type: none"> ● Sam Pigram - BASC Committee - Nomination accepted ● Jane Reoch - Finance Committee Convenor - Nomination accepted 	Gayle Graham
8.45pm	Correspondence	Michelle Terry

8.47pm	Meeting close - Meeting closed 9.16pm	Gayle Graham
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ACTION ITEMS:

ITEM	UPDATE
<p>(T2 2023) Building Project - School Hall Invite <i>Expressions of Interest</i> from Community for an architect</p>	
<p>(T2 2023) Additional BASC Sub-Committee Discuss idea of an additional BASC Sub-Committee to look at different options that may be available to shift the waitlist.</p>	
<p>(T4 2022) P&C Annual General Meeting - attendees requested there is information sent out this year about the voting process at the AGM which will give people time to become financial members if they wish to participate in voting for office bearers etc.</p>	<p>Information about roles in the P&C were circulated earlier this year. It will be circulated again when recruitment for 2024 members begins.</p> <p>Item closed.</p>
<p>(T4 2022) Financial Questions carried over from Term 3 Meeting:</p> <ul style="list-style-type: none"> information on the P&C's policy on how restricted reserves are to be used; that future finance reports include a consolidated profit and loss statement and balance sheet; 	<p>Tony has drafted a restricted reserve policy. More stakeholders need to be consulted. Once reviewed it will be brought to the P&C.</p> <p>Finance Reports already include a P&L. We can add this to the website.</p>
<p>(T4 2022) Computers for Manly West - can the P&C source computers from large corporates who are getting rid of their computers.</p>	<p>This is not really a feasible option for the School given all the DoEd requirements.</p> <p>Item closed.</p>
<p>(T4 2022) What the P&C has accomplished over the years - attendees requested a detailed list of all the projects they have assisted the school with (e.g. COLA, BASC building, playground equipment). It would be good for all parents to know how the P&C contributes to the school community.</p>	<p>Work in progress, some information is outstanding and the website needs to be updated.</p> <p>Michelle Terry to liaise with Tony and Julie to complete this.</p>
<p>(T4 2022) Cyber-security event - to be discussed and organised in 2023.</p>	<p>Julie and the P&C are keen for this to take place for the parents. The School has already got various strategies and talks in place for the kids.</p> <p>One suggestion is Kristy Goodwin who is local and well known and respected in this space.</p> <p>Events Committee to investigate implementing this.</p>