



# P&C General Meeting - MINUTES

Term 2 – 25 June 2024, 7pm

Supporting our school, our students, and our school community

7.00pm	Meeting open	Bianca Mouldsdale
7.01pm	<p><b>Conflict of Interest Declaration</b></p> <p>None declared.</p>	
7.02pm	<p><b>Attendance and Apologies</b></p> <p><b>Attendance</b> - Bianca Mouldsdale (P), Mez Robinson, Corinne Schmitt, Ashleigh Searle, Claire Hocking, Corinne Schmitt (T), David Reynolds (VP), Diane Barrow, Karla Pigram, Kate Raynor, Kirsty Bennett, Lisa Hiscock, Luisa Fryday, Michelle Terry, Jade Greyontne (?), Angus Lia.</p> <p><b>School Exec</b> - Julie Organ, Wendy Mwanga, Jenni Milburn, Julie Organ</p> <p><b>Apologies</b> - Bec Coulson, Tony Falzarano, Brigette Keeble, Alison Gracia, Chiara Valente, Erin Windshuttle, Kylie Pintos-Oliver, Monique Jackson, Sam Pigram, Tony Falzarano</p>	Michelle Terry
7.03pm	<p><b>Welcome to new members</b></p> <p>Bianca is looking forward to creating a sense of community with the P&amp;C and represent the parents to the School.</p>	Bianca Mouldsdale
7.04pm	<p><b>Minutes of 2022 Term 4 General Meeting</b></p> <p><i>Motion 1: That the Minutes of the Meeting be adopted.</i></p> <p><b>Motion carried.</b></p>	All
7.06pm	<p><b>Review of Open Action Items from 2023 Term 4 General Meeting</b></p> <p><i>Motion 2: That the Term 4 2023 General Meeting Action Items have been reviewed</i></p> <p><b>See below.</b></p>	Owners
7.15pm	<p><b>MWPS Principal's Report</b></p> <ul style="list-style-type: none"> <li>● Presentation of Anxiety Project by Mrs Mona Johnson and Cath Jones (20 minutes).</li> <li>● Reports online this year for first time</li> <li>● Dance and Drama Production 3-6 July 3rd 2024</li> <li>● Sun Smart representative P&amp;C needed to continue this program</li> <li>● Kindergarten 2025 -Open Day June 25th 2024</li> </ul>	Julie Organ

	<ul style="list-style-type: none"> <li>● Congratulations Jenni Milburn -Executive Director Award for her contribution to schools with Curriculum knowledge and compliance.</li> </ul> <p>Other items:</p> <ul style="list-style-type: none"> <li>● Focus on Premier’s Reading Challenge;</li> <li>● SRC -is the student opportunity to have students voice in the school in a respectful process. They meet at least twice a term. Their next initiative is to endorse the P&amp;C Colour Run and to support more bike and scooter racks.</li> </ul>	
7.30pm	<p><b>Treasurer’s Report</b></p> <p><i>Motion 3: That the P&amp;C donate \$42,000 to the school, to fund 60 new laptops for Years 3 and 4.</i></p> <p>Cybercity, K-2 and Library - desktops. Currently 5 and 6, 2:1 ratio.</p> <p><b>Motion carried.</b></p> <p><i>Motion 4: That the P&amp;C donate \$20,000 to the school, to fund the purchase of new readers aligned with the new syllabus.</i></p> <p><b>Motion carried.</b></p>	Corinne Schmitt
8.15pm	<p>Sub-Committee Updates:</p> <ul style="list-style-type: none"> <li>● Band - band camp, overnight medication clunky, putting better things in place. Big commitment. Getting ready for festivals and eisteddfod.</li> <li>● BASC - waitlist quite high. Still a work in progress. First step is to work out the the accuracy of the waitlist.</li> <li>● Canteen - how to pay IOU on the app. Approval of Healthy Canteen</li> <li>● Environment &amp; Kitchen Garden - supporting events, working with YEAr 6 for sustainable decorations. Pen recycling. Raising awareness. SRC scooter hooks, funding request to come.</li> <li>● Events &amp; Fundraising Fun events coming up. Lots of help needed. 46 volly’s. Each year group to look after a different event.</li> <li>● Uniform Item shortage, checked pants made a come-back. Supplier being changed. All products refundable/exchangeable. Staff jackets and ski jackets. Sport House colours - parents to see Ash with ideas.</li> </ul> <p>All sub-committee reports are available on the <a href="#">website</a>.</p> <p><i>To be taken as read.</i></p>	Owners

8.30pm	<p>Other business</p> <p>School Bytes App - Assembly do be included on the day at the time so that parents can refer to that.</p> <p>Co-Ed Options</p> <ul style="list-style-type: none"> <li>• First community consultation has been held to look at co-ed options on the Beaches and what that could look like. An initiative coordinated by the NSW Government. There will be lots of opportunities to get involved and speak into this process. P&amp;C will communicate when these opportunities arise.</li> </ul>	
8.40pm	<p><b>Nominations for “Casual Vacancies”</b></p> <p>None</p>	Bianca Mouldsdale
8.45pm	<p><b>Correspondence</b></p> <p>None</p>	Michelle Terry
8.50pm	<p><b>Meeting close</b></p> <p>Meeting closed at 8.10pm</p>	Bianca Mouldsdale

**ACTION ITEMS:**

ITEM	UPDATE
<p><b>(T2 2024) Add assembly times to the calendar in the School Bytes App</b></p>	
<p><b>(T3 2023) Learning Support - new 22/8</b>            Julie to consider what additional learning support can be provided if the P&amp;C contributes funding for part or all of the cost. She will check with her Business Manager as to how much a resource costs.</p>	<p><b>2024 T2 GM 25/6</b> - Not discussed.  <b>(24/11)</b> - Not discussed.</p>
<p><b>(T3 2023) Support for Neurodivergent Students - new 22/8</b>            Wendy and her team to consider how to communicate information about what the school is able to do to support neurodivergent students with a view to having a special session on this topic to further encourage community support amongst parents, and understanding about the schools role and limitations. Lucy spoke with Wendy and propose having a P&amp;C organised and hosted evening where School provides one part of the content.</p>	<p><b>2024 T2 GM 25/6</b> - Not discussed.  <b>(24/11)</b></p> <p>WM – There will be a session or workshop in T1-2024 from Counsellor Natalie to provide information from the school perspective, P&amp;C separate session re ND or specific disabilities.</p> <p>P&amp;C session once families have given feedback. Feedback and questions to be given to school once collated so they can be answered in the session with Natalie.</p> <p>WM – High volume of assessments. Paeds/psych requests for PLP. Dept policy is that a plan is not a requirement, only required for First Nations and out of homecare students and Integration Funding students. Cannot do PLP for all but can be included in the Classroom Profile of Student Adjustments, PLPs take half day of teacher time to create.</p> <p>Quick map of how to approach this if you're a parent, eg how often to meet with school.</p> <p>Next step – WM find documents on the map for LM – to finalise and share parent/carers questions and feedback.</p>
<p><b>(T2 2023) Building Project - School Hall</b>            Invite <i>Expressions of Interest</i> from Community for an architect</p>	<p><b>[2024 T2 GM 25/6]:</b> Have put it to the department, it was approved in 2022. DoE has removed 1% of all funding of all schools, and has put a stop on all projects on things any. Asset Management have said it's a viable option. Engineering already there, \$700k - \$800k estimate.</p>

	<p><b>(24/11)</b> Awaiting update from DoE. Grants being explored in the background, and P&amp;C has reserves to be able to assist but cannot fund in entirety. Long term desire is to be able to host the entire school in the hall at once.</p> <p><b>22/8:</b> Awaiting further update from the Department of Education. Too early to call for EoI for architects. This will be a long term item.</p>
<p><b>(T2 2023) BASC Independent Report new 22/8</b> Elissa to get an independent consultant report on best practice, 5-year strategy and, options for dealing with wait lists</p>	<p><b>[2024 T2 GM 25/6]</b> - work in progress.</p> <p><b>(24/11)</b> EB – P&amp;C have hired an external consultant, who have been excellent. Met with consultants and Julie to review their plans 2 weeks ago, considered an expansion though this might need to be part of the broader asset management request per the above re hall. Meeting with Asset Management on Monday for expansion.</p> <p>The Consultant has given advice based on what other schools have implemented. Comprehensive assessment looking at other comparative local schools eg BH and Harbord.</p> <p>One challenge is how to determine genuine need as parents put down multiple spots to have the best chance of obtaining one, then won't need all that they've requested. Parents also hold on to (and pay in full for) spots as they cannot access them again easily if they go "inactive".</p> <p>Full report expected end of T4 dependent on Monday's meeting. Has been discussed with Sarah at BASC. Plan to retain consultants to help execute on the plan. Waitlist of 120 for Wednesday afternoon which would require double the staff.</p> <p>Acknowledgment that the BASC service is phenomenal. Don't want to deteriorate this level of service. Staff know the students, and are high quality. BASC are promoting staff retention, have implemented a referral incentive and reviewed salaries.</p> <p>All parents and carers are welcome to attend the BASC committee meetings.</p>
<p><b>(T4 2022) P&amp;C Annual General Meeting</b> - attendees requested there is information sent out this year about</p>	<p>Information about roles in the P&amp;C were circulated earlier this year. It will be circulated</p>

<p>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>again when recruitment for 2024 members begins.</p> <p><b>Item closed.</b></p>
<p><b>(T4 2022) Financial Questions carried over from Term 3 Meeting:</b></p> <ul style="list-style-type: none"> <li>• information on the P&amp;C's policy on how restricted reserves are to be used;</li> <li>• that future finance reports include a consolidated profit and loss statement and balance sheet;</li> </ul>	<p>Tony has drafted a restricted reserve policy. More stakeholders need to be consulted. Once reviewed it will be brought to the P&amp;C.</p> <p>Finance Reports already include a P&amp;L. We can add this to the website.</p> <p><b>Item closed</b></p>
<p><b>(T4 2022) Computers for Manly West</b> - can the P&amp;C source computers from large corporations 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><b>Item closed.</b></p>
<p><b>(T4 2022) What the P&amp;C has accomplished over the years</b> - 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&amp;C contributes to the school community.</p>	<p><b>Item closed. Updated on website.</b></p> <p><b>22/8: Ongoing and will form part of the succession plan for sourcing members in 2024.</b></p>
<p><b>(T4 2022) Cyber-security event</b> - to be discussed and organised for 2024.</p>	<p><b>[25/6] Item Closed. Event organised.</b></p> <p>Julie and the P&amp;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><b>Events Committee to investigate implementing this.</b></p>