



# P&C

## MEETING MINUTES



Date: 20/02/2024



Start Time: 18:00



Finish Time: 20:04

**Attendees:** Erin H (*Secretary*), Vanessa B (*President*), Shanna A (*Vice President*), Shannon B (*Treasurer*), Nive C (*Fundraising Coordinator*), Kylie R (*Uniform Shop*), Kim W (*School Principal*)

Members: Jess S, Tegan J, Jack V, Tracey G,

**Apologies:** Nil

**Minutes:** Erin H

**Acknowledgement of Country:** Shanna A

**Acknowledgement of Previous Minutes:** Shanna seconded by Vanessa.

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### General Business

#### Principal Report: - Kim Witt

- **Enrolment**

187 students excluding Early Intervention, we anticipate an enrolment of 21 students  
Mainstream class structure- 8 classes. The school is paying for the 8th class using our SBAR.  
Kindergarten – 20 students, 1DL 19 students, Year 1/2 – 19 students, Year 2 – 23 students, 3 / 4 T 24 students, 3 / 4 E – 23 students, 5 /6 K – 24students, 5/6 M 24 students.  
MC class – 7 students, ED Class – 7 students.

- **New staff**

We welcome 5 new staff members.  
Sam Lewis– Year 1 classroom teacher (3 days week)  
Meg Fulwood SLSO Stage 2  
Laura Pope Couston SLSO Stage 1  
Olivia Richardson SLSO Kindergarten & Speech Program  
Sarah Bourke – SLSO Stage 1

- **Areas for focus in 2024**



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- Attendance – children need to attend school every day when they are well enough to do so.
- Curriculum reform K-6 have new English and Mathematics syllabi.
- TEW (Teacher Engagement and Wellbeing) roles continuing K-2 (0.6) and one for 3-6(0.6) A key part of this role is to deliver targeted social and emotional learning programs.
- Resilience Project implementation continuing– universal social and emotional learning program
- Targeted literacy and numeracy intervention K-6. Smaller class sizes enable greater teacher support for individual students.
- Writing PL with Noella Mackenzie
- Embedding the actions within our Reconciliation Action Plan, focus for 2024 racism and embedding Aboriginal Perspectives/ ways of learning into curriculum
- Wellbeing initiatives – incursions to enrich school/life experiences. Government grant
- Fostering greater parent/carer engagement in children’s learning. Empower parents as first educators to play an active role in their child/children’s learning.
  - Projects
- Kiss and Ride should be established mid-year. The process is underway.
- We are using the Nangai Mai Award as a platform to encourage more schools to develop Reconciliation Action Plans and review their practices in Aboriginal Education.

## **Treasurer Report:**

Current Bank Accounts:

**Canteen: \$8,558.50**

**Canteen Renovations: \$31,414.00**

**P&C: \$23,174.54**

**Uniform Shop: \$4,055.85**

Treasurer Shannon discussed with members that ongoing payments made through the square terminal needs to be accounted for in their nominated accounts which has been time consuming to allocate between the



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uniform shop, canteen and fundraising events. Motion Passed to purchase 2 additional square terminals to be used for fundraising and canteen use. Nil objections raised from executive committee members present.

**Uniform Shop:** Kylie R

Larger size cargo shorts were ordered from a different supplier as current supplier do not stock sizes above size 16. Alternative Shorts are slightly different to original suppliers.

Motion to Separate the money raised from second hand donated uniforms to be put into P&C Account from Uniform Account. Motion Passed by all members.

## **Fundraising – Nive**

- **Events Glendale Super Saver Books**

Motion passed to work with event coordinator from Glendale Events cinema with fundraising offer to sell Events cinema super books to community leading up to school holidays. Super book holds 5 movie tickets. Offer to TPS ends 30/06/2024 to purchase Books, the books will then have a 6-month expiry from purchase. Books will be sold for \$50 each providing \$10 per purchase of book for fundraising. Members discussed and passed motion.

Secretary Erin to work with Nive and Tracey to create online shop and to send notification out to families to have payments made by 5/4/2024.

- **Easter Egg Raffle**

Members discussed organization of yearly fundraising raffle, to be held at end of term 1 showcase.

- **Mother's Day Stall**

A stock take was done of current Mother's Day items to sell in stall of old stock, there is currently 203 items remaining, an order was made for an additional 264 items from "School Gifts". Nive has put together a mix of pots and jars of succulents as this was popular last year.

- **Trivia Night**

Discussions had regarding an end of year Trivia Night to be organized. A committee will be put together to continue next P&C meeting.

- **Information to the Community - Tracey**

Member Tracey raised with members the motion to ensure community involvement by updating social media with updates on the use of the fundraising and yearly goals as well as updates through the year on how we are meeting our fundraising goals. -Secretary Erin to increase social media updates.



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## **Business Arising**

### **Swimming Carnival Ribbons – Shanna A**

Members discussed with Kim the deliverance to students of Carnival Ribbons to be done during a school assembly oppose to in classrooms. Discussions had those children be given carnival ribbons on the day for the smaller races such as the 25m but the 50-100m races and zone finalist be given in an assembly in future. Kim to investigate further.

### **Community Participation – Tracey G**

Motion Passed to hold a raffle at the end of each term for community volunteers, for each volunteer who assists in fundraising, canteen duties or general participation will receive a raffle ticket to be put into a draw and drawn at the end of each term. Erin to write a letter to Woolworths Toronto Requesting 4x \$100 gift vouchers to be given as prizes as well as update social media to let community know. Motion agreed by all members to trial at the end of term 1 at the showcase.

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**Next Meeting Schedule: 19/03/2024 TBC**