



P&C

📅 Date: 25/06/2024

🕒 Start Time: 18:05

🕒 Finish Time: 20:00

MEETING MINUTES

Attendees: Nive C (President), Shannon B (Treasurer), Members: Vanessa L, Tracy B and Megan Evans (Acting School Principal)

Apologies: Jess S, Giac V, Shanna A (Vice President), Kylie Ryan and Erin H (Secretary)

Minutes: Tracy B

Acknowledgement of Country: Nive C

Acknowledgement of Previous Minutes: Shannon B

Principal Report : Megan Evans Acting Principal

Staffing:

- Kim is away for 4 weeks, returning next term. Thank you for the support you have shown during her absence.
- Whilst I have been relieving in her position, we have replaced used Sam Russell to release staff to undertake peer observations and learn from each other. This has proven to be a beneficial process for all staff involved.

School Planning:

- We are currently undertaking our mid-year reflections and evaluations of our School Plan Activities. These should be finalized next week to inform us of our next steps for next term.
- One of our most successful programs has been buddy spelling: 14 students have reached the high-frequency word benchmark and have graduated to becoming buddies themselves compared to no students reaching this benchmark at this time in 2023. The average High



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Frequency Word level in Year 2 is currently 22. This is a significant increase on the same time in 2023 which was level 10. Similarly, the average Year 1 level has increased from 6 to 9.

- Attendance is still an area of focus: there has been considerable sickness around, and our message is still 'if you are well enough to be at school, we need you here'. This is particularly relevant for siblings of sick kids.

Upcoming Events:

- Athletics Carnival Next Wednesday.
- Reports home digitally Week 10
- NAIDOC Week falls in the school holidays. We will celebrate in Week 1.

Feedback:

- Kiss and Ride has begun in the mornings and afternoons for drop off and pick up. We feel that we have tried all methods of communication with the community and most parents and carers are adopting to the new processes. When cars are parked in the Kiss and Drop in the afternoon, it makes the queue a lot slower. We are trying to get up to the gate 10 minutes before the bell to check and find owners of cars blocking the queue. will ask council if they can install two new 'No Parking' signs to improve signage. We would love to hear feedback from parents on how to improve.

Treasurer Report- Shannon B (Treasurer)

Current Account Balances

Canteen Account. \$4,971.64

Uniform Account. \$498.52

P&C Account. \$23,972.19

Renovation Account. \$31,554.80

- New banking accounts to be set up at Newcastle Permanent by Shannon, all will have no fees, will be discussed further at next meeting. Westpac accounts will be closed when balances are transferred to NPBS.



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- Shannon discussed with members that canteen profitability and for year to date, canteen is in deficit. Shannon to investigate further and suggested to review pricing and feasibility with Yasmin, will provide details next meeting.

Fundraising – Nive C (President)

- A Father's Day Raffle to be planned again for 2024, similar to 2023 with added seafood and meat trays (provided to winners as a gift card).
P&C to purchase some vouchers and request vouchers to be donated by the providers.
Tracy B to approach GW Meats in Toronto again, Tracy also to approach Shane's Seafood.
Nive reported that Olivia Ping from Ray White Toronto has offered to financially support the Raffle details to come. Online raffle discussed, Tracy B to research and provide options at next meeting.

General Business

- **Kiss & Ride**
Members Discussed current Kiss & Ride teething problems discussed each day getting easier and what is working. Lake Macquarie City Council (LMCC) did not provide Toronto Public School (TPS) notice that the parking signs and rules had changed.
LMCC has advised TPS that it is not allowed to put any signage on Renwick St in front of school such as banners and school information as this can distract drivers and is unsafe.
Members discussed ideas for signage on the fence.
- **Australian Education Awards** -Nive C
P&C to pay for TPS staff tickets to attend the Australian Education awards as Toronto Public school have been nominated as Finalist in the "Best First Nations Program" in August 2024.
- **Canteen Meals** – Tracey B
Tracey wishing to propose that P&C consider spending funds from the P&C account on more hours for canteen manager Yasmin to cook from scratch meals and snacks. Possibly arranged as a big batch cooking day once per term, co-inciding with a meal deal day and/ or added hours to regular days in first few weeks of the term with an aim to provide students with food that has been extremely popular and is healthy but also significantly lower cost compared to



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prepared meals from catering supplier. Wage increase recouped with the much higher profit margin at point of sale.

Due to information presented previously by Shannon that canteen costs are very high already, canteen review needed and decided not to proceed with discussion and to discuss at next meeting.

Next Meeting TBC Term 3