



General Meeting Minutes - 2021

Chairperson: Eva Urban		Location: School Hall	
Date: 7 June 2021 (Term 2 Week 8)		Meeting Type: General Meeting	
Meeting commenced: 7.30 pm		Meeting adjourned: 8:52pm	
Minutes taken by: Vaishnavi Sundar & Aida Taha			
Attendees:		Position:	Copies
Eva Urban	EU	2021 President	1
Leanne McKay	LM	2021 Vice President	1
Kris Arnold	KA	2021 Vice President & Events Co-ordinator	1
David Doyle	DD	2021 Treasurer	1
Vaishnavi Sundar	VS	2021 Secretary	1
Aida Taha	AT	2021 Support Secretary	1
Lisa Tang	LT	2021 Book Club Support Coordinator	1
Malyna Rooke	MR	2021 Uniform Shop Coordinator	1
Eiman Latifi	EL	2021 Uniform Shop Team	1
Isabella Tan	IT	2021 Class Parent Coordinator	1
Jack Tao	JT	2021 Class Parent Support Coordinator & Events Team	1
Mita Brierley	MB	Member	1
Amanda Jacobs	AJ	Member	1
Shivani Lopes	SL	Member	1
Zeynep Moroglu	ZM	Observer	1
May Thant	MT	Member	1
Binoe Verghese	BV	Member	1
Vinnici Wu	VW	Member	1
Apologies			
Pieta Carrol (Bosman)	PC	2021 Book Club Coordinator	1
Debbie Lawson	DL	2021 Events Team	1
Lisa Ponton	LP	2021 Events Team	1
Sahar Moukahal	SM	2021 Uniform Shop Support Coordinator	1
Kate Mason	KM	2021 Uniform Shop Team	1
Mayank Agarwal	MA	Observer	1
Simin Bari	SB	Observer	1
Andrew Brackley	AB	Member	1
Flavia Campos	FC	Member	1
Thomas Chan	TC	Member	1
David Christi	DC	Member	1
Amin Debonnet	AmD	Observer	1
Azade Debonnet	AzD	Observer	1
Neda Farrahi	NF	Member	1



KENT ROAD PUBLIC SCHOOL

P & C Association

Se Gong	SG	Observer	1
Emily Guan	EG	Observer	1
Liming Hou	LH	Member	1
Stella Yulei Hou	SYH	Member	1
Jennifer Li	JL	Observer	1
Fei Mai	FM	Member	1
Balaji Man	BM	Observer	1
Henky Mantophani	HM	Member	1
Melanie Marcellino	MM	Member	1
Jessica Matthews	JM	Member	1
Michela Nesbitt	MN	Member	1
Kerry Novkovic	KN	Member	1
Kate Paynter	KP	Observer	1
Evelyn Sozou	ES	Observer	1
Jennie Star	JS	Member	1
Aung Thant	AT	Member	1
Jenny Tsui	JT	Member	1
Stacey Tsui	ST	Member	1
Bob Wu	BW	Member	1
Gina Yao	GY	Observer	1
Samantha Yep	SY	Member	1
Amelia Yoan	AY	Member	1
School Representatives:			
Denise Minifie	DM	Principal	1
Fiona Hamilton	FH	Deputy Principal	1
Ben Harrison	BH	Deputy Principal	1
Nayeree Basmajian	NB	Assistant Principal - Apology	1
Chauntal Gwynne	CG	Assistant Principal	1
Jessie Hossack	JH	Assistant Principal	1
Davina Kite	DK	Assistant Principal - Apology	1
Additional Distribution:			
Karen Silsby	KS	KRPS Office Administrator - Apology	1
KROSHC Representatives:			
Jenny Del Medico	JDM	Partnership Manager -Apology	1
Gabrielle Adams	GA	Regional Manager - Apology	1
Luke Brattoni	LB	Lead Co-ordinator -Apology	1
Charmaine Wong	CW	Co-ordinator - Apology	1
Signed: Vaishnavi Sundar		Date: 7 June 2021	

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No	Discussion	Action
<p>1.</p>	<p>Welcome</p> <p>1.1 Greetings extended to 2021 members, observers and new families.</p> <p>1.2 Introduction of P&C Office Bearers and teaching staff.</p> <p>1.3 Reminded everyone present to complete school QR sign in.</p> <p>1.4 Asked new families or non-P&C members present to make sure they provide full contact details to an Office Bearer, so a copy of today's minutes can be sent.</p> <p>1.5 Reminder for non-members, to become a member need to pay 50 cents to an Office Bearer and an online receipt will be issued in due course.</p> <p>1.6 Hard copies of our P&C's (amended) constitution, rules, code of conduct; policies & procedures are available and soft copies are available upon request through our P&C email address – kentroadpublicschool@pandcaffiliate.org.au.</p>	<p>Noted</p>
<p>2.</p>	<p>Confirmation of previous meeting minutes</p> <p>2.1 Asked if anyone had not received Minutes from last General Meeting on 3/05/2021 and nobody indicated they had not.</p> <p>2.2 A reminder that Minutes are posted on the KRPS website under the Parents & Citizen Association tab, thanks to Ben Harrison who posts them after each meeting.</p> <p>2.3 Minutes from last General Meeting on 3/05/2021 approved by Isabella Tan and seconded by Leanne McKay.</p>	<p>Noted</p>
<p>3.</p>	<p>Business Arising</p> <p>No business arising.</p>	<p>Noted</p>
<p>4.</p>	<p>KROSH Care Report</p> <p>4.1 No report.</p> <p>4.2 Noted that directly before this meeting – the new KROSH Care provider (Camp Australia) met with families to talk through transition.</p> <p>4.3 Confirmed the P&C reached out to Camp Australia to set up communication pathways.</p> <p>4.4 Camp Australia indicated their interest in being involved in school fundraisers.</p>	<p>Noted</p>
<p>5.</p>	<p>Announcements</p> <p>5.1 No new P&C announcements</p> <p>5.2 School uniform price changes discussed.</p> <p>5.3 Proposed price increases for 11 items.</p> <p>5.4 Proposed no price changes for 13 items.</p> <p>5.5 Proposed price decrease for 3 items.</p>	<p>Noted</p>

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No	Discussion	Action
	<p>5.6 Unanimous vote to adopt proposed uniform price changes and that the price changes to take effect from term three.</p> <p>5.7 Agreed that price changes to be communicated to the school community through the school newsletter, once clarification of wholesale prices of winter and summer dressers with LW Reid are checked, as Sustainable School Wear will no longer be supplying these items.</p>	Action
6.	<p>Correspondence received -</p> <p>6.1 Federation P&C E-Bulletin of 7/06/2021 covering -</p> <ul style="list-style-type: none"> • P&C Federation Webinars - Working together to strengthen consent education on 17/06/2021 from 7:00-7:30PM. • A recording is now available of the webinar Applying for Grants Workshop held on 20/05/2021. • Parent & Citizen Journal Your Guide to Grants that are available in 2021. • Call for motions for the Federation P&C AGM - last day to lodge motions is 11/06/2021. • P&C Federation new zoom account applications now open for interested P&Cs. • Department of Education appointment of Georgina Harrison as the new Secretary of the NSW Department of Education. • Department of Education Consent package for NSW schools and parents to support the teaching of respectful relationships. • Department of Education Countdown to Education Week from 26 to 30 July 2021 with the theme, Lifelong learners. • Life Education Growing Good Gardens Grants 2021 – grants of \$1,000 are available. • Office of the Children's Guardian Working with Children Week - in recognition of everyone who contributes to the lives and safety of children. Working with Children Week is 21–27 June 2021. <p>6.2 Federation P&C email of 3/06/2021 advising that the Department of Education has announced a series of initiatives to support the teaching of respectful relationships. A webinar will be held on 17th June for P&C members to find out more about the Statement of Intent, what students currently learn through the curriculum, and how parents and carers can stay engaged in the discussion.</p> <p>6.3 Federation P&C emails of 14, 25 & 26/05/2021 advising of a P&C Learning Hub & Q&A Webinar scheduled for 26/05/2021 at 7-8pm. Eva Urban registered for this webinar, but was unable to participate on the night. However, we are expecting a link to the session which will be shared with all office bearers.</p> <p>6.4 Federation P&C E-Bulletin of 21/05/2021 covering -</p> <ul style="list-style-type: none"> • Series of webinars for P&C office bearers – we will be looking out for the webinar on fundraising. • Changes to casual employees - What you need to know – not relevant for our P&C as we have no employees. • New Report from Growing Up Digital Australia Research Project – a phase two report - this ongoing research project seeks to understand how digital technologies are impacting Australian children. 	Noted

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No	Discussion	Action
	<ul style="list-style-type: none"> • Parent & Citizen Journal Fundraising ideas and Guidelines – more information on more on Page 12 of the Term 2 Parent & Citizen Journal. • Department of Education Inclusive Learning Support – support available for students with disability and additional learning and support needs. • Department of Education Wellbeing - articles and advice to help manage common health and wellbeing issues young people may face at school and at home. • Department of Education Share our Space winter holidays - schools will again be opening their outdoor spaces to local communities these winter holidays as part of Share Our Space. • Public Education Foundation - NSW Minister’s & Secretary’s Awards for Excellence - nominations for the 2021. These awards showcase the exceptional work that occurs every day across NSW public education – by schools, students, teachers, employees and parents. Nominations close at 11.59pm on Tuesday 15th June 2021. • Reach Out Tools & Apps - find and download professionally-reviewed mobile apps and tools to help you look after your health and wellbeing. This site also includes a section for young people. • business.gov.au Health & Safety – information and resources for creating a safe workplace for you and your employees (and volunteers) to minimise injuries and illness. • Office of the Australian Information Commissioner Privacy Awareness - ten tips to help you and your organisation keep personal information safe. <p>6.5 Federation P&C email of 17/05/2021 advising of a webinar on Applying for Grants Workshop – general information on applying for grants is also in the Term 2, 2021 Vol 73 No 2 journal – hard copies of which are available at today’s meeting.</p> <p>6.6 Federation P&C E-bulletin of 7/05/2021 covering additional matters such as –</p> <ul style="list-style-type: none"> • Survey of rural and regional education – families are invited to participate in this research study being conducted by UNSW School of Education/Gonski Institute for Education, University of Canberra and Social Ventures Australia. • Department of Education Spend it – new budgeting rules for schools - a new policy has been introduced by the Department of Education which requires all public schools to spend their education funding within the year it was allocated to drive student outcomes, • Department of Education new dedicated response and recovery team to build resilience in schools - the NSW Government has announced a dedicated and permanent response and recovery team to better prepare schools in times of crisis, building on expertise from recent bushfires, floods and the COVID-19 pandemic. • Information on the new Department of Education Student Behaviour Strategy to help encourage positive student behaviour. • Whitlam Institute - What matters? Writing Competition – open to years 5 to 12. 	

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No	Discussion	Action
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	6.7 Links to any of the above items will be sent upon request to kentroadpublicschool@pandcaffiliate.org.au .	
7.	<p>President's Report</p> <p>7.1 Noted that we are heading towards the end of term 2 and the mid-year point of the school year, already. Since the last meeting there is lawn where once there were demountables and the installation of the new play equipment is coming to an end.</p> <p>7.2 It was fantastic to be able to hold the Mother's Day stall again – thank you to Kris Arnold, Amanda Jacobs, Donna Armstrong, Jennie Star and Leanne McKay for your time and effort in making the day a success. I am sure the day brought as much joy to the children in purchasing their gifts as it did for the mothers, grandmothers and carers who received them.</p> <p>7.3 We held a Bunnings BBQ at Gladesville on 23/05/2012. For this event we needed at least 16 volunteers to run the BBQ and serve customers for the day. After a slow start, we ultimately received offers from 16 volunteers and a couple of volunteers agreed to be on standby, should we need them. Thank you to all the volunteers for participating.</p> <p>7.4 Big thanks also go to families who were unable to attend but helped to spread the call for volunteers in the last days leading up to the day.</p> <p>7.5 It was a great opportunity to re-connect with existing families and to meet and get to know new families. This alone made the day very successful.</p> <p>7.6 A big call out to Kris Arnold who worked tirelessly to ensure the day was a success – there was many elements to organise for the day to ensure it ran smoothly and she did a brilliant job.</p> <p>7.7 Big thanks for Vinnici Wu for taking the initiative of securing a \$50 gift voucher from Woolworths that went towards the purchase of supplies for the day.</p> <p>7.8 In terms of upcoming P&C activities – we are required to lodge our annual report to the Australian Not for Profit Commission by the 29/06/2021 - thank you David Doyle for taking the lead on this piece of work.</p> <p>7.9 The P&C liability insurance renewal is due on 1/08/2021 - to start this process we need to conduct a uniform shop stock take to ensure we have enough insurance cover for the stock we hold – a stock take was in fact conducted in Term 2 Week 7 – I will defer to the School Uniform Shop's report.</p> <p>7.10 In respect to the grant funds of \$24,000 to purchase the \$28,000 HVL fans for the school hall – still no word on the release of these funds since the last meeting. Once the funds have been released, works will commence and will be</p>	Noted

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No	Discussion	Action
	<p>managed by the Assets Management Unit. The project needs to be completed by 31/03/2022 and Melanie Marcelino is leading the post work reporting required. Big thanks to Mel for leading this piece of work.</p> <p>7.11 We have now moved fully to online receipts for P&C membership. All current P&C members should have received their online receipts by now. This is a good way to ensure we have correct contact details for our members.</p> <p>7.12 Just a reminder, if you wish to explore volunteering opportunities within our school, please email your area of interest and availability to the P&C email address at kentroadpublicschool@pandcaffiliate.org.au. One of the office bearers will contact you to explore options.</p>	
8.	<p>Treasurer's report</p> <p>8.1 As of 31 May 2021, bank balances are:</p> <p>8.2 Uniform Shop account: \$29,246.15</p> <p>8.3 PayPal and other sales receipts for the period have totalled approximately \$21,000.</p> <p>8.4 Payments for stock purchases of approximately \$16,800 were made since the last meeting.</p> <p>8.5 Main P&C account: Current balance of \$145,619.51. Receipts from Mother's Day Stall and Bunnings BBQ totalling \$7,803.00 with costs paid out for same of \$1,486.00. Most Mother's Day stock purchased last year. The BBQ made a profit of \$1,085.10.</p>	Noted
9.	<p>Principal's Report</p> <p>9.1 Reports and assessments - student reports will be sent out Friday – they will be full reports. Information in respect to parent and teacher meetings has gone out. It is preferred that these meetings be held via zoom (to protect against colds & flu) but there is also an option to for face-to-face meetings, if required.</p> <p>9.2 New playground area -for the new play equipment, classes will be rostered to use the equipment by the end of the week. The new playground has a huge sand pit, climbing structures, and musical instruments. For children who prefer passive activities three big aluminium tables with a middle area to hold Lego blocks have been ordered. The general assistant is busy fixing play areas at the back of the toilet blocks and some of these areas will be used for football. The grass is still a little bit patchy, but developing.</p> <p>9.3 Kindergarten information tour: -the first session was held last week. Parents were able to see the teaching areas to better understand how students learn and interact in those spaces. Still not allowing parents into classes whilst there is a class running – being cautious about potential cold, flu and/or COVID exposure. The new school is attracting requests from former</p>	Noted

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No	Discussion	Action
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	<p>students and their families for visits but deferring such requests until a later time.</p> <p>9.4 Kiss and ride information: -the final design for the Kent Road kiss and ride has been endorsed by Ryde Council and their Traffic Committee. The work includes removing the existing path, curb, and gutter from the main school entrance to the ELS Hall bus stop and will accommodate 18 vehicles. The design indents the kiss and ride area so Kent Road is wide enough to accommodate the flowing of two lanes of traffic. It significantly improves upon the current kiss and ride zone. Tender documents should be back by mid-June, and the work is expected to start mid-July. The Herring Rd and Agincourt Street roundabout fencing was not accepted by the Traffic Committee due to line-of-sight issues.</p> <p>9.5 OOSH Care providers: - there will be a new after school hours care provider (Camp Australia). A meeting about this change was held just before this P&C meeting. Some parents asked why the change needed to occur. The answer is that this is a normal tender process required by the Department of Education, as the centre is a for-profit service. The tender process was delayed somewhat, but was announced late last year. The tender was managed by the Department of Education and applications were reviewed in consultation with the school's Principal, a staff member and a parent representative who uses the service. It was an extremely detailed process, requiring a comprehensive checklist of proven performance covering matters such as child protection, general management, student activities, food on offer and reliability. A number of providers lodged very strong applications. After Camp Australia won the tender, parents expressed some concerns about the transition of service providers. Be assured this is all mapped out. Current employees have been offered positions with the new providers. Camp Australia representatives will be invited to future P&C meetings to report on their activities.</p> <p>9.6 Kindergarten update: the students (and teachers) have been very excited with the arrival of ducklings and seeing them hatch from eggs. It forms part of kindergarten curriculum on the lifecycle of an animal. Some students seem keen to watch the new grass in the school grounds grow.</p> <p>9.7 Year 1 update: the school has lots of new books from the book club rewards program and students are using them to improve their reading and learning. A phonics program is being offered to parents through an app at 80% discount - 20 people signed up so far, it is very useful especially for younger students.</p> <p>9.8 NAPLAN update: Ben Harrison reported that the tests were conducted well, as the school is fortunate to have plenty of devices to use. It was done over a two-week period but next year will try to make it over a one-week period. The results are due in September - the delay due to some paper based tests</p>	
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No	Discussion	Action
	<p>being conducted around the country, which takes time to process.</p> <p>9.9 Band practice: - band practice in the mornings is attracting impromptu audiences of young students who arrive early for school. They are happy to watch and show appreciation for the performances. This is delightful to see!</p>	
10.	<p>Events Team's Report</p> <p>10.1 The Mother's Day Stall went really well with five of us unpacking, bagging, and selling 1,097 items. We made a profit of \$5,230 because the cost of the items was accounted for in last year's figures.</p> <p>10.2 The Bunnings BBQ at Gladesville was a success. I had 17 people help me run everything and although it was very busy, everything went fairly smoothly. We sold about 710 sausages and 150 drinks. Overall, with a few donations, we made a little over \$1,000.</p> <p>10.3 There were discussions about the next possible fund-raising event, and this continues to be explored.</p> <p>10.4 There is an informal get together being arranged for Friday 11/06/2021 from 7pm and families were asked to indicate their interest at the end of today's meeting.</p>	Noted
11.	<p>Class Parent Coordinator's Report</p> <p>11.0 As mentioned in the last meeting, response rate for participation in the Class Parent system varied across grades and classes.</p> <p>11.1 Some classes had an almost 100% participation rate, whilst others around 50% or less.</p> <p>11.2 A few Class Parents opted to re-distribute the Class Parent Introduction Letter and received more responses, which was great!</p> <p>11.3 I was approached by a couple of parents who had submitted contact information to their Class Parent but did not receive any emails, so they were put in touch with the respective Class Parent directly.</p> <p>11.4 If anyone else would like to get in touch with their Class Parent, please email krps.classparentcoordinator@gmail.com.</p> <p>11.5 There was a general discussion in respect to class parents developing relationships with families within the school community through social media and the appropriate use (privacy considerations) of social media to connect with them.</p> <p>11.6 It is noted that social media is not used for formal Class Parent communications.</p>	Noted
12.	<p>Uniform Shop Coordinator's Report</p> <p>12.1 Current financial balance as per Treasurer's report.</p> <p>12.2 A stocktake was conducted in week 7 – to understand level of stock in the shop - \$61,575 wholesale (\$76, 910 retail).</p>	Noted

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No	Discussion	Action
	<p>12.3 The level of stock held is higher than we would like but the situation is complicated by delayed delivery of orders – up to three months in some cases.</p> <p>12.4 We received notice from Sustainable School Wear that they will no longer supply girls’ winter and summer dresses.</p> <p>12.5 Discussion about whether we should purchase their remaining stock but decided to consider demand trends for the rest of the year - this aspect taken off line to be explored by a sub-committee.</p> <p>12.6 If families have any queries about uniform purchases or payments, please email queries directly to the uniform shop at krpsuniformshop@gmail.com.</p>	Action
13.	<p>Book Club Coordinator’s Report</p> <p>13.1. Issue 4 orders due today.</p>	Noted
14.	<p>Other Business</p> <p>14.1. Nothing.</p>	Noted
15.	<p>Next Meeting - Monday 26 July 2021 at 7:30pm</p>	Noted