



General Meeting Minutes - 2023

Chairperson: Eva Urban - Acting		Location: School Hall	
Date: 13 February 2023 (Term 1 Week 4)		Meeting Type: General Meeting	
Meeting commenced: 8:31 pm		Meeting adjourned: 9:10pm	
Minutes taken by: David Doyle			
Attendees:		Position:	Copies
Eva Urban	EU	2022 President	1
Michelle Blackwell	MB	2023 Vice President	1
David Doyle	DD	2022 Secretary	1
Amanda Jacobs	AJ	2023 Uniform Shop Coordinator	1
Malyna Rooke	MR	2023 Uniform Shop Support Coordinator	1
Jocelyn Hu	JH	2023 Events Coordinator	1
Kris Arnold	KA	2023 Events Support Coordinator	1
Vinnci Lee-Wu	VL	2022 Events Team	1
Lisa Tang	LT	2023 Book Club Coordinator	1
Melissa Anderson	MA	Member	1
Helen Atkinson	HA	Member*	1
Mita Brierly	MBr	Member	1
Kimberlee Dreyer	KD	Member*	1
Lilian (Laughan) Ghan	LLG	Member*	1
Jin (Jame) Ha	JA	Member*	1
Duy Nam Hoang	DNH	Observer	1
Rani Rekha	RR	Observer	1
Natalia Sushchenko	NS	Observer	1
Anthony (Chook) Trovatiello	ACT	Member	1
Asuka Trovatiello	AT	Member	1
Gina Yao	GY	Member	1
Samantha Yep	SY	Member*	1
Zhijun Wu	ZW	Member	1
Apologies			
Jack Tao	JT	2023 Vice President	1
Yan Yang	YY	2023 Book Club Support Coordinator	1
Debbie Lawson	DL	2022 Events team	1
Ikram Muhammad	IM	2022 Events Team	1
Stacey Tsui-Brackley	STB	Member*	1
Pieta Bosman Carroll	PBC	Member*	1
Nancy Diez	ND	Member*	1
Sophie Ding	SD	Member*	1
Christian Ghan	CG	Member*	1



KENT ROAD PUBLIC SCHOOL

P & C Association

Jun Guo	JG	Member*	1
Stella Yulei Hou	SYH	Member*	1
Meutia (Tia) Kumaheri	TK	Member*	1
Sally Lee	SLe	Member*	1
Shivani Lopes	SLo	Member*	1
Shweta Mago -Mahalwar	SM	Member*	1
Tushar Mahalwar	TM	Member*	1
Fei Mai	FM	Member*	1
Melanie Marcellino	MM	Member*	1
Pang Rosita or Christoph	RP	Observer	1
Lisa Ponton	LP	Member*	1
Isabella Tan	IT	Member*	1
Aung Thant	AT	Member*	1
May Thant	MT	Member*	1
Binoe Verghese	BV	Member*	1
Daisy Wu	DW	Observer	1
Jiayan (Joanne) Wu	JW	Member*	1
*Member as of Monday 28/11/2022			
School Representatives:			
Denise Minifie	DM	Principal	1
Ben Harrison	BH	Deputy Principal	1
Chauntal Gwynne	CG	Deputy Principal	1
Pita Griffith	PG	Assistant Principal Curriculum and Innovation	1
Charlotte Whitworth	CW	Assistant Principal - Year 6 Lead	1
Nayeree Basmajian	NB	Assistant Principal – Year 5 Lead	1
Davina Kite	DK	Assistant Principal – Year 4 Lead	1
Jessie Hossack	KH	Assistant Principal – Year 1 Lead	1
Additional Distribution:			
Gail Unsworth	GU	School Administration Manager - apology	1
Karen Silsby	KS	School Administrator Officer -apology	1
KROSHC Representatives:			
Hansha Boodhoa	HB	Area Regional Manager - Apology	1
Vinpin Rana	VR	Service Manager - Apology	1
Signed: David Doyle		Date: 13/02/2023	

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No	Discussion	Action
1.	<p>Welcome</p> <p>1.1 Welcome to the first general meeting for 2023.</p> <p>1.2 Vote of thanks to the 2022 Executive and sub-committee members for volunteering during 2022.</p> <p>1.3 Welcome to the 2023 Executive and sub-committee members.</p> <p>1.4 Note the P&C email address for any enquiries about our activities is – kentroadpublicschool@pandcaffiliate.org.au.</p>	Noted
2.	<p>Apologies</p> <p>2.1 Jack Tao – 2023 Vice President.</p> <p>2.2 Camp Australia representatives.</p>	Noted
3.	<p>Confirmation of previous meeting minutes</p> <p>3.1 Minutes from last General Meeting (T4 W8) on 28/11/2022. approved by Amanda Jacobs and seconded by Kris Arnold.</p>	Noted
4.	<p>Business Arising -</p> <p>4.1 The Back-to-School NSW Vouchers program opened in Dec 2022. The vouchers can be used towards the cost of school uniforms, shoes, bags, textbooks, and stationery, at registered businesses before 30/06/2023.</p> <p>4.2 The KRPS P&C Uniform Shop is registered and has been able to accept these vouchers since the beginning of the 2023 school year.</p> <p>4.3 Nil other business arising.</p>	Noted
5.	<p>KROSH Care Report (Presented at start of meeting)</p> <p>5.1 No report.</p>	Noted
6.	<p>Correspondence received -</p> <p>6.1 List of correspondence received since the last meeting tabled.</p> <p>6.2 The P&C Federation has sent a survey to choose a logo in order to create a brand for NSW P&C Associations to use. Two logo options have been designed. These options have been designed so that you can add your school name to the logo and customise the colours. Please consult with your P&C Association and choose either Logo 1 or 2 by the 11/03/2023.</p> <p>6.3 Colours shared for attendees to consider and more in favour of the second option. 2022 President to complete poll.</p>	Tabled Action
7.	<p>Announcements</p> <p>7.1 P&C membership fee for 2023 is \$1.00 per person per annum. 2023 P&C membership total prior to this meeting was fourteen.</p>	Noted
8.	<p>President's Report</p> <p>8.1 At last year's orientation sessions for 2023 kindergarten students and their families, 60 families signed up for an expression of interest for the 2023 kindergarten informal social group and volunteering opportunities. A welcome email was</p>	Noted

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No	Discussion	Action
	<p>sent to these families prior to the first day of school. They were also informed of tonight's meeting and invited to join us.</p> <p>8.2 The Back-to-School (BtS) voucher program is running well. As of today, Service NSW has paid \$8,629 against redeemed vouchers with further payments pending.</p> <p>8.3 The online purchase of uniforms with BtS vouchers is not as seamless as it could be for families and currently the uniform shop has a work round process for these purchases.</p> <p>8.4 Service NSW does have an Application Programming Interface (API) integration for BtS Vouchers that could be applied to our POS services to make online purchases easier.</p> <p>8.5 The P&C is currently investigating whether it has the time and resources to proceed with this program, noting the vouchers are only available until 30 June 2023.</p> <p>8.6 In February 2023, the uniform shop purchased a new laptop for its activities and all operating systems and POS services have been successfully transferred to the new laptop.</p> <p>8.7 Bennelong Volunteer Grants Program -the P&C lodged its final application for \$2,000 on 15 December 2022 and we expect to be advised of the outcome of our application in May 2023. The grant if awarded, will go to the cost of purchasing 2 x KRPS P&C branded 3 metre x 3 metre marquees, with gutter and weights, supplied by Big Top Shades in Lane Cove and a foldable step ladder for the uniform shop.</p> <p>8.8 Federation P&C Online Community has been up and running since the end of 2022. It is a useful source of information on how other school P&Cs deal with the day-to-day challenges of running a P&C and successful fundraising activities.</p>	
<p>9.</p>	<p>Treasurer's report</p> <p>9.1 As at 13 February 2023 the status of bank accounts was as follows:</p> <p>9.2 Uniform Shop: Balance \$95,587.42. Paypal and other receipts since 1 January 2023 were \$25,564 including \$8,629 redeemed through the Back-to-School voucher program. Outstanding payments to suppliers is currently \$25,845.69.</p> <p>9.3 Main P&C Account: Balance \$60,670.21. Only transactions since 1 January have been \$14 received for new membership fees.</p>	<p>Noted</p>
<p>10.</p>	<p>Principal's Report</p> <p>10.1 Positive start to the new year with 39 classes formed, with 34 classes in new buildings and the others in the refurbished buildings. Some feedback regarding the classes in older refurbished buildings however teaching practices are the same and learning has commenced well across the school.</p> <p>10.2 There are 959 students now enrolled in the school. Considerable turnover with departures and many arrivals. School capacity is approximately 1,100. 7 new kindergarten classes this year.</p> <p>10.3 Greater diversity and wonderful new families.</p>	

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No	Discussion	Action
	<p>10.4 Many new staff on board to work with increased numbers including 11 new teachers. More learning instruction development resources to support new English and Maths syllabus implementation. Good feel around the school for teachers and students.</p> <p>10.5 Parent information nights will soon be scheduled and all parents will be made aware.</p> <p>10.6 Covid-19 – Currently 1 teacher unwell. All updated and proper processes are in place including ventilation etc. Students must stay home if sick. Parents have supported this practice well until now.</p> <p>10.7 Compass – Alignment with Department of Education enrolment system has had some challenges at start of year. These are in the process of being addressed and so soon all parents will have Compass Access.</p> <p>10.8 New syllabus for K-2 English and Maths now mandatory and underway at our school, supported by resources and professional learning. KRPS is well prepared for this last year as we were a pilot/trial site.</p> <p>10.9 There are five teachers undergoing “High potential/gifted’ learning training and development.</p> <p>10.10 Makers Empire - 3D printing projects also to run this year with two teachers currently on specific training for this and once completed, will take the lead at the school. Program will be ‘Kids in Space’.</p> <p>10.11 NAPLAN expected to start on 15/03/2023 for years 3 & 5. Will be mostly online. Results expected earlier in the year than previously.</p> <p>10.12 Seven Kindergarten classes have started and student assessment is ongoing. Assessments expected to be complete over next week with communication to follow.</p> <p>10.13 School Band activities have started and are settling in well. Training Band also has been positive.</p> <p>10.14 PSSA starts this Friday. Hoping for good weather this year. Expecting majority games to be at ELS across the road due to constraints with sourcing buses. Smaller groups of schools will participate against each other.</p> <p>10.15 Assemblies have also recommenced with year 3-6 last assembly on last Friday. The K-2 years to start this week.</p> <p>10.16 Footsteps dance has started for 3 grades. Hayley the teacher is loved by students.</p> <p>10.17 The drama program has started for year 2. Kindergarten will start in March. Great program for the kids to help them settle in with new friends and get used to school. Very positive social skills development program.</p> <p>10.18 Students who wear watches capable of receiving calls and photos MUST be removed when children arrive at school. They can go into students’ lunchboxes. Parent contact during the day is unsettling and not aligned with school practices and</p>	

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No	Discussion	Action
	<p>processes. The Department of Education policy on this issue will be enforced with notice given to parents very soon.</p> <p>10.19 New policy that where a third-party service provider program is being used at school, parental consent must be sought. For example, BugClub, Mathletics and the like. Parents will be notified. Can be difficult to manage if not all children in a class have permission.</p> <p>10.20 Complaint regarding girls' school uniform being see through. Uniform shop is addressing this issue with regular contact with the relevant family to resolve.</p> <p>10.21 Camp Australia KROSH services - concerns raised this year which have been taken up with CAMP Australia. Awaiting KROSC capacity increase to be approved. Expect approval by end of term however this is up to CAMP Australia to pursue. Also engaging regarding supervision and management practices.</p> <p>10.22 This year the focus will be on new beginnings and community building.</p>	
11.	<p>Events Team's Report</p> <p>11.1 No activities so far this year.</p> <p>11.2 P&C volunteer day on Wednesday 1 March – informal get together to be discussed with 2023 Event Coordinator.</p> <p>11.3 NSW State election is scheduled for 25/03/2023 – 2023 Event team to consider a democracy sausage sizzle.</p> <p>11.4 Looking to buy Mother's day stall sock soon. Need to engage with school regarding storage space.</p> <p>11.5 Nothing else to report.</p>	Noted
12.	<p>Uniform Shop Coordinator's Report</p> <p>12.1 Team has been very busy since school started with over \$25,000 in sales so far. Starting to quieten down now.</p> <p>12.2 BtS vouchers being used heavily with workaround for their application working.</p> <p>12.3 New and more volunteers would be very welcome.</p> <p>12.4 The new laptop was purchased as a cost \$910.31 to replace the old laptop which was going on the blink.</p> <p>12.5 Next second-hand stall may be later in the term.</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>	Noted
13.	<p>Book Club Coordinator's Report</p> <p>13.1. New issue expected in March</p>	Noted
14.	<p>Other Business</p> <p>14.1. General meetings are held on Monday evenings in weeks 3 & 8 of each term, except where there is a public holiday, where the meeting is postponed for the following Monday.</p>	Noted

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No	Discussion	Action
	<p>14.2. For 2023 general meetings are scheduled for -</p> <ul style="list-style-type: none"> • T1W8 - 13 March 2023; • T2W3 - 8 May 2023; • T2W8 -13 June 2023; • T3W3 – 31 July 2023; • T3W8 – 4 September 2023; • T4W3 – 23 October 2023; and • T4W8 – 27 November 2023. <p>14.3. Question raised about parents volunteering in the classrooms. School will examine post Covid rules regarding parents in classrooms.</p>	
15.	Next Meeting – Term 1, week 8 on 13/03/2023.	Noted