



KENT ROAD PUBLIC SCHOOL

P & C Association

General Meeting Minutes – 31 July 2023

Chairperson: Kimberlee Dreyer - President		Location: School Library	
Date: 31 July 2023 (Term 3 Week 3)		Meeting Type: General Meeting	
Meeting commenced: 7:30pm		Meeting adjourned: 8:46pm	
Minutes taken by: Alice Kontani – Secretary			
Attendees:		Capacity:	Copies
			1
<u>Members</u>			
Kimberlee Dreyer	KD	2023 President (Chairperson)	1
Jack Tao	JT	2023 Vice President	1
Jocelyn Hu	JH	2023 Vice President (former 2023 Treasurer)	1
Alice Kontani	AK	2023 Secretary	1
Asuka Trovatello	AST	Member	1
Anthony Trovatello	AT	Member, 2023 Sourcing Officer	1
Amanda Jacobs	AJ	Member, 2023 Uniform Shop Coordinator	1
Lisa Tang	LT	Member, 2023 Book Shop Coordinator	1
Samantha Yep	SY	Member	1
Elizabeth Sburlati	ES	Member	1
Angela Zhang	AZ	Member	1
Zhijun Wu	ZW	Member	1
Natalia Sushchenko	NS	Member	1
<u>School Representatives</u>			
Denise Minifie	DM	Principal	1
Ben Harrison	BH	Deputy Principal	1
Chauntal Gwynne	CG	Deputy Principal	1
Nayeree Basmajian	NB	School Representative	1
Belinda Lanning	BL	School Representative	1
<u>Observers</u>			
Sara Amiramini	SA	Observer	1
Elizabeth Lu	EL	Observer	1
Signed: Alice Kontani		Date: 16 August 2023	

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No	Discussion	Action
1	<p>Welcome</p> <ul style="list-style-type: none"> • KD opened the meeting and welcomed all to the 6th General Meeting for 2023. 	Noted
2	<p>Acknowledgement of country</p> <ul style="list-style-type: none"> • Acknowledgement of Country was made by JT 	Noted
3	<p>Attendance and apologies</p> <ul style="list-style-type: none"> • AK noted apologies were received from two members as well as Camp Australia representatives. • The apologies were accepted. • AK noted that the quorum for this General Meeting has been met. 	Accepted
4.	<p>Call for new members</p> <ul style="list-style-type: none"> • KD noted that 3 new members have joined the P&C since the last General Meeting. 	Noted
5.	<p>Call for Office Bearer Vacancies and Executive Committee Vacancies</p> <ul style="list-style-type: none"> • KD noted the resignations received from Jocelyn Hu and Michelle Blackwell as the Treasurer and Vice President of the KRPS 2023 Executive Committee respectively. • In addition, new Executive Committee roles have been created in order to better support the KRPS P&C in its day-to-day functions. • Nominations were called by KD for the following Executive Committee vacancies: <ul style="list-style-type: none"> i. Vice President – Jocely Hu self-nominated; seconded and approved by a majority of Members present. ii. Treasurer – position remains vacant iii. Sourcing Officer – Anthony Trovarello self-nominated; seconded and approved by a majority of Members present. iv. Grant Writer – position remains vacant. 	<p>Approved</p> <p>Approved</p>
6.	<p>Approval of previous minutes</p> <p>Minutes from last General Meeting were approved by AT and seconded by JT.</p>	Approved

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7.	KRPS OSHC <ul style="list-style-type: none">• DM provided an update as no representative from Camp Australia was present.• DM noted that the Department of Education (DoE) has issued a notice to terminate the lease with Camp Australia. As a result, Camp Australia will cease operations in KRPS after the last day of Term 3. It is unclear whether vacation care will be available during the upcoming school holidays.• DM noted that a non-for-profit Service provider (New Provider) will be appointed for 2 years after which the normal tender process will be undertaken.• The service transfer agreement has now been signed between Camp Australia and the New Provider and submitted to DoE.• The New Provider is now undergoing the approval process by DoE, however it is not certain whether approval will be obtained in time for the start of Term 4.• The change in OSHC provider will have a monetary impact on the school as the annual rent paid by Camp Australia of \$80,000 (approx.) is expected to be reduced to \$26,000 (approx.) due to the new Provider being a not-for-profit organisation. Nevertheless, DM believes that the change will be a positive one for the KRPS students requiring OSHC.• DM noted that this is an evolving situation and that the New Provider will be looking to schedule Parent Information sessions in the near future.	Noted
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<p>8.</p>	<p>Treasurer’s Report</p> <ul style="list-style-type: none"> JH reported bank account balances, as follows: <p>Main P&C Account: The P&C had come further payments and deposits however square profits still pending and some reimbursements also pending. As a result, our main P&C account balance is \$60,302.01, down from the closing balance in May which was \$63,863.01, due mainly to payment of the band teacher.</p> <p>Uniform Shop Account: This account has had some payments and profits and our Uniform account balance is \$108,466.41, down from the closing balance in May which was \$108,971.84.</p> <p>The total of the two accounts closing balance in July 2023 totals \$168,768.42</p> <table border="1" data-bbox="315 699 1179 1010"> <tr> <td colspan="2">Uniform Shop since June</td> </tr> <tr> <td>Earnings</td> <td>\$ 10,013.86</td> </tr> <tr> <td>Payments</td> <td>\$ 10,519.29</td> </tr> <tr> <td>Account Balance as at 31 July 2023</td> <td>\$108,466.41</td> </tr> <tr> <td colspan="2">P&C Main Account</td> </tr> <tr> <td>Income</td> <td>\$3</td> </tr> <tr> <td>Payments</td> <td>\$3,565.00</td> </tr> <tr> <td>Account Balance as at 31 July 2023</td> <td>\$60,302.01</td> </tr> </table>	Uniform Shop since June		Earnings	\$ 10,013.86	Payments	\$ 10,519.29	Account Balance as at 31 July 2023	\$108,466.41	P&C Main Account		Income	\$3	Payments	\$3,565.00	Account Balance as at 31 July 2023	\$60,302.01	<p>Noted</p>
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<p>9.</p>	<p>Principals Report</p> <ul style="list-style-type: none"> DM, BL and NB provided an update on the school activities, including Year 3’s focus on robots in Term 3 and their experiments with push, pull and gravity. Also taking place is the school’s NAIDOC week celebrations, which involves participation by students in various activities such as the Bush to Bowl incursion and the presentation of NAIDOC lessons by year 6 students to kindergarten during the week. The k-1 Sports Day will be held on 10 August and students will take part in activities such as running, field events and house team games. BH provided an update on sports and noted that two students have been selling raffle tickets to raise funds to help cover the costs of attending the State North Football Team in August. BH noted that another student has also been successful in getting selected to complete in the State Golf tournament. As a token of support by the P&C for KRPS students who reach state and national based sports events, a motion was called by KD for the P&C to match the PSSA donation for students to attend state and national matches (currently \$100 and \$200 respectively) (the Grant). The Grant takes effect from the date of this General Meeting and is available to all KRPS students who are required to attend out of area state and national based events organised through the PSSA. The Grant is intended to be available on a permanent basis pending the implementation of a formal written policy in respect of the Grant. The motion was seconded and approved by the majority of Members present. A policy to formalise the grant is to be drafted for approval at a future meeting. 	<p>Noted</p> <p>Approved</p>																

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<p>10.</p>	<p>Events Sub-Committee Report</p> <ul style="list-style-type: none"> • JH spoke to the report and noted that there had been no events contributing to the accounts since the last General Meeting. • Events team has now ordered gifts to be sold on Fathers’ Day. The gifts are expected to arrive in August. • JH is Looking to plan a Social Dinner in August and one or two post-assembly catch ups during the day. • JH enquired as to the best date to hold the Father’s Day stall. JH to further consider and agree on the date with the Events team and the school. 	<p>Noted</p>
<p>11.</p>	<p>Uniform Shop Sub-Committee Report</p> <ul style="list-style-type: none"> • AJ spoke to the report, a copy of which is attached as Appendix 1.1. 	<p>Noted</p>
<p>12.</p>	<p>Book Club Sub-Committee Report</p> <ul style="list-style-type: none"> • LT spoke to the report and noted that Book Club, Issue 5 brochures were distributed 21 July 2023. Orders are due Friday 4th August. 	<p>Noted</p>
<p>13.</p>	<p>President’s Report</p> <ul style="list-style-type: none"> • KD spoke to the report, a copy of which is attached as Appendix 1.2. • In relation to the OSHC survey results which were shared at the General meeting, DM suggested that it might be useful to also share these results with the new Provider. • KD also gave thanks to AT for assisting with procurement of the School Flags which were brought in for display at the General Meeting. 	<p>Noted</p>
<p>14.</p>	<p>Correspondence Received</p> <ul style="list-style-type: none"> • AK spoke to the table of correspondence received up to 30 July 2023, a copy of which is attached as Appendix 1.3. • AK invited Members to contact the P&C if they have any questions or require further information on any of the correspondence items. 	<p>Tabled</p>

APPENDIX 1

1.1 Uniform Shop Report

- BTS Vouchers wrapped up. Proved very popular with families.
- 2nd Hand sale, proposed dates 8th August & 5th September, TBC pending our volunteer availability and weather. Note will go in newsletter on the Friday prior.
- Stocktake, planning for 22nd August, also pending our volunteers
- Kindy orientation planning partly underway. Girls summer dresses have arrived already, secured at a good price due to large volume and early ordering. Await confirmation of dates so we can secure our volunteer team. Will liase with school around how we structure orientation this year. Our intention is that we're unlikely to sell uniforms at orientation this year but rather have people order their packs and then pick them up in the 2nd week with just hats for sizing on the day. A similar approach was taken for Kindy orientation in 2020 day. Any swaps will be done via uniform shop in the normal manner.
- Financials as per treasures report.

1.2 President's Report

- School flags. Two new school flags have been produced and delivered to Ben Harrison for use at school carnivals. Many thanks to Anthony for all his work on making this happen.
- P&C Federation Membership Renewal. We have successfully renewed our insurances and members fees for the coming year (to Aug 2024). Thank you to Jocelyn organising payment and for all her other work as treasurer.
- OOSH Survey. Our P&C OOSH survey was sent out to parents with the newsletter in the last week of term 2. Thank you to the 36 people who responded including 5 people who requested a call and that I spoke to personally. The survey results indicated in a significant demand for more OOSH capacity (78% of respondents). There were also many parents with concerns about the care being provided. The full set of survey results has been confidentially shared with the school to assist in future planning. A summary of results is below:

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	STRONGLY DISAGREE	DISAGREE	NEITHER DISAGREE NOR AGREE	AGREE	STRONGLY AGREE	TOTAL	WEIGHTED AVG
My child is safe and adequately supervised while at the service	10.34% 3	13.79% 4	17.24% 5	58.62% 17	0% 0	29	2.66
The food provided at the service meets the needs of my child	6.90% 2	10.34% 3	24.14% 7	51.72% 15	6.90% 2	29	2.83
The activities provided encourage learning through play	20.69% 6	13.79% 4	34.48% 10	31.03% 9	0% 0	29	2.45
My child enjoys their time at the service	13.79% 4	13.79% 4	20.69% 6	44.83% 13	6.90% 2	29	2.66

ANSWER CHOICES	RESPONSES	
I've been able to access all the care that I need at OOSH and / or the School Holiday Program	21.43%	6
I need more days	78.57%	22
TOTAL		28

1.3 Correspondence received up to 30 July 2023

tabled at the General Meeting held on 31 July 2023

No	Date	Sender	Content Summary
1.	28 July 2023	P&C Federation	<p>Last Call for Annual Volunteer Award nominations Shine a spotlight on the remarkable individuals and groups within the P&C community through the Annual P&C Federation Volunteer Awards. This year’s award winners will take home a trophy and certificate, while the P&C Association of the Year will also receive \$1000 prize money.</p> <p>There are four categories in this year’s awards:</p> <ul style="list-style-type: none"> • P&C Association Member of the Year • Community Volunteer of the Year • P&C Association of the Year • Principal of the Year <p>Nominations close Monday 7 August 2023.</p>
2.	24 July 2023	Parliament	<p>Federation P&C By -Election of Board Councilors and Delegates Election Notice Earlier this year, the P&C Federation NSW held an election of Councillors and Delegates. After the completion of this election, some positions still need to be filled. Therefore, P&C Federation are running a by-election to fill these positions.</p>
3.	12 July 2023	Andrews Insurance Services	<p>Federation P&C Membership and Insurance renewal 2023-2024</p>
4.	11 July 2023	Community Development Officer Families and Youth, City of Ryde	<p>City of Ryde Upcoming Events and Programs for Young People and their carers</p> <p><u>Gambling And Young People (already past)</u> City of Ryde has partnered with Gamble Aware and the Northern Sydney region Council to offer a free online workshop designed for parents and carers of young people to gain essential tools, knowledge, and guidance to navigate the complex world of gambling influences on today's youth.</p> <p><u>Youth Wellbeing Workshops</u> City of Ryde has partnered with Phoenix House Youth Services to present Youth Wellness, a series of 6 free workshops. Covering topics such as Respectful Relationships, Body Image and Self Esteem, Cognitive Neuro-Psychology, Distress Tolerance, and Self Care. Facilitated by two registered mental health professionals. Students will receive a directory of support services and support from Phoenix House Youth Services.</p>

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			<p><u>Youth Creative Competition Entries Now Open!</u> The City of Ryde is excited to announce its Youth Creative Competition 2023, a tremendous new opportunity for artists and writers ages 12-24 who live, work or study in the Council area to have their talents recognized. Total prize pool is \$5400 and the competition will be open to various Art Categories and Writing Categories. Please visit the webpage for more detail and to enter.</p> <p><u>ArtSpace: Art therapy group</u> Artspace is a FREE group in West Ryde for young people to develop and express their love of art, use art as a form of therapy and connect with other young people. Limited capacity, book in advance. For information and bookings, please contact headspace Chatswood at (02) 8021 3668, or email at headspacechatswood@newhorizons.org.au. In partnership with the City of Ryde.</p> <p>When: Monday, 17 April to Monday, 21 August, the group will be held fortnightly Time: 6pm – 7pm</p> <p><u>Activate Inclusive Sports Day for children with Disability</u> City of Ryde has partnered with Sports NSW to host a fun and inclusive day of activities connecting children with disability to local sport and active recreation opportunities. The event aim is to provide children aged 5-18 with learning difficulties, intellectual, sensory and physical disabilities the opportunity to try sports they might otherwise miss out on. When: Tuesday 15 August 2023, at Ryde Aquatic Leisure Centre.</p>
5.	27 June 2023	P&C Federation	<p>New Logo Kit - Announcement regarding the launch of the New logo kit for branding of P&C Associations.</p> <p>P&C Federation 2023 Annual Conference - Reminder that 2023 P&C Federation Annual Conference and Awards Ceremony are on sale. The conference will take place on Saturday 26th August 2023 at Pullman Hyde Park.</p>