



# KENT ROAD PUBLIC SCHOOL

## P & C Association

### General Meeting Minutes - 2019

<b>Chairperson:</b> Melanie Marcellino – 2018 President		<b>Location:</b> Kent Road Public School Hall	
<b>Date:</b> 11 February 2019 (Term 1 Week 3)		<b>Meeting Type:</b> General Meeting	
<b>Meeting commenced:</b> 8.25pm		<b>Meeting adjourned:</b> 9.10pm	
<b>Minutes taken by:</b> Stacey Tsui (2019 Secretary)			
<b>Attendees:</b>		<b>Position:</b>	<b>Copies:</b>
Melanie Marcellino	MM	2018 President	1
Debbie Lawson	DL	2018 Vice President	1
Diane Samu	DS	2019 Treasurer	1
Stacey Tsui	ST	2019 Secretary	1
Kris Arnold	KA	2019 Events Team Leader	1
Pieta Carroll	PC	2019 Events Team; Book Club Coordinator	1
Evelyn Sozou	ES	2019 Events Team; Book Club Coordinator	1
Rukiya Stein	RS	2019 Events Team	1
Fran Martinelli	FM	2019 Uniform Shop Support Coordinator	1
Isabella Tan	IT	2019 Class Parent Coordinator	1
Lisa Ponton	LP	2019 Events Team	1
Jun Guo	JG	2019 Events Team	1
Simone Leo	SL	Member	1
Fiona McNeill	FM	Member	1
Samantha Yep	SY	Member	1
Kerry Novkovic	KN	Member	1
Mita Brierley	MB	Member	1
Danhong Yu	DY	Member	1
Meredith Sanders	MS	Member	1
Li Zhang	LZ	Member	1
Stacey Varady-Szabo	SVS	Member	1
Leanne McKay	LM	Member	1
Jenny Dinh	JD	Member	1
Michelle Jia	MJ	Member	1
Jack Liu	JL	Member	1
Chavalin Svetanant	CS	Member	1
<b>Apologies:</b>			
Donna Armstrong	DA	2018 Events Team	1
Vaishnavi Sundar	VS	Member	1
Eva Urban	EU	Member	1
Andrew Brackley	AB	Member	1
Michelle Bellette	MB	2018 Vice President	1
Fiona McNeill	FM	Member	1
<b>School Representatives:</b>			
Denise Minifie	DM	Principal	1
Jessie Hossack	JH	Assistant Principal	1
Ben Harrison	BH	Assistant Principal	1
Chauntal Gwynne	CG	Assistant Principal	
Jane Waddell	JW	Assistant Principal	



KENT ROAD PUBLIC SCHOOL

# P & C Association

<b>Additional Distribution:</b> Karen Silsby	KRPS Office Administrator	1
<b>Signed:</b> Stacey Tsui	Date: 11 February 2019	

Discussion	Action	
<b>1 Welcome</b>		
1.1 Casual vacancies: President (held open). Casual VP: Debbie Lawson and Leanne McKay self-nominated, seconded by Simone and Kerry. Student Banking Coordinator: TBC	Note	
1.2 Welcome to all new and returning members and to our first general meeting for 2019, many thanks to all who have just accepted a role for 2019.	Note	Note
1.3 As this is the first meeting for the year I thought I'd include some quick q and a's / myth busting for new members that hopefully will highlight how important it is that a school has a P&C association to partner with.	Note	
1.4 What is a P&C Association? – P&C associations exist in almost every public school in NSW, the P represents Parents and the C represents Citizens, associations are school based, volunteer driven organisations of parents, grandparents, carers and citizens – membership is open to everyone	Note	
1.5 What does a P&C do – they provide practical and financial support to our school that in turn provides every Kent Rd student with extra resources, we also provide reliable, volunteer based services for our school community such as our uniform shop, student banking and book club	Note	
1.6 What sort of 'extras' do P&C gifted funds provide for every Kent Rd student – in the past P&C funds have provided air conditioning, interactive white boards, lap tops and ipads, robotic and coding kits, reading resources, outdoor furniture and playground resources, an additional demountable classroom and gifted funds also used annually to assist with the transport costs associated with the swim school	Note	
1.7 How can you be involved – the easiest way is by doing what you have done tonight, attending a meeting and becoming a member, being an active, informed and involved school community member who reads newsletters, is part of a class contact list, volunteers when able etc	Note	
1.8 Myth 1 – Our P&C has enough volunteers, the old saying many hands make light work is true and new members are always welcomed, as our school continues to grow our P&C also needs to grow to meet increasing needs	Note	
1.9 Myth 2 – I can't be a part of P&C as I work and it's just for mums – many of our P&C team, including myself, balance work and volunteering, there are many ways that people can be involved and the commitment only has to be as much or as little as individuals can manage. P&Cs are about a school community and we welcome everybody and always have – I'm really proud that over many years we have had mums, dads and grandparents as members!	Note	

Discussion	Action
<p><b>2 Confirmation of previous Meeting Minutes</b></p>	
<p>2.1 Minutes for last General Meeting approved Pieta Carroll seconded by Debbie Lawson.</p>	<p>Approved</p>
<p><b>3 Business Arising</b></p>	
<p>3.1 Nil</p>	
<p><b>4 President's Report</b></p>	
<p>4.1 Just wanted to provide specific thanks to all outgoing 2018 coordinators who have volunteered their time throughout the holidays and the start to Term One at Kent Road</p>	<p>Note</p>
<p>4.2 Thank you to uniform shop coordinator Kate, support coordinator Fran and the team of school community volunteers for the additional opening hours to start the term and the extended hours driven by customer numbers</p>	<p>Note</p>
<p>4.3 Thank you to treasurer Rhatih and Kate again for the financial record keeping and reconciling completed as part of the audit process throughout the holidays as well as their cooperation and communication via email with each other and myself to complete the process.</p>	<p>Note</p>
<p>4.4 For those who may have missed the announcement late last year, extra 'kiss and ride' spots will be created at our school as part of the upgrade of our school. Our local member has announced that additional spaces will be available within twelve months of the completion of the upgrade, ensuring that traffic congestion will be reduced and student safety increased. The logistics of the new 'kiss and ride' are still being finalised.</p>	<p>Note</p>
<p>4.5 In relation to the second Community Building Partnership grant announced last year, I have submitted all relevant paperwork with the exception of an approval from the Assets Management Unit being obtained by our School Principal, once this is submitted funds will be released into the main P&amp;C account and I will contact the team from Get Kids Cooking to order our second Kitchen Kart.</p>	<p>Note</p>
<p>4.6 P&amp;C Day is held annually on the first Wednesday in March, which will this year fall on Wednesday 6<sup>th</sup> March – the efforts of NSW P&amp;Cs now raise over \$54 million each year and that figure doesn't even count the voluntary hours donated by caring and committed parents and community members – so save the date and give yourselves a small pat on the back.</p>	
<p>4.7</p>	<p>Note</p>
<p><b>5 Treasurer's Report</b></p>	
<p>5.1 As of 11/2/19, the bank balances are as follows:</p>	

Discussion	Action
<p>Uniform Shop account: \$31, 265.25 Main P&amp;C account: \$159,227.73</p>	<p>Note</p>
<p>5.2 A reminder that Expense Reimbursement forms can be used to request upfront payment for expenses, not just to reimburse expenses afterwards.</p>	<p>Note</p>
<p><b>6 Principal's Report</b></p>	
<p>6.1 Busy start of 2019. 2019 is the year of change. 32 classes and just on 800 students. In 2013, KRPS had 16 classes. School has doubled in size.</p>	<p>Note</p>
<p>6.2 Mr Harrison leads mentoring program for new teachers</p>	<p>Note</p>
<p>6.3 Ms Hamilton on sick leave.</p>	<p>Note</p>
<p>6.4 All students in new classes from lunchtime day one.</p>	<p>Note</p>
<p>6.5 Parent info nights next week (K-2 Monday, Primary on Tuesday)</p>	<p>Note</p>
<p>6.6 2019 initiatives: iPlay (program from ACU and Newcastle). Ms Hossack leading that program. Program encourages movement. Will start in the next couple of weeks.</p>	<p>Note</p>
<p>6.7 Maker model project. Up to 8 teachers to be trained for the maker model project. School to be provided with 3 x 3D printers. Dovetails nicely into STEM work KRPS started last year.</p>	<p>Note</p>
<p>6.8 School building project: initial stage of pop-up school has gone smoothly. A credit to teachers and assistant Sean that school was ready on time. A lot of positive feedback from parents.</p>	<p>Note</p>
<p>6.9 Next stage is early works of the build. No date as yet, but will start soon. Next week new gates will be operational.</p>	<p>Note</p>
<p>6.10 Early works: playground space and entry to the school impacted. BUT kids have coped really well with changes to school so far.</p>	<p>Note</p>
<p>6.11 This week is road safety week (week 3 and week 8). Ms Waddell: posters and other supporting material. Every fortnight messages in the newsletter emphasizing road safety.</p>	<p>Note</p>
<p>6.12 Purchased a lot of outdoor equipment (especially for K-2). Sports equipment to be ordered once access to green space area in the school is confirmed.</p>	<p>Note</p>
<p>6.13 Chinese Dragon workshop: 45 mins workshop to raise cultural awareness.</p>	<p>Note</p>
<p>6.14 Swimming &amp; PSSA: swimming carnival in a week's time at Dense Park. Years 3-6 able to compete in competitive and novelty races. Handful of Year 2 kids who qualify due to age and swim ability</p>	

Discussion	Action
<p>also included. Yeah 6 kids may overflow to other side of pool (where parents are). Pop up tent will be available for the swimming carnival to provide shade for Year 6 kids.</p>	<p>Note</p>
<p>6.15 PSSA starts this Friday for participants in Years 3-6.</p>	
<p>6.16 Best start (Kindergarten): Started on Friday. All online this year. Reports will come out a lot quicker. Teachers need 3 days off class to complete. Similar questions to other years.</p>	<p>Note</p>
<p>6.17 Band information night: senior band 28, intermediate band 30-ish joined. Band starts this week.</p>	<p>Note</p>
<p><b>7 Events Team's Report</b></p>	
<p>7.1 Future events TBA subject to availability of the hall (based on school renovation schedule).</p>	<p>Note</p>
<p>7.2 Question of storage within the school still unresolved. We should know more by next meeting.</p>	<p>Note</p>
<p><b>8 Class Parents Coordinator's Report</b></p>	
<p>8.1 IT to send out invitations for people to nominate as class parents by next Tuesday.</p>	<p>Note</p>
<p><b>9 Uniform Shop Coordinator's Report</b></p>	
<p>9.1 Fran confirmed that Uniform Shop is very busy! Running out of storage too.</p>	<p>Note</p>
<p><b>10 Book Club Coordinator's Report</b></p>	
<p>All 32 classes now entered into the Book Club system. LOOP is all set up and ready.</p>	<p>Note</p>
<p><b>11 Other Business</b></p>	
<p>11.1 List of after school activities on the KRPS website. Activities prioritised that kids enjoyed and offered value for money for parents. The list of activities on the website is constantly changing.</p>	<p>Note</p>
<p>11.2 YMCA at ELS Hall Park offering free basketball session for schools. KRPS to investigate.</p>	<p>Note</p>
<p>11.3 Email received from Edith Van Rompay confirming her family have arrived in Brussels and are all covered up against the weather.</p>	<p>Note</p>
<p>11.4 Next meeting: Monday 18 March</p>	<p>Note</p>
<p><b>12 Meeting adjourned: 9.10pm.</b></p>	