

O'Connell Public School P & C Association Minutes

08.02.2022, 7:30pm, meeting via Zoom

All agenda items are to be notified to the Secretary or President two weeks before the meeting and, if required, accompanied by a written report, and a written proposed motion.

Our Parents and Citizens Association aims to improve the academic, social and emotional outcomes of students regardless of a student's ability, race, gender, religion or socio-economic status.

President reads out:

For the remote meeting, parents online are asked that no children are present for the P&C meeting as sensitive matters may be discussed, and please have microphones muted unless you need to speak.

1. WELCOME AND PREVIOUS MINUTES

Meeting open at 7:34pm.

1.1 **Welcome and opening remarks –**

1.2 **Present** – Mitch Hardy, Claire Elbourne, Lian Wong, Stina Ivers, Aaron Faulds, Shana Read, Mel McKellar, Nick Hudnott, Tass Hyde, Louise Prowse, Jen Precians.

1.3 **Apologies** – Trish Forsyth.

1.4 **Approval of Minutes of previous meeting 23.11.2021** – Approved by Claire, seconded by Stina.

2. PRIORITY BUSINESS

2.1 **P&C Admin**

2.1.1 Jess Taylor apologises that she needs to resign from her role as President. Thanks to Jess for all her great work over the last year.

Claire Elbourne (currently one of the Vice Presidents) has offered to take the role of President, which was approved at the meeting. A new Vice President is now required, as the Constitution requires two on the Executive Committee.

2.1.2 **Audit** – Financial review letter from Advise Accountants (Bathurst) for October 2018 – May 2021 accepted by P&C Federation as sufficient for insurance to be valid. Full audit for the period 1 April 2021 to 31 March 2022 recommended by Shana, with a suggestion to use Madden Partners in Orange as we have been in contact with them previously.

- 2.1.3 The P&C request an estimate of school's anticipated expenditure for 2022, so we can put together a budget.
- 2.1.4 Student Accident/Injury Insurance – P&C to send information to school to include in newsletter and for Mitch to run survey at pick-up. Lian to draft up questions for the Executive Committee to review, then send to Mitch.
- 2.1.5 Claire would like to introduce the idea of 'Attitude of Gratitude' and suggested a poster in classrooms for kids to write down what they are grateful for say once a week. Mitch agreed this would tie in well with the Mind Time program already being run with years 3-6, and will work with Claire on the best way to implement this idea.

2.2 Fundraisers/events

- 2.2.1 Motorcycle Club Morning Tea –
 - Saturday 9 April 2022.
 - The P&C have been requested to host a light morning tea for approximately 40 motor cyclists, arriving 10am and leaving at 10:45am.
 - Rally Convener Ian Wood (0414 556 677, iangeraldine1@gmail.com) will confirm numbers and pay a week beforehand.
 - The Church Hall suggested as a venue – P&C to contact Tim Fogo.
 - Mel reminded us to allow for the venue hire fee when calculating costs.
 - Post-meeting note: the 2019 event was for 85 people @ \$6 each. Previous correspondence with the Club (2021) advised we would charge \$12.50 each, including sweet and savoury items, plus tea and coffee.
- 2.2.2 Swag Raffle –
 - Haven't yet sold enough tickets to cover the cost of the swag.
 - Other opportunities to sell tickets:
 - Oberon Show – Mel McKellar offered to be the contact.
 - O'Connell v Tarana cricket match – Louise Prowse offered to be the contact.
 - Bunnings BBQ (would be cash only) – Mitch.
 - Offer to send tickets home at pick up for families to sell, if they are interested.
 - Supermarket or shopping centre? Need to check with Centre Management.
 - Agreed to draw the raffle on 1 March 2022.

2.3 Kitchen garden and outdoor kitchen –

- CSU grant funding of \$1000 already paid to P&C.
- Project completion date extended to March 2022.
- Need to discuss tasks to be carried out with Carla; source stainless steel benches (Aaron has suggestions); organise working bee with parents; coordinate with separate grant which Mitch has applied for.

3. REPORTS

3.1 Principal's Report –

Swimming carnival: Being held on Friday 11 February 2022 for 8-12 year olds. Bus in and out will be paid for by school. Drop off as usual. With COVID-safe protocols, parents unable to attend this year. 6 small schools plus Perthville.

Before and After School Care: Shana said they have been amazing and highly recommends their services. Trish wanted to flag that if the service has 15-20 regular students they could run at O'Connell instead of Raglan; and also noted the NSW Government is offering \$500 vouchers - check Service NSW or Department of Education websites for details.

Excursions: The School are in the process of confirming whether the Stage 3 excursion to Canberra is allowed, but will continue to proceed with organising until they are advised otherwise. The School is running a Bunnings BBQ on Saturday 19 February 2022, with stage 3 kids helping and all profits going to reducing costs for families.

Asphalt to driveway being organised by Trish and Department. Around \$40k, with costs split 50/50 between the Department and the School's maintenance budget.

3.2 **Financial Report** (Treasurer) Shana Read –

3.2.1 **Treasurer's Report** – attached. Post-meeting note: confirmed the past amounts owed to/from the School and P&C are balanced (item 3.2.1, minutes from 26 October 2022).

3.3 **Reports from Committees and Representatives**

3.3.1 **Canteen Committee:**

3.3.2 **Uniforms:**

4. **OTHER BUSINESS**

5. **CLOSE AND NEXT MEETING** (Chair) Next meeting Tuesday 8 March 2022, time and format TBC. Meeting close 8:27pm.

Attachments

1. Treasurer's Report