**O’Connell Public School P & C Association**

**Minutes**

9.6.2020 , 6pm, Zoom remote meeting

***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 (Aaron):***

*For the remote meeting parents online are asked to remember P & C Zoom protocols as follows -*

 *Please remember, no children are to be present for the P & C meeting as sensitive matters may be discussed*

 *Please, listen without interrupting and have microphones muted unless you need to speak*

 *We are still developing new protocols for the online Zoom meetings, thank you for your patience*

**Attendees**

|  |  |
| --- | --- |
| **Name** | **Present** |
| Aaron Faulds (President) | Y |
| Melinda McKellar (Vice President) | Y |
| Trish Forsyth | Y |
| Jen Precians | Y |
| Mitch Hardy | Y |
| Carla Parish | N |
| Kathryn Gavey | Y |
| Tass Burns | N |
| Lian Wong | Y |
| Stina Ivers | N |
| Jess Taylor | N |
| Kate Bird | Y |
| Hanrahan family | Y |
| Sally Webb | Y |
| Jac Burns (Vice President) | N |
| Iain Gentle (Secretary) | Y |
| Amy Power (Secretary) | N |
|  |  |

**1. Welcome and previous minutes** (6.00 pm)

* 1. **Welcome and opening remarks** (Aaron)

Zoom meeting protocols confirmed.

1.2 **Apologies** (Aaron) Amy Power, Jac Burns

* 1. **Approval of Minutes –** See Attachment 1
     + Minutes should be uploaded for review.
     + Previous minutes accepted (Jen P, Mel M).
  2. **Business Arising from Previous Minutes** (Chair) - See Attachment 2
     + Pie drive
     + Previous provider of pies for pie drive not available;
     + Discussion of alternatives.

**2. PRIORITY BUSINESS**

2.1 **New P & C constitution**

* + - New constitution approved and adopted.

2.1 **OSHC**

* + - Mel/Jen assessed interest in care;
    - Mel noted that interest for several students expressed, but not clear that there is sufficient interest to justify a grant to sustain the service;
    - Trish also noted previous experience whereby significantly more interest was expressed than materialised when service was available;
    - No further action on after school care at this stage;
    - Trish will contact Department of Transport to check whether a school bus may be possible;
    - P&C (Iain) to prepare a letter of support/request to Department for a bus service to be funded.

2.2 **Outdoor kitchen**

* + - One option for a kitchen design was discussed briefly.
    - Sub-Committee formed for Outdoor kitchen and also rebuild of chicken coup: Aaron, Carla, Lian, Sally.
    - Advertisement to go into Newsletter for further volunteers for the Sub-Committee.

2.3 **Traffic Hazard line up at school**

* + - Mitch Hardy noted that the line-up of cars has improved recently as a result of an earlier end to the day, second pick-up space etc;
    - Trish noted that parents should be told to not send children to return to the school yard to find missing possessions etc.
    - Aaron to remind Sandra of this for notification to parents.

2.4 **Fund raising current status**

* + - Pie drive discussed (above).
    - Other fundraising events on-hold, pending relaxation of COVID-19 restrictions.

**3. REPORTS**

3.1 **President’s Report**  - Trish Forsyth

* + - Three further enrolments, taking total to 76; two more required for school to qualify for four teachers;
    - SAM position has been advertised;
    - Survey on remote learning strategy has been forwarded;
    - 20 minutes per day reading challenge: Trish pleased with outcome: students have been progressing well while at home;
    - Reminder: school TV accessible via website;
    - Paul Toole MP expected to attend school tomorrow to provide funding for sport and recreation ground.

3.2 **Financial Reports** (Treasurer)

* + - Finance Statements as of 9 June 2020 – see Attachment
    - Invoices to be paid:
* Terry James (landscaping): $3,520.00
* LW Reid (Uniforms): $138.01
* Bulbs Direct: $986.25
* PSW: $902.95

Approved for payment: Aaron moved, Mel M seconded,

* Jen noted that the P&C has significant funds to its credit and there would appear to be scope to meet new spending initiatives. The meeting agreed to identify possible initiatives to be raised for funding.
* Kate Bird reported that Harvey Norman has agreed to honour a previous quote for a dishwasher ($1389). Oberon Council may meet some of this expense (to be confirmed).
* Trish noted that a number of new families have noted the expense of new apps for student education. Agreed that the P&C will provide an iTunes card for value to assist with these costs. Trish to confirm value of relevant apps.
* Jen noted a challenge in confirming source of money entering the P&C bank account and proposed establishing a process for reconciling student uniform orders. Discussed use of emails, and the P&C email address, to record details of uniform orders to aid reconciliation of orders/payments.

3.3 **Reports from Committees and Representatives**

* Canteen Committee
* Dishwasher report above.
* Question re use or reusable bags.
* MM on hold for now.

3.4 **Correspondence**

* 20 May 2020 email re Oval Project, confirming that the project has been signed off and closed.

**4.**  **OTHER BUSINESS** (Chair)

* Digital space for P & C Storage of documents. Google drive and Microsoft Teams were discussed as possible options. Agreed to give further thought to this subject before next Committee meeting.
* Mitch reiterated that feedback on the remote learning program would be greatly appreciated for future reference.

**5. CLOSE AND NEXT MEETING** (Chair)

* Meeting closed at 7.33pm.

**Attachments**

1. Minutes of previous meeting

2. Treasurer’s report