

# O'Connell Public School P & C Association Minutes

1.6.2021, 7:30pm, 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 (Jess):**

*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*

## 1. WELCOME AND PREVIOUS MINUTES

Meeting open at 7:37pm.

1.1 **Welcome and opening remarks** (Jess Taylor) –

1.2 **Present** – Mitch Hardy, Jess Taylor, Stina Ivers, Kate Bird, Pat Bird, Aaron Faulds, Jen Precians, Lian Wong, Mel McKellar, Sal Webb

1.3 **Apologies** – Claire Elbourne, Shana Read, Trish Forsyth

1.4 **Approval of Minutes of previous meeting 4.5.2021** – Approved by Stina, seconded by Jess.

1.5 **Business Arising from Previous Minutes** (Chair) –

## 2. PRIORITY BUSINESS

2.1 **P&C Admin/Handover**

2.1.1 Audit: Jen will get paperwork back from Shana then hand over to the auditor.

2.1.2 Changing bank account signatories: Commonwealth account changeover complete. Agreed to leave Greater Bank account signatories as they are for the time being.

- 2.1.3 P&C annual budget: Sal noted the P&C had previously committed to a set amount of ongoing funding each year, but Mitch advised this was no longer necessary as the school had been successful in obtaining grant funding. Jess and Shana to compile list of current commitments.
- 2.2 **Oval/path work** – Trish/Mitch/Marianne to confirm original quote for the path. \$3,500 rolled over from original oval grant. P&C have paid progress payment of \$5,000 (May 2021). Jess/Shana to confirm amount P&C have committed in total.
- 2.3 **Sock Fundraiser** – Started today. Jess confirmed the orders don't need to be back by a specific date as she is currently holding the stock.
- 2.4 **Ray White Clearing Sale BBQ** – Saturday 5 June 2021 @ 'Bundilla,' 3697 O'Connell Rd. Sausage Sandwiches and bacon & egg rolls, prices TBC. Pat Bird donating bottled water for sale. Jess arranging volunteers for 2 shifts: 9:30 - 12:00pm and 12:00 – 2:30pm. Numbers TBC. Stina and Jess will pick up food on Friday afternoon. Jess has replaced supplies, will send through request to committee to get costs covered – tea, coffee, sugar, plastic storage containers, trestle tables etc.
- 2.5 **Trivia Night** – Friday 10 September 2021 @ Kelso Hotel. Jess has drafted up letter to send to businesses in Bathurst and Oberon requesting donations for Trivia Night and Fish River Festival. Will finalise details end July/beginning of August.
- 2.6 **Motorcycle Club Morning Tea** – Saturday 27 November 2021 @ Church Hall. Morning tea for approximately 40 riders, \$12.50 per person. Numbers to be confirmed in October. P&C to arrange volunteers to prepare sweet/savoury foods, and volunteers to help on the day. Nothing to be done at this stage - revisit in October.
- 2.7 **Fish River Festival** – date TBC. Trish will organise meeting with Lionel (pub) after June OVCG meeting.
- 2.8 **Pie Drive** – to be discussed at next meeting.
- 2.9 **Grant applications** – will find out whether we have been successful with CSU grants mid-June.
- 2.10 **Sports uniforms change** – no change proposed due to red tape.
- 2.11 **School bus** – agreed to continue using Kelso's bus as needed.
- 2.12 **After school care** – follow up with Trish at next meeting.
- 2.13 **P&C meeting format/time** – Mitch offered to run a survey at school pick-up on a Wednesday using the school's subscription survey app. Suggested questions (to be confirmed with Jess):

- Would you attend: a) a face to face meeting, b) a virtual meeting only, c) a mixture of both
- Would you prefer to attend a meeting: a) during school hours, b) straight after school, c) evening (e.g. 6pm or 7:30pm)

2.14 **Student Accident/Injury Insurance** – School’s insurance only covers accidents/injury resulting from negligence, however it does include ambulance cover for school-related activities including excursions.

Lian found two options for additional student insurance and will email information to P&C for review/comment:

- Accident & Health International (AHI) as advertised via the P&C Federation: \$4.37 per student x 81 = \$354 annual premium.
- EBM StudentCover Personal Accident Insurance: \$9 per student x 81 = \$729 annual premium. (Alternatively, same cover is available for individuals for \$29/year).

Clarify what additional student accident/injury insurance would actually cover. Many families may already be covered by private health insurance. Aaron is keen for families to have input. Suggestion to collate a summary of what insurance would cover and include in school survey.

### 3. REPORTS

3.1 **Principal’s Report** – given by Mitch on behalf of Trish, who is away at Forest Day training.

- O’Connell PS have offered to host Bathurst Small Schools term 3 staff development day on Monday 12 July. Trish suggested a fundraising opportunity for catering morning tea and lunch at \$30 per person (e.g. slice for morning tea, and 2 options for a stock pot lunch e.g. butter chicken). Approx. 20 teachers from 6 schools. P&C have agreed – need to confirm dietary requirements, and whether serving is required or just supply.
- NAPLAN was completed online for the first time. Waiting for results to come back early next term.
- Midweek Masterchef – based on the last 5 weeks, the average budget is \$150 per week to feed half the school at a time. The school has found the engagement is very valuable both in kids cooking and trying new foods, and they would like to continue through term 4. The P&C agreed to commit \$5,000, which should cover terms 2, 3 and 4. The school orders from either Woolworths or Coles depending on which is cheaper. P&C to investigate whether Woolies and/or Coles will donate to support Midweek Masterchef in return for acknowledgement in the newsletter. (Side note – both donated gift cards to Trivia Night previously when children were sent in with a letter.) Noted the emphasis is on trying new foods so kids shouldn’t feel pressured to eat all the food if they don’t want to.

### 3.2 **Financial Reports** (Treasurer) Shana Read –

#### 3.2.1 **Treasurer's Report** of 4.5.2021 – see Attachment 1

Payment of \$330 for Kitchen Garden membership proposed. Approved by Stina, seconded by Lian.

Discussion on the Melodrama – when was the last time it was held, should we hand back the deposit? P&C are holding funds as a favour so Sal recommended just letting it sit on the side as per the existing arrangement. We need to add interest to their figure – Shana to calculate. Previous Melodramas have raised \$25k.

### 3.3 **Reports from Committees and Representatives**

3.3.1 **Canteen Committee:** From Kate and Tass - Big thanks to all parents who have volunteered their time for Munchalicious Monday and Canteen. We really appreciate it and it's so great for the kids. Hoping to fill next term's roster as quickly as possible so think about your availability for next term. Children have been really enjoying the MM meals.

Discussion of moving MM orders online. This can be done via Sentral next year. Noted cash is good because it allows parents to buy supplies for the following week (can't use debit card). Jess will see if Bernadi's can set up an account for MM. No objection to term orders being made via direct deposit, as long as parents are happy for the child's payment to be a donation if they are away on the day. Jess/Shana to follow up.

Lian requested current canteen menu/prices be included in the next letter, as Dyaine mentioned he was making sausage rolls bigger and increasing the price.

3.3.2 **Uniforms:** Donna has requested increasing the price of jumpers from \$25 to \$30 and school bags from \$56 to \$60 as costs have risen. Approved by Sal, seconded by Stina.

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

4.1 School photos – Trish has asked Jen to do photos again. This was run as a fundraiser last year. All agreed to run the same way. Jen noted magnets would be added as an optional extra, and names will be added to bottom of class photo. Trish requested winter uniform this year, and proposed week 2 term 3. Last year photos were charged at \$15 per child, and the cost was approx. \$7.20. Jen will review costs for this year.

5. **CLOSE AND NEXT MEETING** (Chair) Next meeting Tuesday 27 July, time and format subject to survey. Meeting close at 8:33pm.

## **Attachments**

1. Treasurer's Report (1.6.2021)