

# Pacific Palms Public School P & C Association

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## Minutes of General Meeting

The P&C General Meeting held on

**Monday, 24 February 2020 at Recky. Meeting Opened 6:38 pm**

1. **Welcome, Attendance, Apologies: Jodie Dries, President**
  - a. Meeting opened 6.38pm
  - b. Present: Jodie Dries, Mel Merchant, Mel Robins, Teresa Evenden, Megan Cooke, Lexi Smith, Cath Bennett, Anna O'Meara, Katrina Gray, Brenda Hill, Juliet Miller, Kerrie King, Sarah Downs
  - c. Apologies: Henry Joyce, Lyn Wood, Mel Shoesmith, Rachel Walker, Lori Salt
  - d. New Members: Welcome to Mel Robins and Teresa Evenden
  
2. Minutes of previous P & C AGM and General Meeting
  - a. Acceptance of the Minutes of both meetings held 25 November 2019  
**Moved: Jodie Dries** **Seconded: Lexi Smith**
  
3. Correspondence in:
  - a. A vast array of Mothers' Day Gift catalogues and Fundraising brochures tabled by Sarah Downs
  
4. **Reports:**
  - a. **Jodie Dries:**
    - Mel Shoesmith has asked for \$200 worth of Bunnings Vouchers to assist with the Green Team running the school garden (which supports the canteen). Members agreed that the P & C will fund this and Jodie will organise the vouchers.
    - Jodie reported that Mel Smith, who is organising school shirts, has advised that these will be delayed because of the coronavirus. There is no ETA for delivery nationwide, but she did offer to air freight them (once they are available to come to Australia) for an extra \$3.50/shirt. Members voted against this and we will wait until they can be sea freighted. An alternative solution was discussed, whereby we have a uniforms seconds stall in the canteen, so students can buy second-hand shirts.

- We have sold out of some sizes in hoodies and they have been ordered and were meant to arrive last week, but didn't – Lexi expects them soon (they are locally made).
- Jodie asked Mel Merchant about a school wish list for P & C funds and Mel advised she has one in her report.
- Jodie raised the issue of soap in toilets as there are several reports of soap running out. Jodie advised P & C will pay for soap in toilets and Mel Merchant agreed that the school will order / pay for soap and P & C will reimburse school for soap.
- Mel Merchant also advised that the school supplies soap and hand towels in each classroom.

**Moved: Kat Gray**

**Seconded: Megan Cooke**

**b. Treasurer's Report:**

- Profit and Loss Report for last quarter tabled in Henry's absence
- Mel asked what is the net profit from the fete (Henry?)
- Has Henry got audit from Di Ellis' sister? (Henry)

**c. Principal's Report (attached and additional points below):**

- Mel Merchant advised that the school/teachers have been working on a wish list for P & C funds spending. She wanted to know if the P & C are happy to provide a lump sum for the school to spend on the highest priority items or whether they need to approve every item one by one through the P & C. It was voted that the school are given a lump sum to spend as they see fit. Many of the items at the top of the list focus on writing as there has previously been a heavy focus on reading.
- As the net profit of the fete was not known at meeting, the P & C agreed to give the school a lump sum amount of up to \$10K to spend as they wish. And if more funds are available beyond the \$10K, we will discuss that separately.
- Jodie suggested that the school make it public (e.g. FB page) as to what they are buying and that items were purchased from the proceeds of the fete.
- One of the items on the wish list is board games for indoor play and Megan suggested second-hand educational games are donated to the school. Mel Merchant agreed, but only if they are in very good condition and complete.

**Moved: Brenda Hill**

**Seconded: Sarah Downs**

**Other points made in Mel's report:**

- 288 kids – 11 classes (Staff List attached)
- The school will undergo External Validation In June, a process that will take place every 5 years by a panel of 2 people, under the School Excellence Framework
- Mental Health and Wellbeing Expo – 1 x staff and 1 x P & C may attend? P & C member comes back to report at a meeting. Please let Mel know if you are

interested in attending. Others have found it very worthwhile in the past. P & C can pay for course costs, but not travel/accom/expenses.

- Mel Merchant asked if P & C Letterhead should be renewed. **It was suggested that we use a design based on what Henry did for the Fete posters (Henry?).** Or we could run another competition. Most were in favour of a competition as the kids enjoy participating.

**Mel's Report moved: Megan Cooke**

**Seconded: Jodie Dries**

**d. Canteen report:**

- The new canteen is great, but very hot. Lexi thinks the oven is not venting properly and instead going through the cupboards and back into the kitchen. The windows can't be opened as they have been painted shut. Recently a volunteer left as it was too hot and she became sick.
- Lexi reported volunteer numbers are up and she's not sure why.
- Currently there is not enough power for air-con in the canteen, but things will change as classroom air-con is rolled out in the next 6-12 months and power becomes available.
- Centrelink won't provide volunteers for canteen as they are looking for paid work.
- Lexi is working on Harmony Day Friday 20<sup>th</sup> March with Amy - possibly dim sims and fried rice. It was decided we will not have a cake stall at Harmony Day. However Lexi needs extra volunteers for meal deal.
- Do grandparents need working with children certification? Mel Merchant to find out.
- Lexi also asked about the Easter Raffle which is 3 baskets (1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup>) to be drawn at the Easter Hat Parade Thursday 9<sup>th</sup> April. Jodie agreed to organise 3 baskets for raffle.
- We need someone to organise the Mothers' Day raffle?
- **The question was raised if we can buy raffle tickets on the Qkr App? (Henry?)**

**Moved: Jodie Dries**

**Seconded: Kerrie King**

**5. General Business:**

- a. Mosquitos at school: The issue of mosquitos at school was raised as well as whether we need further pest control. It was advised that pest control was carried out in the last week of the Summer holidays and it is becoming less of a problem now that the water on the side oval has subsided and especially when the council clean out the ditch. Mel Merchant was not keen to spend more money on mosquito control, but she would like to invest in anti-mosquito native trees, such as citronella, basil, lavender, etc. She also suggested reminding children to put repellent on before school as teachers are unable to do that. She noted that the mosquito situation has already improved this week.
- b. Megan Cooke presented Oz Harvest program:

- The program for Years 5 & 6, which normally costs \$1500 but is free as Oz Harvest have obtained funding, focuses on healthy eating and minimising food waste as well as other sustainable methods. It is similar to the Stephanie Alexander Program, but can be implemented in the classroom with an electric frypan, etc, and goes for 7-10 weeks. It fits in with the school STEM curriculum and the students develop a cookbook over the course of the program.
- Teachers can do 3 hours of online training or face to face (Newcastle) to implement the program. School needs \$300 budget for actual food (or Aldi/Woolworths/Coles donations, etc).
- Mel Merchant asked how long they are offering this to schools (as a free program) and how many classes can it cater to? Megan will check this. Mel Merchant is concerned about how to fit it in as the first 2 terms are fully booked and there are other big commitments in Term 3 and Term 4 such as the musical and Canberra Excursion.
- Kat added that kids' health is a big/serious issue in terms of what we eat, what we waste.
- Mel said we're a Healthy Choices school and they have done an audit and are coming to the school to push healthy eating and less packaging. There are other programs in place around gardening/healthy eating/waste such as the Green Team (who are trained and then lead the school in all things green), Home Base (who came to the school to teach a select group about healthy eating/cooking last year) and the grant Anna O'Meara has organised for another school garden.
- Megan suggested a P & C sub-committee for sustainable ideas and implementing a smaller footprint. She thought that ideas could be run by a sustainable committee who come up with initiatives on implementing things more sustainably.
- Brenda asked when delivery date is for garden. Anna advised we have received the money and we are looking at space but there is no deadline. Anna will talk to Mel Shoemsmith so we don't step on Green Team's toes and ask for her opinion on how to weave the garden into what is already going on .. or to further support Mel.
- c. Brenda advised on grants.
- Firstly there was a delay with getting the playground grant money in, but the full amount of \$79,950 will soon be deposited into the bank account. (Henry, can you please look out for this and advise when it hits the account?).
- Brenda also advised Mel Shoemsmith to follow up on a Marine Parks Sustainability Grant (maybe in line with Take 3 for the Sea) which has to be submitted by the end of February. This grant could go towards wages and the P & C can endorse it.
- Brenda also advised on other grants that are underway such as: Netball Courts on Boomerang Drive; the Skate Park at Smiths Lake; Naidoc.
- She is also working with Lyn Wood on a grant for Kids to Farms with the Dept of Agriculture for kids to visit working farms (due end of month).

- And lastly Brenda is looking into grants for Arts Festival (for Writers Festival).
  - d. Sarah suggested a move away from Made In China Mothers Day Gifts (landfill) to a more sustainable gift with input from the children such as bees wax paper wraps. We can either get a facilitator at around \$9 per child who comes for 4 days and each child makes a wrap or we can roll it out with volunteers. Mel Shoemsmith has a grant for beeswax wraps at school, but has confirmed that we won't be stepping on her toes. She has also offered us a Friday to teach volunteers how to make the wraps (\$3 per child if we go with volunteer option). Sarah can source material for all children (free) and Kat has offered to cut it into 25cm x 25cm squares with pinking sheers. Anna will source fabric pens so that teachers can get students to write/draw mothers day messages on the cotton squares in art class. Jodie was concerned about getting enough volunteers but Mel Shoemsmith, Kat, Megan, Cath, Brenda and Sarah have put up their hand to facilitate .. and perhaps we can involve year 5/6 in the process if we use spare classroom, electric cooker, etc. There was also concern that there were no other options, except a donation to the Women's Shelter, as the beeswax wrap may not be for everyone and there is still a box of leftover mothers day gifts in the shed, but as it is labour intensive, we agreed to go ahead with these 2 options alone. It was also mentioned that the P & C organises Mothers & Fathers Day presents as a service, especially for kids that have no other way to buy a gift for their parents. In cases where children aren't given \$5, the P & C absorbs the cost.

**e. Recky Raffle**

Sarah tabled Recky Raffle Roster and Jodie advised she would do Friday night 13<sup>th</sup> March. Cath and Chris will do 18<sup>th</sup>/19<sup>th</sup> April and Mel Robin / Teressa to do 26<sup>th</sup> April, although some members thought Saturday 25<sup>th</sup> April will be more lucrative. Sarah will provide instructions on how to do the raffle.

**f. Art Festival**

- Cath advised Youth Art Festival will be 30-31 May and Adult Art Festival will be 5<sup>th</sup> June (opening night) and 6-7<sup>th</sup> June. Hopefully Shara will come on board to recruit volunteers – prep/door/raffle tickets, etc. Cath is currently waiting on confirmation of a Judge and all is going to plan with \$700 sponsorship so far. Cath asked Mel for teachers' help on opening night and Mel has agreed to introduce Youth Art Festival on Saturday and the Adult Art Festival on opening night.
- There was talk of using some of last year's profit to fund an Arts program – Artist working alongside a teacher to teach art which would upskill the teacher and give children exposure to an artist. Last year they raised \$12K and so they were going to put forward \$8K towards this program.
- The Art Festival expanded to incorporate Lakeview Gallery and Arts Trail as well as the Writers Festival (end of June at Moby's). They need help with social media

and media releases. Many people suggested Rachel Walker. Mel said they're happy to advertise through school.

**g. Mufti Day**

The school to decide, but not required this term with Harmony Day and Easter Hat Parade.

- h. Jodie advised she wants to organise a disco in Term 4 and Mel said there is already a disco following Year 6 Graduation (for Yrs 3 – 6) and a disco for K-2 in school time at the end of the year, so she suggested early Term 4, however end of Term 2 is also a possibility.

**Meeting closed 8:44pm**

**Next P & C Meeting Monday 25<sup>th</sup> May 6.30pm at the Recky**

***N.B. Meetings are now only once a term and all items for the meeting need to be added to the agenda 7 days before the meeting (or more), via email below.***

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