



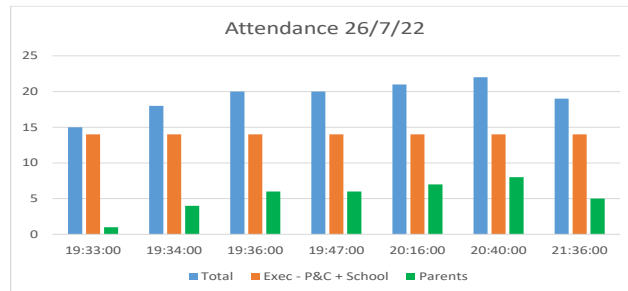
General P&C Meeting Minutes
 Tuesday July 26th 2022
 7.30pm via Zoom

Welcome and Administration

- Welcome and Acknowledgement of Country
- Attendees and apologies

President - LH

Present – Peak 22 persons
 P&C Exec: LH, DH, MG, OL, MC, DW, KI, AM + associates
 LD & LB
 School Exec: GH, ST, AM, AD
 No Apologies



- Adoption of previous minutes Adopted DH
 Seconded AD

Note: where appropriate comments in chat may be appended in minutes at relevant positions.

Item	Issue/Topic /Updates	Responsibility
1	<p>Major Fund Raiser Colour Run</p> <ul style="list-style-type: none"> • This event is 6 weeks away. <p>LH – Stated the Colour Run is the main fundraiser and requested volunteers again to run it. If we can't get volunteers we can't run it and that means a loss of ~\$36k in fund raising</p> <p>GH – Commented on the C19 restrictions, but we continuing planning in the assumption that it can still be run. Adjustments may be required depending on C19 rules and the water activities may be of concern in this context.</p> <p>19:42:26 From Dionne White to Everyone: Can we confirm the date for everyone Laura?</p> <p>19:42:43 From Angela Davidson to Everyone: Tuesday 6th Sept</p> <ul style="list-style-type: none"> • Fund Raising AM + LH are using an online platform to raise funds. • Obstacle course LH – Explained that the obstacle course is the preliminary to main Colour Run course. It is set up on Paraweena Res. It 	Laura Halliday



	<p>is possible to use some of the school equipment to set up and extra ideas are welcome. The co-ordinator communicates plans to volunteers. Volunteers can join via the WhatsApp group.</p> <p>DW has volunteered to run the obstacle course.</p> <ul style="list-style-type: none">• Sponsorship-Advertising AM – Volunteer drafts a letter which is sent to local businesses asking for their support, with some advertising potential. Historically Bunnings and Office Works have supported. Some of the sponsors require the letter to be hand delivered (Office Works). OL has volunteered to do this supported by AD.• Iceblocks LH – the iceblocks person hands out goodies from the canteen and also head bands. AM – Inquired with Nadine who has done it before, and has agreed to do it again. ST – Liaises with the school canteen for supply of these items, usually as a donation.• Photographer DH - Agreed to take pictures on the day assisted by AD. AM – Inquired about who can be photographed as previous images were not used. AD – Has to be confirmed as there were problems last year. GH – video made last year was good, but the ongoing problem is permission to publish. AM – Asked the extent of the permission to publish issue. GH – a number of students don't have permission to publish and live videos are problematic. LH – Recommended that a permission to publish be placed on the entry form. GH – Commented that videos take time to review as well for children without permission. However he said that a school family was liaising with them to look at AI facial recognition software that could allow faces to be blurred out. A comment was made that kids not allowed to be imaged have ID arm bands or the like. DH – Any ID needs to be clearly visible to the photographers. AM – Said that rather than pure live video, they use photomontages to create a video. LH – Suggested maybe kids wear coloured shirts. GH – Stated there are rules related to retaining photos and seven days is nominally the limit. Also mentioned issues with singling out children.	
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	<p>LH – Suggested committee to discuss a model for this situation. GH – Suggested that getting the majority of the parent body be sought to give permission. AM – Anyone who wants to join the committee is free to help. MG – Potentially use the P&C committee children for photos AD – Reviewed school records and reported 56 children without permission to publish. No class has more than four, and many classes have full permission. Suggested to use the full permission classes which could be identified. AM – Suggested that non-photo children run separately to main class groups. GH - Reiterated that the school doesn't like singling out children and in this case those who don't have permission. ST – Agreed to talk to canteen about iceblocks and also supply of ice for the eskies to keep them in. LH – Mentioned \$5 entry fee, separate to any fund raising.</p> <p>The cost of head bands came up. From chat, 19:59:38 From Angela Davidson to Everyone: Was a headband included in the \$5 entry fee per child? 20:00:08 From Angela Davidson to Everyone: The headbands also look good in the photos 😊 20:00:34 From Suzy Lee to Everyone: something like \$2000 20:00:35 From Karen Isais to Everyone: Think it was over \$2k 20:01:42 From Karen Isais to Everyone: Was \$2681 for headbands.</p> <p>Motion was put to the meeting that headbands be approved for purchase. This was decided not to be held over time is short. AM – Mentioned there are still some left over. The President requested \$3K be set aside. Vote – Yes 14 votes, no noes so passed.</p>	
2	<p>P&C Container</p> <p>LH – Explained the situation with regards to posting on Marketplace which the school can't do. MC – Will post on Marketplace. GH – School can assist with people to show prospective buyers the container if no P&C people available. MC – Asked about the value to post.</p>	



	<p>AD – Have done research on this and suggested \$2k. P&C notes that the container leaks so any offer near to the requested price to be considered.</p>	
3	<p>School Disco</p> <p>LH – Very successful. Kids had a great time. Canteen was sold out. Raised >\$5k less costs. Another disco will be held later in the year. Many learner volunteers were embraced in this event. Suggested a third disco be considered this year in addition to the early T4 one.</p> <p>20:05:31 From Angela Davidson to Everyone: It was a lolly fair with a side of disco! 🥰</p> <p>20:06:17 From Angela Davidson to Everyone: Big thanks to Alison, Michelle & Jade & Mardi for all the set up etc.</p> <p>20:06:28 From Karen Isais to Everyone: Made \$5290 after expenses.</p> <p>MG – Suggested there won't be event fatigue this year because of shortage of events (Sec Note: relative to the previous two C19 years).</p> <p>20:07:09 From Dharmesh Joshi to Everyone: when are the pics of the disco coming out?</p> <p>Sec note: The photos taken are dependent on school policy.</p> <p>AM – Second disco, Halloween in Oct/Nov.</p> <p>20:07:16 From Shanna Day to Everyone: Halloween disco</p> <p>20:07:17 From Laura Duselis to Everyone: Great idea</p> <p>20:07:26 From Angela Davidson to Everyone: Kids loved it. I think another one would be great.</p> <p>20:07:53 From Lucy Biro to Everyone: Halloween sounds great. We have a lot of the Haunted house stuff!</p> <p>20:08:13 From Evelyn Irving to Everyone: Love that idea!!</p> <p>DW – Suggested that a BBQ was a possibility at disco to help parents with food since the times overlap dinner time.</p> <p>20:09:04 From Angela Davidson to Everyone: Love the dinner idea.</p> <p>20:09:18 From Lucy Biro to Everyone: Is there a date set?</p> <p>LH – Asked ST if there are any spare dates that a 3rd disco could be held.</p>	



	<p>ST – Asked if a Thursday was ok again. LH – Commented it was good on a Thursday. AM – Said not 31/10 which is a Monday and the actual date of Halloween. ST – Listed all the upcoming events which are many. ST – After the Colour Run? 20:10:41 From Angela Davidson to Everyone: What about Thursday 27th October in Term 4? LH – Disco in T4 around Thursday 27/10/22? 20:11:03 From Angela Davidson to Everyone: A pre-actual halloween disco. 20:11:13 From Lucy Biro to Everyone: What about a Friday night? 20:12:53 From Lucy Biro to Everyone: I know a few kids who have never been to a disco as they have usually been the Thursday. GH – Staff are not likely to be available on a Friday. LH – Date to be held over for a later meeting. Sec Note: No decision about a third disco made but unlikely.</p>	
4	<p>Fathers Day stall update LB – All the stock has been received. Stock sorting in to groups will happen on 11/8. Set up to be done on day. Signage has been done. GH – Asked if there would be a Fathers Day BBQ. LH – Said it has been done before. AM – Said that P&C would struggle to get volunteers. A BBQ was not run for Mothers Day.</p>	
5	<p>Uniform Shop / EFTPOS MC OL – The shop is filled with second hand stock. When the Uniform Shop is sold, the second hand stock can't be stored there. AM – This is a separate issue to the second hand stall held on the oval, and run by Sophie Roach. The second hand items held by SR need to be collected as this is her last year at BHNPS. GH – Probably can find somewhere to store when the shop is sold. LH – Divide into saleable items and items to be recycled. OL – The poor material has already been sorted out. Manpower is still the problem. AM – SR holds stuff not sold at her home, which means more items to be processed on site at school.</p>	



	<p>OL – SR to hold one last sale later this year. However, it becomes a longer term problem when SR leaves.</p> <p>20:19:30 From Angela Davidson to Everyone: Can we do a second hand sale with the stock Olivia is holding to deplete current stock?</p> <p>20:23:05 From Lucy Biro to Everyone: How would it work with the potential uniform change if it changes?</p> <p>20:24:34 From Angela Davidson to Everyone: It's definitely worth doing something around Kindy orientation time in Term 4.</p> <p>Note - OL/AD discussed whether SR did actually want to do another sale as there was some uncertainty. However since the meeting SR has confirmed she would do another sale.</p> <p>LH – Need a 'buddy' to work with Sophie to learn process.</p> <p>GH – Proceeds can go to P&C coffers if P&C runs any such sale. Otherwise, the school can do, but doesn't really want.</p> <p>LH/AM – Put out an add on Facebook for volunteers.</p> <p>OL – Is a needed community service, so make it a 'special event'. It is a lot of work, and the need to inspect items makes the space on the oval needed. Is it worth doing anymore?</p> <p>AM – It is really valuable as a 'charity' and as fundraiser makes around \$1k.</p> <p>20:28:49 From Angela Davidson to Everyone: @Lucy Biro - any potential uniform changes will still take awhile to come into effect I guess. And I suppose we'd still need 2nd hand items for any "new" uniform items.</p> <p>20:29:57 From Alison Mackey to Everyone: good point</p> <p>LH – Put an ad out on Facebook and Volunteers WhatsApp / Newsletter for a buddy to learn. If not this service will end up having to be stopped.</p> <p>LH – No volunteers service has to end.</p> <p>OL – There is 80kg weight of material to be disposed of. However, what about the paper files and records for the shop.</p> <p>AM – Put the office files into the container. Hold for 7 years.</p> <p>LH – started discussion about the EFTPOS M/C</p> <p>KI – Two different options. A machine from Westpac needs an account to operate.</p> <p>Another system is 'Square' which cost \$59, works off a phone, and attracts a 1.9% fee per transaction.</p>	
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	<p>Commbank suggested a smart terminal which attracts 1.1% fee. The first 6 months rental free then \$29 per month per terminal.</p> <p>KI – The uniform shop terminal cost \$40 per month now.</p> <p>LH – Asked if a square was set to one phone per event.</p> <p>CM – Suggested use of a pre-paid phone owned by the P&C.</p> <p>KI – Said that can have an SMS receipt per transaction or pay \$369 for a payee receipt machine.</p> <p>LH – Carry forward to next meeting and check if it is easy to change phones per event.</p> <p>20:32:42 From Evelyn Irving to Everyone: Does the school have a common mobile phone we can use?</p> <p>20:38:31 From Lucy Biro to Everyone: Agree to carry it over.</p> <p>GH – The school doesn't have a spare phone.</p> <p>LH – Does it work with an iPhone?</p> <p>AM – Stick with bank method.</p> <p>OL – Current terminal is linked to a phone line – a mobile.</p> <p>AM – Square also uses phone line.</p> <p>KI – Square claims to have an 8hr battery life.</p> <p>LH – Do we vote or carry forward for later vote?</p> <p>AM – We need two for major events. Could a second one be borrowed as required, to avoid constant cost?</p> <p>LH – To take forward to next meeting. Hire additional unit as required?</p> <p>LH - Can 'Square' be used on an iPad or tablet?</p> <p>DH – looked up 'Square' online and noted that it appears to be linkable to a tablet. Also that Gooden Res Netball Club uses a 'Square' linked to a tablet in their canteen.</p> <p>GH – Possible look at school iPad.</p> <p>OL – Pointed out there is a notable difference between 1.1 and 1.9% per transaction.</p> <p>AM – Needs several events to make an extra unit worthwhile.</p> <p>DH – Raised a discussion he had had with the P&C insurers in regards to the business insurance policy. The policy premiums were due on 1/8. The issue being that with the uniform shop sold, the insured risk is less so the premium adjusted. The broker said that we could either cancel the policy and wait till the shop is sold to re-issue, or pay the premium and claim a pro-rata refund for the remainder of the year after the shop is handed over. This would happen when the shop sale is finalised or we can give them a date of hand over. DH stated it was not desirable to be un-insured while shop is still owned by P&C.</p>	
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	<p>20:44:16 From Alison Mackey to Everyone: yes to insure and seek pro rata later</p> <p>20:44:43 From Candice Milsom to Everyone: Yes to pay and refund</p> <p>LH – Advised KI to pay the policy premiums and we will claim a refund at the appropriate time.</p>	
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• **Reports**

Treasurers Report	<p>KI – Refer to statements in the Agenda Bank acct - \$121k after payments made today Building fund - \$1700</p> <p>20:47:24 From Angela Davidson to Everyone: There will be \$40k or so leaving the account soon for the playground.</p> <p>AM - \$40k to come out for playground equipment.</p>
Grants Report	DW- No grants updates at the moment.
Principals Report	<p>GH – Children have settled in well for third term. Rain has been a problem however.</p> <p><i>Uniform Shop</i></p> <p>GH – the tender has been won by Lowes for the shop</p> <ul style="list-style-type: none"> • The tenders were all excellent • Shop is located in Castle Towers • Will hold prices for 12 months • Subject to contract being signed • OL is to do a stock report • Is to start in T4 <p>20:50:47 From Evelyn Irving to Everyone: Good news. Freedom finally for Olivia!</p> <p>20:51:24 From Laura Halliday to Everyone: Thanks to Olivia for all of her work, and ongoing work to wrap this big piece of work up.</p> <p>20:51:33 From Laura Halliday to Everyone: and the volunteers!</p> <p>20:52:52 From Olivia Lee to Everyone: thank you </p> <p>20:54:13 From Mireia Garriga to Everyone: Thank you very much Olivia for all your efforts over the years</p> <p>AM – Which uniform will they be doing, the current or new? GH – This will be dealt with when the system is up and running. Will work with Lowes on the changes. AM – Which will be the priorities? GH – The priorities to be decided are the ones the review committee has set. The change will occur over time.</p>
	<p><i>Education week</i></p> <p>GH - will have to be virtual due to current Covid 19 rules in place. The opening of the Innovation Centre will be delayed to later in T3 or T4. Work has commenced on the mural for the centre wall.</p>



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	<p>Playground equipment GH - <i>The Pinnacle Sky Climber</i> has been ordered as play ground equipment. There is a delay in delivery. AD -It is hoped it will be placed this calendar year. AM – Thought it could be sourced faster. GH – The chin up / turn over bar has been ordered but delivery may be Oct/Nov. The cost of placing the bark on the ground was very high so school general hands will do it.</p>
	<p><i>Share our space.</i> GH- A sign has gone up (which the school was not aware of), that advises that the school grounds can be used on holidays and weekends. It has a QR code on it for registration purposes.</p>
	<p><i>Exceptional students.</i> GH - Cameron B is to travel to the nationals for cross country in Adelaide. Request that ~\$450 be donated by the P&C to assist. AM – Says \$500 is the nominal maximum. LH – Does the P&C fund the total figure of a percentage? CM – It was historical that such requests have been made before. GH – School will also put some funding in as well. LH – As a personal perspective agrees with the request. ST – In past years there has been support for student leaders to go to camps. Such camps haven't happened recently to due to C19. CM – Needs to be equitable for all students. LH – Needs to be proportional across the whole cost. DH – Noted that with \$121k in the bank, \$500 is not a large amount really. OL – Mentioned that Model Farms HS allows \$1k per student or 10% of the travelling expenses. There needs to be a standardised procedure. LH – How much do we fund this time? What will the structure be going forward given uniform shop is no longer available and hence down \$80k in funding. Does this need to be linked to goals? MG – Commented on cost of tickets being an issue and that \$500 is a sound contribution. LH/MG – Flights are very expensive at the moment. GH – Requested \$450 as asked by Mrs Batey and there are entry fees. LH – Requested a vote be held. Split with school to be decided. This Motion was passed with 13 yes votes. Note the figure was mentioned by various voters as between \$450-\$500. 21:02:23 From Angela Davidson to Everyone: I think if we're saying the P&C bank balance is so big then it's a lovely thing to help a family get to nationals for sport. 21:03:34 From Evelyn Irving to Everyone: I support funding Cameron. Great achievement.</p>
	<p><i>Swimming carnival and swim school</i> GH - The school has booked Waves for swimming but an at extreme increase in hire cost. The carnival will cost \$3000 or \$550 per hour. A swim school is also projected. AM – Will there be separate payments? LH – Yes separate.</p>



	<p>There was a general discussion that this change in fees was exorbitant. A suggestion was made to write to Council.</p> <p>21:15:04 From Mardi Clucas to Everyone: There are a LOT of public schools around that have used waves in the past that would be in the same boat...</p> <p>21:15:42 From Angela Davidson to Everyone: I agree with local schools writing to council about the pool use for carnivals and [sic] swimm schools.</p>
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• **New business**

Questions	<p>Evelyn Irving – What is happening with Kindy Orientation? GH – There will be a full program. EI – What about from the P&C? GH – Yes as in the past the school will ask the P&C for assistance.</p>
	<p>EI – Communication about playground upgrades and fund raising for required money. Does the P&C adequately communicate this? Feel that not enough is passed on. LH – It does appear in the newsletter, also in meetings and Signmee advices. 21:17:45 From Angela Davidson to Everyone: I think there have been general lines in Signmee notes that say things like “all money raised will go towards playground upgrades” 21:19:19 From Olivia Lee to Everyone: could be more so a marketing thing 21:19:35 From Candice Milsom to Everyone: We also do thank you posts on fundraising achievements on our Facebook page 21:19:41 From Olivia Lee to Everyone: the issue is the events have so much information. some of the \$ info is sort of skipped</p> <p>AM – Which specific details are being referred to? Final disposition of funds depends on grants received. DW – Colour Run would be a good example; to explain use of funds on the event flyer. Further reminders may not help, but also use FBook. LH/MC – Promotional video was already done and is in place. LD – The delay in receiving the grants is muddying where the funds are going. LH – Suggested a wording such as, we are working towards XYZ project funding going forwards.</p>
Selection panels	<p>LH – The Merit Selection Panels requires new volunteers to do training. The purpose of the panels was explained. AM – Noted that the panels need males as well as females and that Paris and David have both done them before. DH/GH – Mentioned that nominally training has a two year shelf life. LH – Called for volunteers as an upcoming panel is needed. AM – Explained further about Merit Panels GH -A panel to merit select jobs applicants to the school. The process basically is:</p> <ul style="list-style-type: none"> • Form the panel • Write an advert for the role



	<ul style="list-style-type: none"> • Review received applications • Meet to discuss applicants • Conduct interviews on a day • Check with referees • Recommend best candidate <p>Two positions are coming up – Two assistant principals to look after new syllabus and instructional processes. Note: LH expressed an interest in doing this.</p> <p>21:23:01 From Olivia Lee to Everyone: I've done the training</p> <p>21:23:42 From Olivia Lee to Everyone: smalloli@yahoo.com I think I'm due for retraining</p> <p>21:24:19 From Olivia Lee to Everyone: you can take it Laura</p> <p>21:26:42 From Alison Mackey to Everyone: Go for it Laura!</p> <p>21:26:45 From Angela Davidson to Everyone: You'll be a great rep Laura!</p> <p>21:26:54 From Dionne White to Everyone: Agree go for it Laura!</p> <p>21:28:28 From Candice Milsom to Everyone: Happy for you to do this panel Laura</p> <p>21:30:28 From Mireia Garriga to Everyone: Happy for you to do the panel, Laura. You will be fantastic in the role. I would love it too but I always need to save leave for ongoing medical appointments of Sofia</p> <p>21:31:13 From Laura Halliday to Everyone: Thanks for the votes of confidence everyone :) I'll feedback to the group on the process experience too</p>
General comments	<p>GH – Would like to able to run a Q&A session on the schools leadership model. The NAPLAN results in the last few years and especially this year have been fantastic. Believes these results to be part of the model in use. LH – Would like to ask GH to present on the leadership program.</p>
	<p>DJ – Asked about the disco photos. LH – Asked what are the social media parameters for the use of these photos. GH – There are a lot of issues about publishing photos. The school is looking at AI software to blur out faces of children without permission to publish.</p> <p>21:30:03 From Mardi Clucas to Everyone: Lots of disco photos are used in the Year Book</p>
	<p>AM – Commented that the lighting outside the COLA is pretty poor for parents waiting at night outside the school disco etc.</p>

Next meeting - 16/8/22
 Meeting closed at 2136.
 DIAH V1 4-8-22