



General P&C Meeting Minutes

Tuesday February 21 2023

8pm after AGM via Zoom

• **Welcome and Administration**

8.00pm

- Attendees and apologies
 P&C Exec: OL, LH, HC. DW. MC. SF, SD
 School Exec: GH, ST, SS, AD.
 Past 2022 and caretaker secretary for Feb 2023 meeting: DH
 No apologies
- **Adoption of the minutes from November 2022**
Moved OL, Accepted LH, Seconded DW & SF
- **Note – Comments from the Meeting chat may be included where appropriate in the record of minutes. All responses are [sic]**

Item	Issue/Topic /Updates	Responsibility
1	Opening comments by newly elected P&C President <ul style="list-style-type: none"> • Made comments about what would happen this year and thanked previous executive 	OL
2	OOSH Representative <ul style="list-style-type: none"> • Sarah Mesiti addressed the meeting • Introduced herself • Large in jump in OSSH numbers • 65 in mornings and 199 in afternoons • Limited places Tues, Weds, Thursday • Vacation care 75-90 places and there are caps • Absences must be notified and failure can attract \$30 fee • Please advise late pick up after 6pm else fees can be charged • Clubs are going and being driven by the children • Customer experience platforms allow feedback • Food menu changed after T4 2022 from feedback received • ST thanked OOSH for assistance at the swimming carnival • GH also thanked OOSH for their assistance in the swimming carnival 	SM
3	EFTPOS terminals <ul style="list-style-type: none"> • AM (past VP) - Has been organised and needs to be picked from bank. Changing the Exec on the accounts is a 'nightmare'. Previously the bank has not required EFTPOS changes on the merchandising side. Westpac account will be closed when Lowes settles their outstanding payments. 	



	<ul style="list-style-type: none">• There needs to be a transfer process for audit accountability.• AD explained the purpose of the new EFTPOS machines<ul style="list-style-type: none">• 20:37:12 From Angela Davidson to Everyone: Are the new EFTPOS machines stored in the school office or in the P&C shipping container?• 20:37:29 From Dionne White to Everyone: School office after the Carols Angie.• 20:39:09 From Angela Davidson to Everyone: Thanks Dionne.	
4	<p>Stage 1 Playground Upgrade</p> <ul style="list-style-type: none">• GH – This issued was pursued again today. It is sitting with capital works team and hence could be delayed for months. School finance requested that funds be transferred to the school as a consequence of the tender process. The work has been approved but is in the ‘queue’.• 20:42:51 From Angela Davidson to Everyone: Yes the P&C has the money to transfer so we can prove to Assets that the school can get the playground paid for.• DW – The grant needs a completion request for April, so there needs to be some follow up there.• OL asked how much is needed in the P&C account for the works to start• GH stated that \$145K is required to start the process• AM asked why this didn’t happen last year• GH/AD – Process started last year actually, but ‘assets got in the way’ to delay the start till January (2023)• OL – Are there any funds in this asset account or does the P&C need to transfer funds to it? i.e \$145K• GH – School finance said that it has to be in the account now• DH – The transfer has to be motioned?• AM – Don’t think so• OL – Stated that a vote was not needed based on the 2022 vote on this matter.• 20:42:51 From Angela Davidson to Everyone: Yes the P&C has the money to transfer so we can prove to Assets that the school can get the playground paid for.	
5	<p>Working bees</p> <ul style="list-style-type: none">• GH - Mulching is required and will be sourced from removed trees on site• De-moulding of buildings using a pressure washer• Gardening activities• OL – Are there any dates set?• GH- Dates can be set in a few weeks by OL & GH at next meeting.	



6	Yearbook <ul style="list-style-type: none">• AM- stated that the hand over is in place• DH asked about photographers• AM said it is ok at the moment• 20:49:58 From Brooke Biro to Everyone: I am a photographer so happy to help in whatever way I can• 20:50:07 From Angela Davidson to Everyone: Yes! Thanks Brooke!• 20:50:17 From Mardi Clucas to Everyone: Would be amazing Brooke thanks!• 20:50:28 From Alison Mackey to Everyone: Yay Brooke!• 20:50:46 From Susan Taylor to Everyone: Jen Caran and I are looking forward to liaising with the parents who are creating the 2023 Yearbook• 20:51:14 From Carrie Honig to Everyone: It would be silly not too. Everyone looks forward to it, including the kids	
7	Fund raisers <ul style="list-style-type: none">• The election BBQ, and 'we' asked for volunteers for this event.• There was some comment about whether this is worthwhile• DH - asked AM how much money was raised in the last one.• AM/AD - both replied that thousands of dollars are raised each time• DW – explained the process with donations of materials by local businesses and there are lots of volunteers via the WhatsApp group• AM – Also explained the social interaction side of the BBQs• OL – Replied we need an organiser.• DW – P&C organises the food and then we use volunteers. She asked if CM can assist.• OL – Asked to be added to the Volunteer WA group• SF – Asked about the process• AM – Roster created and then WhatsApp, Flyer, Signmee and link to sign up to group volunteers• LB – AD and CM will co-ordinate• DH – Need to set the budget• AM – Roll, B&E, drinks. \$500 budget• CM - \$600• 20:51:41 From Lucy Biro to Everyone: the election day bbq is a huge money maker• 20:51:47 From Mireia Garriga to Everyone: I think that it is a great opportunity for fundraising	



	<ul style="list-style-type: none">• 20:52:01 From Candice to Everyone: Democracy sausage is not negotiable• 20:52:32 From Angela Davidson to Everyone: I think we need to do it but I know I cannot be involved that day.• 20:53:10 From Dionne White to Everyone: We have a great onion cutter too!• 20:53:15 From Lucy Biro to Everyone: the coffee van aswell• 20:53:19 From Angela Davidson to Everyone: Perhaps someone can put their hand up to be the coordinator of the P&C Election Day BBQ.• 20:53:24 From Angela Davidson to Everyone: One or two people?• 20:53:28 From Shanna Day to Everyone: if someone who has been involved in organising the bbq in past can run me through what we normally do i am happy to assist with organising bbq• 20:53:51 From Angela Davidson to Everyone: Thanks Shanna.• 20:53:53 From Candice to Everyone: I'm happy to help Shanna• 20:54:00 From Angela Davidson to Everyone: Mardi and Shanna and Candice?• 20:54:13 From Mardi Clucas to Everyone: I'm around to help as we have run it in the past• 20:54:16 From Brooke Biro to Everyone: What day is the BBQ?• 20:54:22 From Mardi Clucas to Everyone: 25th• 20:54:23 From Mardi Clucas to Everyone: March2• 0:54:47 From Shanna Day to Everyone: due to covid i haven't seen alot of these events actually being run so just need some guidance• 20:55:47 From Candice to Everyone: I'm happy to coordinate volunteers and work with Shanna and Mardi• 20:56:40 From Candice to Everyone: Usually about \$600• HC recommended that \$\$ values be adjusted to \$3-\$4 etc to avoid change• AD – Suggested that prices can be higher to increase returns• AD – Volunteers to collect takings• OL – vote on \$600 for budget <p>Motion put to allocate a \$600 budget. Standing orders put aside because there is not one month to wait for the next meeting to vote on motion.</p> <ul style="list-style-type: none">• 20:57:21 From Alison Mackey to Everyone: I vote \$600• 20:58:10 From Lucy Biro to Everyone: i vote yes for \$600 budget	
--	--	--



	<ul style="list-style-type: none">• 20:58:15 From Angela Davidson to Everyone: I will do the Signmee note• 20:58:17 From Candice to Everyone: seconded money for election day bbq• 20:58:47 From Olivia LEE to Everyone: yes• 20:59:01 From Mardi Clucas to Everyone: Yes• 20:59:02 From Angela Davidson to Everyone: Yes to \$600• 20:59:03 From Brooke Biro to Everyone: Yes• 20:59:10 From Dionne White to Everyone: Yes• 20:59:11 From Evelyn Irving to Everyone: Yes• 20:59:11 From Deepa Mahananda to Everyone: YES• 20:59:13 From Mireia Garriga to Everyone: Yes• 20:59:13 From Christina Sipkes to Everyone: Yes• 20:59:17 From Sam Fewings to Everyone: yes• 20:59:18 From Hei Choi to Everyone: yes• 20:59:22 From Monique Gaudry to Everyone: Yes• 20:59:23 From Shanna Day to Everyone: yes• 20:59:30 From Laura Buttrey to Everyone: Yes• 21:00:01 From Angela Davidson to Everyone: Yes Candice I assume you will do a volunteer sign up for cooking and serving the BBQ and then for baking and serving at the cake stalll.• Motion passed and budget approved• AM – Inquired if there would be a disco in T1• ST- Replied no, in T2• GH – Agreed and said in June <p>LB – Raised Mothers Day stall for 14/5/23 and indicated the need to settle a budget by Friday 10/3 or 24/2 (Sec note this was not clarified) to place orders for stock. The budget requested was \$5k.</p> <p>Motion put to allocate a \$5k budget. Standing orders put aside because order has to be placed and so there is not one month to wait for the next meeting to vote on motion.</p> <ul style="list-style-type: none">• 21:02:11 From Brooke Biro to Everyone: Yes• 21:02:12 From Sahba Danesh to Everyone: Yes• 21:02:12 From Alison Mackey to Everyone: \$5k yes• 21:02:12 From Carrie Honig to Everyone: Yes• 21:02:13 From Sam Fewings to Everyone: yes• 21:02:13 From Dionne White to Everyone: Yes• 21:02:14 From Hei Choi to Everyone: yes• 21:02:14 From Evelyn Irving to Everyone: Yes• 21:02:16 From Angela Davidson to Everyone: Yes to Lucy spending \$5k on mother's day gifts• 21:02:16 From Monique Gaudry to Everyone: Yes• 21:02:16 From Mardi Clucas to Everyone: yes• 21:02:16 From Shanna Day to Everyone: yes	
--	--	--



	<ul style="list-style-type: none"> • 21:02:17 From Olivia LEE to Everyone: yes • 21:02:19 From Mireia Garriga to Everyone: Yes • 21:02:22 From Christina Sipkes to Everyone: Yes • 21:02:28 From Candice to Everyone: yes agreed for \$ mothers day stall • 21:02:53 From David Hood to Everyone: yes • 21:02:55 From Dionne White to Everyone: Thanks Lucy! • 21:03:05 From Susan Taylor to Everyone: Stall is scheduled for 4.5.23 • 21:03:27 From Christina Sipkes to Everyone: Great news that you'll do the stalls, Lucy! • 21:04:03 From Lucy Biro to Everyone: Thanks Sue, is Thursday 4th locked in for the stall date • 21:04:33 From Angela Davidson to Everyone: Thanks Lucy. Yes it is locked in as far as I know for Thursday 4th May. • 21:04:46 From Lucy Biro to Everyone: great thanks • 21:05:11 From Susan Taylor to Everyone: If Thursday 4th doesn't suit you, we can adjust the date • Motion passed and budget approved 	
--	--	--

- **Meeting Dates 2023 P&C** **Noting**
 The March 2023 meeting will be 21st March 2023
 The location and mode to be decided and advised prior to meeting

- **School Reports** **8.30**
Principal report and comments

OOsh	<ul style="list-style-type: none"> • GH – Tender for OOsh closes on Friday (24/2). Panel will asses and approve provider of services
Parent class reps	<ul style="list-style-type: none"> • GH - School has taken over parent reps placements and recruitment from P&C
Volunteers	<ul style="list-style-type: none"> • GH – Wants to develop a strong volunteer base though C19 has been in the way. There has been a lot of enthusiasm from people for this
Budget representative	<ul style="list-style-type: none"> • GH – A parent budget representative is required to assist in committee. • MG was asked and said she would do it again, but if someone else was prepared to do so they can; she stated it is an important and significant role. • The budget requires looking at several million \$\$ in expenditure. • SF stated he would also do it as a back up person
Capital works	<ul style="list-style-type: none"> • GH stated that the following works were in the program • Bathroom refurbishment • Painting of surfaces in the school • Complete re-roofing of the school to remove and replace old tiles • AM – Asked if the school gets a say in the bathroom design and when it would be done



Baulkham Hills North Public School

Parents & Citizens Association

P&C Reports – Not required as made at AGM

• **General Business** **9.00**

Grants	<ul style="list-style-type: none">• DW - Stated there is a stronger communities grant that the school can apply for. School upgrades. Required in 3 weeks• GH – Stated he has a few ideas. Canteen needs a touch up. Can discussed in detail later
Playgrounds	<ul style="list-style-type: none">• AM – Asked when the K children get to leave the concrete playground.• ST – Explained what is happening concerning that matter and said that maybe later next week (Sec note: week ending 3/3/23)• AM – Asked whether about \$20k can be allocated to industrial type fans placed in the enclosed K quad to assist in cooling the area• GH – Replied that was a good idea
Other business	<ul style="list-style-type: none">• GH – Introduced the new Dept Principal Saral Somarya

Note this item in the agenda was not raised : Question received from AD concerning the implementation of the Departments nutrition policy in regards to P&C sponsored events.

• **Meeting End** **9.19pm**