



**Mount Keira Demonstration School
Parents and Citizens Association
Term 2
Tuesday 17th May 2022**

MINUTES

Meeting commenced at 6.36	
Agenda Item	
1. Welcome	Angie
Attendees	Angelina Neira, Maddy Morris, Kate Gehrke, Lily Klasson, Holly Tootell, Kera Bruton, Nicki McNamara, Heather Vucenovic, Lili Zlojutro, Ashlea Jameson, Jessica Levchenko, Vanessa May, Rebecca Sartori, Emma Rattenbury, Natascha Klocker, Angela Koljanin, Narelle, Steph Viles.
Apologies	Mel Ringer, Chrisoula Keranos, Tanja Brglevski, Mel Reskic
2. Confirmation of last P & C Minutes	Confirmed by Heather V Seconded by Holly T
3. President's Report	Please see attached report
4. Treasurer's Report	Please see attached report - Possibility of looking at different ways of encouraging community members to pay for financial membership.
5. Principal's Report	Please see attached report Additionally: - Playground problems difficult to see, but rust is the biggest issue and stability is unknown. - Awaiting assets assessment but at the back of the queue

	<ul style="list-style-type: none"> - Private assessment has been done and this will now sit in the queue which has been affected by COVID related supply-chain issue - Narelle happy to lead grant for playground – Community Building Partnership Grant
6. Correspondence	<p>2022 Annual General Meeting of P & C Federation will be held Saturday August 27th. Link provided in minutes or contact Maddy directly for more information.</p> <p>www.pandc.org.au/pc-federation-annual-general-meeting-2</p>
7. Ongoing Business & Sub-Committee updates	<p>7.1 Last meeting action items</p> <ul style="list-style-type: none"> • Progressive Dinner date – to set <ul style="list-style-type: none"> Student disco 14th October Progressive dinner 15th October • WhatsApp Group guidelines • New paver order <ul style="list-style-type: none"> Maddy in touch with Kerry. New paver order form to be placed in Summit and Maddy will get process underway. • Fundraising opportunity during UCI competition <ul style="list-style-type: none"> - Movie night moved to early Term 1. Lots going on Terms 3 and 4. - Natascha & Narelle happy to join sub-committee for UCI fundraiser/event - Heather would like to be kept in the loop as may be able to provide donations <p>7.2 Learning Deck – sub-committee update</p> <p>Great team working towards the Learning Deck. Draft proposal ready very soon. Lots of great cultural components, the group has looked at the ‘fast track’ process which was set up by the P & C Association in 2018 for small jobs under \$30k. Further info available on Schools Infrastructure NSW website. If funds are coming from school or P & C and falls under a specific category we can self-manage, but ask assets to assist with defects, etc. Makes it a more simplified process once funds and plans sorted and assets have okayed it.</p> <p>LZ questioned donation of amount – Nicki to check donation amount of SmartBoard. This has been raised before, and it has been confirmed many times that \$5000 was to go towards Learning Deck.</p>

AN raised point of being able to discuss motions passed regarding allocation of funds. Raised point that commitments need to be 'stuck to' but that discussion is acceptable.

Jenny raised question as to whether the learning deck would be a covered outdoor learning space – and whether this could potentially be used as a wet weather option.

KG outlined the supervision needs during wet weather – one teacher for a large group of children and vision is challenged. Difficult for K-2 students as unable to see due to structure of spaces.

7.3 New uniform – sub-committee update

Holly outlined the department's policy behind uniform and there are a number of areas we don't meet easily with our current options. Key points were flexibility in the way we purchase bulk parts of the uniform.

Holly displayed sample of polo/shorts that potentially could be worn daily, with the addition of the current dress/tunic.

Uniform sub-committee to pass on samples and drafts to Vanessa.

Holly & Mel have spoken to Poppets.

LZ raised idea that more formal uniform looks smarter, represents school well.

ER raised idea that appearance should be down the end of the scale of priorities – children learn better when they are comfortable.

Holly will now send all information through to VM who goes through a particular process.

AN raised idea that families with two-gendered children will have many uniform options, and that boys will 'win out' in the comfort stakes but that girls will still feel the need to wear a dress.

JL proposed the idea that could start with two-days and build up to a 5-day uniform as needed. Majority agreed that a transition period would still happen over two to three years anyway.

7.4 Fundraising 2022 update

Term 3 –

Pie Drive

7.5 Outdoors/Working Bee update

Recent working bees very productive.

	<p>Children have been taking part in permaculture during Wellness Wednesday activities.</p> <p>Not enough time during Wellness Wednesdays alone, lots to do post lockdowns.</p> <p>Flower Stall takings – putting on front path for community to purchase as well.</p> <p>Gully needs a specific mulch which does need to be funded – LZ to speak to VM.</p> <p>Wednesday 1-3pm working bees for remainder of Term 2.</p> <p>West Wollongong Garden Club has moved to donate \$500 – discussion raised about how to spend. LZ moved to spend money on tools for the vegetable garden for children to learn how to use (garden forks, secateurs). Motion passed by majority present.</p> <p>Succession planning in place – Ashlee J shadowing Lili Z in outdoor role.</p> <p>7.6 Uniform update</p> <p>Mel asked if we can use a generic yellow polo shirt in lieu of current lack of stock at Poppets. VM said fine in the short term.</p> <p>7.7 Monday Munchies</p> <p>All going well.</p>
<p>8. New Business</p>	<p>8.1 Playground update</p> <p>Identified how popular the playground is, particularly for the younger students at the school. Steph Viles has a neighbour who works for ModuPlay (Greg – Liaison with DEC)</p> <p>School cannot pay for a playground; it is something that need to be fundraised for by community.</p> <p>Greg’s estimate for exact replacement would be \$80k, possible \$50k for less equipment. Ideas thrown around for which equipment is most used.</p> <p>VM mentioned that children were going to be surveyed regarding what they would like and what they would use most. SV has looked into some Grants and community organisations – BlueScope, Ryan Park, Bunnings grants, Club grants, West Leagues Club – who we may be able to reach out to.</p> <p>Sub-committee for playground grant – Steph Viles, Narelle</p> <p>Steph raised idea of having a pipeline of works whereby things are managed and maintained (toilets, playground, etc.) rather than a reactive approach.</p> <p>HV raised point that community need to be aware of the expectations here – be mindful that some people cannot contribute financially the same way that others can. Communication needs to be very clear, and participants needs to understand what’s happening throughout the whole process.</p>

	<p>NK raised idea that we need to clarify whether the maintenance falls under P & C funds, and that we need to ensure that community raised projects aren't 'cutting in' to what the Department should be responsible for.</p> <p>8.2 SRC update</p> <p>TB unwell – pass to next meeting.</p> <p>8.3 Wellness Wednesday (2.05 – 3.15)</p> <p>Lack of volunteers at this stage. Open to new ideas, doesn't have to be what it has always been. Year 6 students run the groups, whereas parents facilitate the activity. Doesn't need to be physical or gardening, can be life skills.</p> <p><u>General Business</u></p> <ul style="list-style-type: none"> - Agenda item for next meeting – pipeline for scope of works and maintenance - LZ raised idea of asking for parent's time (in terms of working bee, etc.) as a donation. - Issue of lack of volunteers for working bees, Monday Munchies, etc. Do we look into a SkoolBag form with a drop-down menu for parents' area of 'talent', availability? Covering books, gardening, Monday Munchies, etc. - Mother's Day stall – LZ brought up the idea of minimising waste for Mother's Day stall and ongoing stalls/future stalls. - AN brought up idea of divided bins for playground – recycling/rubbish/compost - \$100 to be spent on flowers for Glynis' farewell.
10. Close	8.36pm

Actions from Meeting Held 17th May 2022

Person/s Responsible	Action Item
Narelle/Steph	Narelle to lead grant process for playground – Community Building Partnership Grant
Maddy	Further liaise with Kerry to get 2022 paver order underway.
Angie, Natascha, Narelle	Form sub-committee for possible UCI fundraiser event (late Term 3)
Holly	Sending through new uniform proposal to Vanessa who will undergo formal pathway for uniform change.
Angie	Term 3 Pie Drive
Lili	Speak to Vanessa regarding specific mulch to be purchased for gardens.

P&C Presidents Report:

Term 2
17.05.2022

Progressive Dinner

Date to be confirmed at Term 2 Meeting. Term 1 discussions supported a trial for moving this away from a major fundraiser in to a social and relaxed gathering.

Playground

This is sadly closed due to serious wear and tear. Discussions starting on whether replacement or repairs possible. The Department of Education and the Government and Assets Team is due to investigate further in the coming months and provide information on what the P&C can do for this.

Fundraising:

Shift of focus for this years fundraising efforts – hoping to move towards one large fundraiser per term.

This term:

- Bricktastics commission from sales
- Pie drive *

Road World Championships – 18-25 September

Looking for committee volunteers to work on something powerful to grab attention. Thousands of people will travel past our school for such a short time frame.

Uniform SubCommittee:

Very exciting to see the conversations and suggestions. Details to be shared in today's meeting.

Deck SubCommittee:

Looking forward to see our direction, progress details to be shared in today's meeting.

P&C Levy:

This was discussed in term 1 P&C meeting, as a replacement to the fundraising required at the Progressive Dinner. We have delayed this from Term 1, as the fees were quite high and we didn't want to stretch families around this time. This Levy will be pushed to the school community in early Term 3.

Angelina Neira, MKDS P&C President

Profit and loss

Mount Keira Demonstration School P & C Association
 For 1 January 2022 to 15 May 2022, accrual basis

CODE	ACCOUNT	AMOUNT
INCOME		
-	P and C Membership fee	\$775.00
-	Fundraising income	-
-	Mothers/Fathers day stall	\$414.20
	Total Fundraising income	\$414.20
-	Uniform	-
-	Uniform - sale of 2nd hand stock	\$238.15
-	Uniform Hats and Bags	\$300.00
	Total Uniform	\$538.15
-	Monday Munchies	\$10.00
	TOTAL INCOME	\$1,737.35
	GROSS PROFIT	\$1,737.35
EXPENSES		
-	Gardening costs	\$130.70
-	Fundraising costs	-
-	Mothers/Fathers day stall costs	\$255.60
	Total Fundraising costs	\$255.60
6-0000	Expenses	\$50.00
6-0400	Insurance - General	-
-	Student Injury Insurance	\$402.04
	Total Insurance - General	\$402.04
	TOTAL EXPENSES	\$838.34
NET POSITION		
	Income	\$1,737.35
	Cost of goods sold	\$0.00
	Gross profit	\$1,737.35
	Expenses	\$838.34
	Other income	\$0.00
	Other expenses	\$0.00
	NET POSITION	\$899.01

Balance sheet

Mount Keira Demonstration School P & C Association
 As at 15 May 2022, accrual basis

ACCOUNT CODE	ACCOUNT NAME	BALANCE
ASSETS		
CURRENT ASSETS		
-	Bank - Society Cheque account - Special projects	\$2,271.90
-	Bank - P and C Cheque account	\$19,375.25
	TOTAL CURRENT ASSETS	\$21,647.15
	TOTAL ASSETS	\$21,647.15
	NET ASSETS	\$21,647.15
EQUITY		
3-0100	Opening Balance Equity	\$56,457.48
3-1000	Retained Earnings Surplus/(Accumulated Losses)	-\$35,709.34
-	Current year earnings	\$899.01
	TOTAL EQUITY	\$21,647.15

