

**Mount Keira Demonstration School**

**Parents and Citizens Association**

**Term 2**

**Tuesday 16th May 2023**

**MINUTES**

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| **Meeting commenced at 6.01pm** | |
| **Agenda Item** |  |
| **1. Welcome** | Angie |
| Attendees | Angie N, Kera B, Tanja B, Kate G, Lily K, Tenae C, Mel R, Narelle S, Bec S, Maddy M, Narelle S |
| Apologies | Ash J, Lili Z |
| **2. Confirmation of last**  **P & C Minutes** | Minutes passed by Angie N  Seconded by Kera B |
| **3. President’s Report** | **Please see attached**  Important to acknowledge Mountain Markets and the fabulous team who got this moving in a very short turnaround. Amazing turnout and profit!  Mother’s Day stall was waste and cost-free and saw a fabulous profit for the P & C. Thank you Ash for your fabulous work!  Big thanks to Tanja and Bec for their wonderful job in making the SRC such a prominent force in the school community at the moment.  Progressive dinner to be reschedule to warmer weather. |
| **4. Treasurer’s Report** | **Please see attached** |
| **5. Principal’s Report** | **Please see attached**  Minimal reminders going home – please add dates to calendar as they come up.  Student reports going home Week 10 of this term. Student voice will be included for the first time so please sit with children and discuss these when they come home.  Parent/teacher interviews will be held Term 3.  New government scheme whereby teachers who have been in temporary roles in the same schools for a period of years will be transferred to permanent roles. Mount Keira’s date for rollout is 12/6/23.This will be communicated to the school community as it occurs if any teachers are eligible and appointed.  Make sure all planning occurs through Summit/SkoolBag as opposed to WhatsApp group. Summit/SkoolBag is the official correspondence between school and home.  Lots of changes happening with regards to change in government. Some new initiatives have been put on hold and revamped and changes will be communicated as needed.  Huge thanks to Bec, Tanja and the SRC for all their efforts and commitment. Board Games club has become very popular.  Welcome back to Lily K who is filling a learning support role within the school to target student need.  **Thrilled to announce that playground has been fully funded by AMU and ZERO P & C funds need to be used to contribute to this. AMAZING!**  Discussion around sizable sum of fundraising money in accounts that would have gone to playground and how to best utilise this, given many community members donated under the understanding it was for a playspace. TC mentioned that the gully is in desperate need of a revamp/maintenance and perhaps some money could be used for this. TC also noted the pressing need of a SmartBoard for the Lilli Pilli classroom (currently using a very old projector which isn’t working properly) and a defibrillator on site given the closest is at Edmund Rice.  Nicki clarified that there was a bucket of money already existing in the account that was held on to and put in the playground account. This was originally promised to cover a SmartBoard but redirected to the playground account when this became priority.  **All financial members present unanimously voted to purchase both a SmartBoard for Lilli Pilli classroom and half the costs of a defibrillator on site (with the school to cover the remainder of the defibrillator).**  **Action item: Angie/Nicki to liaise with Tenae to pay for both the SmartBoard and half the defibrillator quote.**  $20k (approximately) between UCI and Mountain Markets has been raised that will need to be reassigned. As there was a lack of key UCI/Mountain Markets/Outdoor committee members present at the meeting, the decision was made to contact these people are table a discussion about the best way we can utilise funds and reach out and inform community members about the redirection.  (Nicki/Steph have a record of major donations that we can use to track and inform)  **Action item: Angie to speak with Steph and Natascha regarding major sponsors/donations to UCI and Mountain Market to communicate change in fundraising avenue.**  Discussion raised regarding the money set aside for the ‘learning deck’ as it seems to have stalled. TC clearly stated that AMU will not approve the deck. Members present agree that the outdoor committee needs to be consulted regarding the $5000 set aside and how this can best be used if the deck cannot be installed. AN did raise discussion around the community being informed that funds were being raised for an ‘outdoor learning space’ when the money was raised a number of years ago, so perhaps this could be rerouted to outdoor spaces such as the gully.  **Action item: Angie to speak to Lili/Ash/Jess L regarding $5000 for ‘learning deck’ (which assets will not approve), where that currently sits and how we can use it to support outdoors and play spaces.** |
| **6. Correspondence** | P & C conference in August – see Maddy for details if interested. |
| **7. Ongoing Business & Sub-Committee updates** | * 1. ***Last meeting action items*** * **Membership fee/insurance**   NM explained that membership has been traditionally a ‘family’ membership but this is tricky as it complicates voting/quorum numbers. If membership was to be individual, it would make the process simpler.  The committee have put forward the plan to include insurance payment and yearly membership at a price of $25 but have families stipulate their ONE financial member. This was confirmed by AN, seconded by KB.  As advised by Federation, this change has to occur at an AGM. However, members will only be financial and able to vote at the following meeting if payment is made DURING the AGM. This is complicated, as there were minimal financial members present and the committee feels it doesn’t give the community enough notice of information and/or the opportunity to vote.  After much discussion, agreed by members present that AGM to be held in 14 days once community have been notified of new membership fee/structure and be given the opportunity to vote at Term 3 meeting.  Nicki to send through information to school email ASAP to communicate this home to parents so we provide 14 days of notice for parents to become financial before the AGM and therefore able to vote and make decisions in the Term 3 meeting.  **Action item: Nicki to provide information to MKDS office by Wednesday 17th May to send out to community 17/5/23 in order to provide 14 days notice needed for AGM. Application for Annual Membership letter to be amended and sent through to office to distribute to eldest child in each family.**  **2023 AGM to be held Wednesday 31 May 3.15pm on school grounds.**   * **Pavers**   MM has sent through an eForm request to the MKDS school office to put out to community to try and gage how many pavers we may need to source. Watch this space.   * **Fundraising/volunteer levy**   AN discussed the very real volunteer fatigue occurring at the moment, and, following the playground space being confirmed, that she will not be sending this out to the community this year. This will be reviewed in 2024.   * 1. ***Outdoor update***   No outdoor members present. Move to Term 3 meeting. Angie is going to discuss the remaining funds and how that can be used effectively with the team . TC mentioned that both the gully and the outdoor classroom each need a working bee or somebody to maintain.  Action item: MM to table outdoor discussion in Term 3 meeting (including gully and outdoor classroom maintenance/working bee)   * 1. ***Fundraising update***   AN tabled that TC will provide a ‘wish list’ for the P & C to discuss at the Term 3 meeting.  **Action item: Angie to inform the community that at the Term 3 meeting the ‘wish list’ will be tabled for discussion and vote.**   * 1. ***SRC***   Easter hat - $712.05  Harmony Day bake sale - $378  Mother’s Day afternoon tea (Woolworths gift card donated to cover food provided) – $600+  Have almost surpassed the yearly total of 2022 fundraising halfway through Term 2.  Fabulous effort by a hardworking team led by wonderful teachers!   * 1. ***Uniform update*** * ***Winter polo***   General consensus is that the ‘less is more’ approach was what was decided and a simplified approach was agreed on. At this stage, there are no plans to include a long-sleeved polo. Navy shirts underneath polo shirts are fine.  AN raised the idea that the we look at phasing out the dress altogether, or reintroduced the idea of the navy, tennis-style dress. Some conversations circulating in community that girls are feeling the pressure to wear the dress, and that including an item that is perceived to be gender-specific may result in bullying (not actually occurring as yet). Discussion raised that some love the dress, other’s don’t and not everyone will be pleased with every decision. TC reiterated that the policy stipulates that all uniform items can be worn by all students.  Discussion to be taken to student voice and a review to be conducted later in the year (as put forward by the new uniform committee process).  **Action item: MM to table uniform review committee for Term 3 meeting**.  Some confusion regarding acceptable ‘bottoms’ for winter uniform. TC stated that as long as the pants are navy, this is acceptable. Poppets Schoolwear still marketing pants and slacks as girl/boy specific which needs to be amended.  **Action item: MM to contact Mel Ringer regarding Poppets labelling of ‘girls/boys/sports’ options.**   * 1. ***Monday Munchies***   GYG has been contacted and menu items organised (Thank you, Steph!). MM in discussion about how best to manage the ordering process but email response has been slow.  **Action item: MM to continue to chase up GYG**  New menu items from Klarie’s Kitchen has been well-received! Only 3 Monday Munchies in Term 3 due to public holiday falling on a Monday. |
| **8. New Business** | ***8.1 Membership fee change/insurance payment***  ***See above***   * 1. ***SRC Policy***   Discussion raised around lack of opportunities to fulfil leadership roles and whether it would be possible to have two members from each class for the year (or one per semester) going forward.  TC raised issue of not doing this halfway through the year to existing SRC members who have been promised their position for year and all agreed that if there were a change it would need to be made prior to the next calendar year. TB and BS raised issue of how to split the time between two members per year, and also the amount of children that would then be present at meetings and need to be given the opportunity to project their voice (16 including captains).  TC agreed that it needs to be reviewed but would look at doing this at a later stage with staff before bringing it the P & C if the policy was to change.   * 1. ***Gala day canteen*** * PSSA gala-day – girls soccer and boys AFL. * Canteen to be run by MKDS P & C and volunteers will be asked to come forward. * Maddy waiting to hear back from Leah at Mount Ousley PS P & C regarding the suppliers and costs following their canteen at the district Cross Counting. * Kera Bruton taking on organisation of the event.   1. ***MKDS rep singlets*** * NS has floated idea of MKDS representative singlets for carnivals/ gala days. KG is going to have a look at whether the school has any, if not Narelle can go ahead with organising quotes and this will be followed up at the Term 3 meeting.   **Action item: MM to table rep singlet discussion for Term 3 meeting.**   * 1. ***Progressive Dinner***   Progressive dinner needs to be discussed next meeting – do we still have one considering markets have been so successful? Committee members reluctant to change ‘tradition’ but given that our major fundraiser has looked different for two consecutive years, it may be worth trialling a different option.  Term 4 is very full with regards to school events. Discussion regarding the trial of a ‘progressive dinner’ offsite (possible FGK or similar) in Term 1 next year. To be discussed next meeting.  **Action item: MM to table progressive dinner and disco discussion Term 3 meeting.** |
| **10. Close** | **8.16** |

**Actions from Meeting Held May 16th 2023**

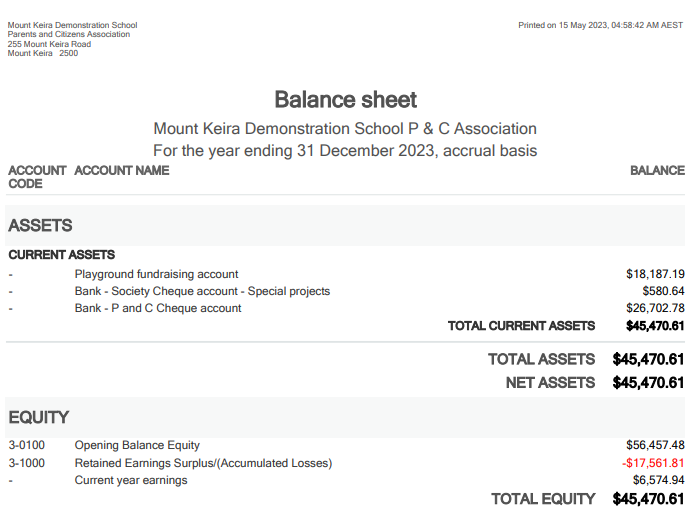
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| **Person/s Responsible** | **Action Item** |
| **Angie/Nicki** | **AN/NM to liaise with Tenae to pay for both the SmartBoard and half the defibrillator quote.** |
| **Angie** | **AN to speak with Steph and Natascha regarding major sponsors/donations to UCI and Mountain Market to communicate change in fundraising avenue.** |
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| **Angie** | **Angie to inform the community that at the Term 3 meeting the ‘wish list’ will be tabled for discussion and vote.** |
| **Maddy** | **MM to table uniform review committee for Term 3 meeting**. |
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