

**Meadowbank Public School P & C**  
**P&C Meeting : 17 September 2024**

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**Venue:** School Staff room

**Meeting commenced (time):** 7:30 pm

**In Attendance:** Cecilia P, Laura T, Ali M, Michelle W, Oyu T

**Online:** Craig E, Alex C, Eiad Y, May W, Nicole I

**Apologies:** Hamed I, Lisa T, Jennie P

**Welcome:** Craig E

- Welcomed all and acknowledgement of Country

**Minutes of the previous meeting accepted:** Oyu T, Ali M

**Correspondence:** *nil*

**President's Report:** *Craig E*

- Book Parade Father's Day fundraiser: The food delivery was late. Usually the company delivers around 8.30 – 9am, but that day they delivered at 10.45 am. Canteen items were sold instead and Alison baked cookies which sold out. We raised around \$200, mostly from the cookies. Other items sold were drinks, chips, ginger bread men and seaweed. It was still a good effort. Thank you to the volunteers: Peng Peng, Retu, Ashley, Alison, Ali and Penelope.
- Thankfully the school was able sell the majority of the baked goods at the creative arts night. The school will need to pay the canteen for the baked goods. The leftovers were sold over the counter as specials in the canteen.

**Treasurer's Report:** *Oyu T*

- The report covers 4 week period
- Due to price increases in the uniform shop and canteen the profit margins are back on track
- The cheque account holds sufficient funds to cover outstanding liabilities
- Fundraising: The Father's Day stall raised \$200 which translates to \$162 profit
- Bank interest accrued was \$112
- The supplier invoices were all paid on time

**Treasurer's Report was accepted by:** *Laura T, Ali M*

**Principal's Report:** *Cecilia P*

- Planning for 2025 has started. This includes how many classes, how many kindy kids. The school expects approx. 80 Kindergarten studnets in 2025.
- There has been lots of advertising in the newsletter to encourage early enrolment.

- Parents can email the principal in Term 4 with requests for class placements.
- Book packs: The School will purchase book packs again for 2025. This was well received by parents this year.
- Transition to Kindergarten: There will be interviews held with children and parents and the school will hold orientation sessions which are a good opportunity for P&C to engage new parents.
- Education email accounts: Please check to see if students have used their education email account for personal accounts, e.g. online games or social media. From Term 4 the email address will not work for that any more and students will lose access.
- **Action:** distribute reminders in the parents whatsapp groups to enrol their younger children for Kindy (Laura)
- Reminders to the community to enrol children in Kindy – post in community groups on Facebook
- Kindy orientation days are on 25, 31 October and 8 November
  - **Action:** Presentations from the uniform shop and P&C (Michelle, Craig)
- Craig noted that the alert for the changes to the education email addresses was a good opportunity to have a chat with kids about online behaviour.

### General Business:

- Christmas concert: staff are organising an item, the final item is ready and the class items are under way. Parents who play an instrument are welcome to join the band. The school is asking the P&C to raise money for disadvantaged students, usually spent on uniforms and excursions.
  - The school is planning to use the high school hall, but they have not been able to confirm the date.
  - For those wishing to join band, please email the school office attn Ms Crawford; she will pick the music and distribute it.
- Volunteer dinner: This is an annual dinner for all volunteers as a thank you for their contribution (canteen and uniform shop), at Ryde Eastwood Leagues. The P&C pay for food and one drink
  - Motion to approve spending of approx. \$1000 for volunteer dinner. Seconded by Ali. Unanimously approved.
- Final event of the year: P&C executive shall have a meeting in October to discuss the end of the year. Laura suggests concentrating efforts on engaging kindy parents. Ideas for fundraising and community engagement:
  - Have a table with information and option to sign up at the end of year concert
  - Sell glow sticks at the concert for fundraising
- Auditor: P&C needs to find an auditor to finalise the financial report before the AGM. The person auditing the P&C accounts does not need to be an accredited auditor, relevant accounting experience is sufficient. Michelle will ask her mother (accounting background, but not accredited).
- 2025 calendar events ideas:
  - The Federal Election will be one of our biggest fundraisers
  - Louise suggested Bush dance, which was very popular in the past
  - Flea market/Christmas market, charge stall fees, food trucks
  - Michelle: Parent engagement: The uniform shop could add notices about P&C meetings to the uniform orders, or add P&C membership to kindy uniform kit orders. There needs to be an option to opt out.
  - Craig: It's really important to get that first engagement. One of the volunteers from the Father's Day event is now talking to the canteen to get Mongolian food into the canteen menu.
  - Nicole: It's hard to know who is in the P&C. There should be more visibility.
    - **Action:** Newsletter after AGM: introduce the P&C members, repeat every term to benefit those coming to the school during the year.
  - November AGM: The executive will get together in October to prepare for the AGM and the plan for 2025.
  - Lisa would like to prepare a fruit platter for Teacher Day, date TBC. She is expecting a cost of \$100 for fruit.
    - Motion to fund fruit platter for Teacher Day. Seconded by Eiad. Unanimously approved.
  - Eiad: The after school basketball program will be at Marsden High School. What arrangements are in place for the kids moving to the school? Cecilia will get back to him with the information.
  - Eiad: Does Meadowbank take part in ICAS test? If no, why not? The school decided not to offer this test as the test does not provide the results to the school and it is very difficult to organise and takes

resources from the classrooms. There are other tests like NAPLAN that actually have a benefit for the school as the school can analyse and break down the data. Students who wish to sit the test can do so at any school that offers the test.

- **Action:** P&C to create flyer with information about the P&C and the roles to be handed out before the AGM

**Questions on Notice:**

- nil

**Meeting closed (time)** 8:43 pm

**Next Meeting date:** Tuesday 19 November 2024