

**Meadowbank Public School P & C**  
**P&C Meeting : 18 March 2025**

Rhodes Street RYDE NSW 2114	P: 9809 3648	F: 9807 2121	Email: <a href="mailto:meadowbank.pandc@gmail.com">meadowbank.pandc@gmail.com</a>
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**Venue:** School Staff room

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

**In Attendance:** Cecilia P, Craig E, Oyu T, Jemma R, May W

**Online:** Laura T, Ali M, Allie C, Lisa T, Louise I, Chris

**Apologies:** –

**Welcome:** Craig E

- Welcomed all and acknowledgement of Country

**Minutes of the previous meeting accepted:** Jemma R, Oyu T

**Correspondence:**

- *Received emails from parents interested in volunteering in the canteen*
- *Email received from Kirrallee suggesting to get started on recruiting volunteers for election bbq*

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

- Draft letter prepared regarding leaf-blowing issues near the school during drop-off times. Cecilia offered to raise the matter with the TAFE Director first.
- Discussion on improving volunteer registration processes to avoid losing potential helpers re Digital Volunteer Declaration. Especially communication between the school office and P&C could be improved.

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

- Report covered financials from 1 November 2024 to 16 March 2025.
- Canteen operating with a stable margin; slight decrease due to increased workers' compensation costs.
- Second-hand uniform sales increased by \$400.
- Fundraising income has been limited since the last Christmas event.
- P&C membership fees reconciled, currently at 16 members.
- *[Craig] Canteen's sales down, Kindy parents don't appear to be aware. We want to put a hardcopy into kids bags with menu and instructions how to use the canteen*

**Treasurer's Report was accepted by:** Craig E, Jemma R

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

- **Upcoming Events:**
  - Harmony Week next week. Main event on 27 March (students to wear orange). Traditional dress will happen at the "Ancestor Appreciation Day" later in the year.
  - Iftar Dinner on 25 March, seeking community participation.
  - Easter Hat Parade for K-2 students only this year; Year 6 students assisting.
- **NAPLAN Assessments:**
  - Recent NAPLAN assessments for Years 3 and 5 were conducted.
  - Results will be used to identify individual student needs and evaluate school literacy and numeracy

programs.

- Data from NAPLAN will contribute to future planning and improvements in teaching strategies.

- **School Excellence Plan:**

- Focus on reading, numeracy, and attendance improvement by 2027. The school will send a copy of the plan to the P&C for review when ready.

- **Infrastructure Updates:**

- Bus zone relocation to improve safety. Council confirmed the bus zone would only go to end of the orange COLA. Council will send a new map with the proper measurements.
- Upcoming Constitution Road upgrades: The school inquired if there will be traffic controllers assisting students identifying safe routes.
- Need to replace the sandpit due to wear and tear. P&C support sought for funding.

- **Student Safety Concerns:**

- There have been concerns from the public regarding student behaviour in transit (buses, scooters, pedestrian safety). Helmet wearing has improved since stopping students at the gates.

#### **General Business:**

- **Election BBQ:**

- Motion to allocate similar budget as previous elections for supplies.
- Motion carried.

- **Mother's Day Stall:**

- Motion to approve funds for gifts, pending assessment of existing inventory.
- Motion carried.
- Jemma will try to get in contact with Jess to recover merchandise from 2024 mother's day stall.

- **Sandpit Upgrade:**

- P&C agreed in principle to contribute to funding replacement, with further collaboration on materials and design. Expected cost around \$1,500 minimum. Suggestion to link election bbq fundraiser to the sand pit upgrade.

- **Iftar Dinner Contribution:**

- Motion to approve \$100 for purchasing a sweets platter for the Iftar Dinner. Ali M will organise.
- Motion carried.

- **Community Engagement:**

- Discussion on making P&C contributions more visible (e.g., linking fundraising to tangible school improvements).
- Suggestion to fund school incursions or parent education sessions.
- Book swap or street library for students proposed.
- Christmas Market is a recurring suggestion for an event.
- P&C declined to fund chocolate raffle for Easter, but parents are welcome to donate if they wish.

- **School Glossary:**

- Discussion on creating a school-specific glossary to explain common terms, activities, and acronyms for parents, particularly those new to the Australian school system.
- Plan to update the school handbook and website with clearer descriptions of programs such as SRC and extracurricular activities.

#### **Questions on Notice:**

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**Meeting closed (time)** 8:50 pm

**Next Meeting date:** Tuesday 20 May 2025, additional executive meeting to be held in April school holidays, date TBC.