

## Meadowbank Public School P & C

### P&C Meeting : 21 May 2024

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**Venue:** School Staff room

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

**In Attendance:** Cecilia P, Ally C, Hamed I, Oyu O, Alison W, Laura T

**Online:** Ali M, Craig E, Tuul N, Jenny P, Nicole I, Eiad Y, Arwa M

**Apologies:** Emma G, Michelle W, May W

**Welcome:** Craig

- Welcomed all and acknowledgement of Country

**Minutes of the previous meeting accepted:** Oyu O, Craig E

**Correspondence:** *Laura T*

- Email from Voyager Tennis - they would like to contribute to P&C

**President's Report:**

- Craig has been appointed interim president by the executive approx one month ago
- Michelle Dawson has run a very successful mother's day stall
- Thank you to Michelle Westlund for taking over the uniform shop coordinator and thank you to the volunteers
- The Zone Cross Country BBQ will be held on 29 May. Preparation in motion; Hamed is coordinating roster. Jess and Kyomi are preparing the food order. Jess organising the use of 2 BBQs, Craig will be picking up supplies like ice, etc on the day for setup.

**Treasurers Report:**

- This report covers a period of approximately 2 months
- The canteen makes profit as usual with a 10% margin
- The uniform shop profit is 18% less than same time last year. The stocktake is still outstanding, stock on hand \$50K is only an estimate
- The Mother's Day Stall raised close to \$1400 net
- \$1500 stock from mother's day reported as inventory; the stock is currently not accessible
- The P&C has donated \$7544 to the school for an incursion and \$698 donated to Dymocks
- The P&C has sufficient funds in current account to cover all costs

**Treasurer's Report was accepted by:** Laura T, Hamed I

**Principal's Report:** Cecilia Parada

- External validation (assessment of school every 4 years): People from outside the school assess the school on various criteria, such as self assessment, sustainability and growing, based on the School Excellence Framework. Meadowbank PS was found to be excelling in curriculum, in assessment practices, learning and

development, management processes and practices. The school is now working on its Strategic Improvement Plan for 2025-2028. The school will include the staff voice, parent voice and student voice.

- School budgets have been cut by 1.25%. This will result in some adjustment to procurement. Staffing and the curriculum are not affected. Student safety is not affected by the budget change.
- PSSA shirts update: The school has purchased new shirts, communications are going out soon. Children can swap their shirts if necessary, new shirts will be available for summer season. In the future parents can buy the shirts. There will be a minimum order of 10 shirts.
- Current enrollment is at 707 students. The school has a SLSO for Mongolian students, 3 new arrivals program teachers, 3.6 EALD teachers, and 0.7 learning support teachers.
- Uniform: The school is happy with the bottle green stockings.
  - **Action item:** Can the uniform shop please stock bottle green stockings in various sizes. For communications with parents and carers the preference for stockings is green, but this is not mandatory if parents have already purchased stockings in other colours.
- There is no significant update on traffic surrounding the school. See St crossing is with council. Craig will follow up with Jerome Laxale, Jordan Lane and Council to enquire on the traffic controller. Hamed will assist in chasing the matter with council.

#### General Business:

- Elections: Attendees agreed to postpone elections for casual vacancies until next meeting due to low turnout and to allow Jessica time to respond.
- Uniform Coordinator role: Canteen staff currently earn \$33.24 p/h (minimum wage is \$23.23). The treasurer suggests setting the rate for the unishop coordinator at \$30 per hour. Expected hours of work per week are 4 hours. Discussion ensues if employment shall be casual or permanent part-time.
  - **Motion** to turn uniform shop coordinator into a paid position, unanimously approved. (voted YES: Eiad, Craig, Oyu, Alison, Hamed, Laura)
    - **Action item:** Eiad and Laura to provide further information details of employment, such as the type of employment, best practice, expectations for the role
- P&C documents: Please provide documents prepared for P&C events to secretary for the records and to facilitate event planning in the future.
- Meeting participation via Zoom: Attendees are reminded to please make sure to add their name on Zoom to facilitate communication and counting votes.
- Zone BBQ (Hamed): The volunteer roster is full. More volunteers are still joining the Whatsapp group. There are additional jobs that volunteers could take over especially with setup and packdown. Hamed and Craig will assign further jobs.
- Father's day fundraiser: The attendees agree an event would be preferable to a stall. Ideas are a breakfast BBQ, coffee cart on the oval, soccer match. Social event possibly followed by fathers joining children in class afterwards.
- How to help children with their career: Hamed presents his research on ways to guide children to find their strengths and weaknesses.

#### Questions on Notice:

- Election: presidency and subsequent open positions

**Meeting closed (time)** 8:33 pm

**Next Meeting date:** Tuesday 18 June 2024