

2020 P&C AGM & MEETING

MINUTES OF AGM MEETING 1, TERM 1

DATE: Monday 2nd March 2020

VENUE: Library, Avalon Public School

ATTENDEES: Andy Rankin (Principal), Bianca Howarth (Deputy Principal), Stephanie Stoddard (President), Michelle Ring (Vice President), Peter Edwards (Treasurer), Adam Forster, Anton Van De Vegt, Melissa West, Melissa Dalton, Fiona Tobin, Mel Wellings, Jess Robertson, Olivia Smith, Jenna McDonald, Dan Edwards, Sandra Skelly, Lee-Anne Newcombe, Amy Avalon, Emma Wake

APOLOGIES: Vanessa Edwards, Mel Moss, Natasha Lansdell, Lisa Weber, Flavia Julius

Meeting commenced at 7pm

Prior AGM meeting minutes approved and acknowledged by Jess Robertson and seconded by Fiona Tobin with no further actions.

Steph Stoddard:

Executive committee:

Steph Stoddard nominated Emma Wake as Secretary and seconded by Michelle Ring.

Biggest PC meeting turn out

Pete, Michelle & Steph met with Sandra to ensure workload shared throughout the year to divvy up roles & responsibilities

Due to 17 paid employees employing the services of EMPLOYSURE for expert HR and employment advice to bare legal costs to avoid personal liability and burden

Jess Robertson enquired if they were on contracts as it would be beneficial for band to lean on that service in the future and obtain advice

SS explained the canteen are the first to go through the employee contract followed by uniform and then OOSH who has the bulk of employees but Band can certainly seek advice for the employment of contractors

SS is meeting Employsure on Wednesday to review WH&S compliance in all P&C workspaces

Andy Rankin-Principal:

Principal Report:

Welcomed all to the meeting

Mentioned the Parent/Teacher Evening last week

939 students and the school continues to grow each year with more enrolments

36 teachers and new staff

Vacancy for a counsellor, the one at present works 2days/week
GA vacancy-SS & AR interviewed today
Language teacher position-couldn't be secured, will engage the recruitment process again in semester 2 or more likely 2021
250 people responded to the survey therefore in demand

Modern Learning focus with Ian Jukes who returns next week
How well equipped is the school? Are the teachers?
Professional audit
Next Wednesday Ian Jukes interested in interviewing parents 2:30pm & 5:00pm to seek their thoughts & provide feedback for the future of APS -no staff present so parents can speak openly
AR would like to meet with a focus group of 10 people Thursday 9:30am in terms of what are parents understanding of the topic 'What is Learning?'

Bianca Howarth spoke about working with the State Literacy Consultant
Focus on K-3
Engaging in research that works best for students
Team teaching to upskill
Week 8 proposing a parent workshop
AR stated that reading and writing tends to taper off in all schools in year 3 so want to see fluidity
Library is used for RFF at present
BH Purchasing quality texts and engaging with the librarian

AR Working Bee turn-out was disappointing-didn't get kindy playground equipment sorted
Primary playground has raised the whole tone of the school

Interior of the hall is being refurbished & will be opened by the end of term 1

Bushfires have had a significant impact & are conscious of how APS can show support
Sam Bateson made contact with Cobargo Public School, only a small school with 4 classes
Their grounds are damaged and need approximately \$15,000 to rebuild the gardens
PPA matched APS with Captain Flat Public School so APS has 2 schools to fundraise

Treasurer:

Peter Edwards:

A lot of money goes through the P&C and is very complicated
Thanks to Sandra who administers the day to day operations
Major new building project this year with OOSH taking significant \$200,000-\$250,000
Thus OOSH is the main focus for funds this year
Money wise the P&C is in a decent position

Sandra:

Accounts Manager:

Audited statements for each sub-committee are now audited and require signatures

Canteen:

Mel Dalton:

The canteen consists of Mel Dalton and Mel West as co-managers plus Judy.

New appointment Kirsty commences next week.

Food Handlers course is complete.

Bars have been removed & has been received well.

New suppliers are parents of the school; Pattersons Pies and Feed Me Too (allergy free)

Trying to communicate better i.e email, canteen newsletter

15 new volunteers

Providing an orientation with literature prior to them commencing

Name the Canteen and Logo competitions

Agreed to do individually not as a class

Next P&C meeting shortlist and decide winner in which they will receive a prize

Listing new equipment as introducing new items to the menu

After 2pm canteen kitchen is not being utilised (only for admin)

Suggest teachers and students link FT to talk about the garden and 'bringing produce to the plate'

Bulk b'day parties – planning to introduce ordering of ice blocks/muffins etc through flexischools

SS congratulated canteen on its transformation

Uniform:

Mel Dalton:

Busy start to year, finally Flexischool orders and shop quietening down

Square retail system working well

New e commerce store (free website) has had its difficulties but will be ready to go live after a few more tests

Winter Skorts agreed for 2021 once tunic supplies have been run down

JR fine if can be worn with socks and also questioned the price point as tunics are expensive

Mothers Day Stall:

Mel Dalton:

2020 approach more sustainable and environmentally friendly

i.e plants/succulents

Ask the school community for products/homemade goods
Encourage to buy local/from the bush
\$5-7 price point as then there's profit from \$10 sale price
JR suggested charity as an option
FT suggested painting pots in the garden club at lunchtime

OOSH:

Steph Stoddard:

55 intake increased to 85 maximum students as at capacity
Underestimated the demand
Meeting with Karen and Don, managers, to ensure they feel supported
Applied for \$30,000 grant and also been offered to be a candidate in a new pilot program for a higher grant
March 9th an internal meeting
Putting ASSETS project manager on hold

OOSH are utilising Elouera Hall at present as a temporary space not a permanent arrangement

Once building erected it will not be exclusively for the use of OOSH as it will be available to the school during the day as it will be a double demountable with a bifold door

Department of Education assess what rent is feasible as the building is on their land, yet the rent goes directly to the school

Band:

Jess Robertson:

128 students
Senior band has the maximum number of players it ever has with 19 year 6 students
Encouraged them by providing a band badge, leadership roles, SUP day at the end of the year

Before school rehearsals are positive

2019 trialled a day tour
2020 an overnight band camp in the Blue Mountains Term 3 week 2

So many volunteers with a wonderful vibe as the paid staff feel supported

Instruments well accounted for with 90% in working order
Low on euphoniums and the saxophones keep breaking so would like to invest in some of these

New secretary is Sam Hinderling

Dance:

Steph Stoddard:

Natasha is reducing fees from \$200 to \$160
\$3500 in the dance account PC would like to go to the hall refurbishments
AR suggested the curtains as they were damaged in the rain

Garden:

Fiona Tobin:

Thrilled with the help in the veggie garden

Bunnings donated palings

Peter from Kimbriki donated \$1000 beds, example of total re-purpose by using school'sold roof panels, PR Manly Daily

Waiting to hear the result in late March re \$30,000 grant which was submitted in September to improve the front of the school

Fundraising:

Steph Stoddard:

Mel Moss happy to take on and overview the role of fundraising events for the whole year
She will arrange for a meeting to see who wants to be involved- She doesn't want to lead just get a committee of people

General thought is Av on the Green should go ahead this year

Other:

Steph Stoddard:

SS raised if permission could be granted for people to spend up to \$100 without approval from member of PC executives

E.g petty cash purchases, woolworths for canteen, leaving gift for staff

JR Agreed & seconded by EW

Interschools:

Emma Wake:

AR approved gazebo to go to Thredbo if its available and advertising in newsletter

Meeting close 8:30pm.

Next meeting date Week 9 23rd March 2020.

Certified a correct record

Name:

Signature:

Date: