



## P&C MEETING MINUTES

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**Date:** 20th November 2023

**Venue:** Avalon Beach Surf Life Saving Club

**Attendees:** Amy Kenny, Morgan Webster, Hendrik Van Sendin, Andrew Kennedy, Andy Rankin, Ruth Frost, Sue Winstanley, Cora Bolton, Kaylee Faulkner, Jacqui Scruby, Flavia Julius, Kirsty Van de Wallen, Cassandra Mow, Fiona Tobin, Sandra Skelly, Jessica Boomer, Jo Lamb, Sarah Le Hanie, Karen McGill Grace Quiney

**Apologies:** Cara Lukeman, Bianca Howarth, Lisa Weber

Meeting start 6:15pm

### **President report:** (Amy)

- Minutes from AGM 2022 accepted; Ruth Frost, seconded; Morgan Webster.
- Auditor's report accepted; Morgan Webster, seconded; Andrew Kennedy.
- Report attached.
- Fundraising: P&C meetings cut back to 1 per term. 1st meeting saw very large numbers. Second hand uniform sale - extremely positive. Now running twice a year. Election day BBQ and cake stall. Tamburlaine wines and Avalon Brewery - bought in over \$1k. Hot cross bun drive - \$600. Mother's day breakfast - traumatic but very successful. Solid plan for 2024. Cara and Grace jumped on board to assist with events. Colour run; 3rd biggest event the company has ever seen. Father's day breakfast - huge success. Referendum BBQ - very small number of volunteers. Parent social - 80 tickets sold. \$5k from the silent auction. Do a similar event in term 1. World teachers day coffee, much appreciated. Thank you to Grace for organising a morning tea for kindy parents. Overall fundraising \$76,500!
- Canteen; new ovens! Departure of Mel Dalton saw a shift in staffing. Welcome to new staff and volunteers. Class roster has been a win.
- OOSH; audited and signed off this year. Low enrolment numbers in the school yet kindy enrolments increase. Back on the new building crusade. Applied for federal grant.
- Uniform shop; profits impacted by second hand stall.
- Band; longest running band in NSW primary school. Band camps have been a huge success. Thank you to Cass who is stepping down as Band coordinator.
- Garden club; open for recess and lunch. Integrated into the curriculum. Financial structure will change slightly in 2024. Greatly appreciated.

- Contributing over \$200k to the school (garden club, instructional leader, canteen oven, playground equipment, sporting apparel, year 6 dinner)
- Thank you to the executive team at Avalon, all employees of the P&C.
- **HUGE thank you to Amy for an incredible year as P&C President.**
- **HUGE thank you to Andrew for his time and expertise. Forever grateful. From the band also, a big thank you.**
- **Thank you to Ruth for secretary 2023.**
- If we do not have 5-10 people on an event committee outside of the executive, the event will not run.
- <https://www.foreverychild.au/>
- <https://www.megaphone.org.au/petitions/fully-fund-public-schools-now?partner=aeu-for-every-child>
- Thank you to Cara and Grace who stepped up as part of our event committee. For 2024, we would like to see;
  - Fundraising coordinator
  - Volunteer coordinator
  - Events coordinator
  - Grants coordinator
  - Communications coordinator
- This will be pushed for term 1 after the parent social.

#### **Elections open: (Andy)**

- President; Amy nominated - Grace, seconded - Morgan
- Vice President; Morgan nominated - Amy, seconded - Grace
- Vice President; Jessica nominated - Morgan, seconded Grace
- Treasurer; Hendrik nominated - Morgan, seconded Amy
- Secretary; Jacqui nominated - Amy, seconded Morgan

#### **Principal's Report: (Andy)**

- What a pleasure that the best has got even better.
- Expo day; happiness through helping, building connections in the community is what has made this year great.
- Pittwater Palms performances have been heartwarming.
- NAPLAN results have been the best they have been in years. School fees have allowed curriculum instruction which has made a significant impact.
- School projects - asset management involved in both projects which slows the process down.
- 2024 enrolments; dropping from 820 to 750. People are moving away from Sydney which is impacting enrollments across Sydney. We will unfortunately lose some temporary teachers. 17 temporary teachers this year can only keep most for 2024.
- Funding for pay rise has come from school funding; very disappointing. KAPTA funding has been reduced by \$100k due to this increase.

- Happiness for helping, 9 D's.
- Jacqui - SHARK TANK.

### **Subcommittee Reports**

#### **Garden Club:** (Fiona & Sue)

- By the end of the year we will have given a total of approx 76 Garden Club Classes and run 52 lunchtime Garden Clubs for K-2 and 3-6
- Composting, Soil health, Critters, Pollinators, Paper making, Pollinator seed Critters, Paper Pot making, Printmaking with Plants, Mini Greenhouses, Vertical Gardens, Insect Hotels, Worm Towers were some of the classes we ran
- Lunchtime Garden Club was focused on care for the Garden - watering, weeding, sowing seeds, planting plants etc
- We had a great fundraising day on expo day, money was raised to purchase our mini Greenhouses which arrived last week
- We were host to a Kimbriki Composting workshop - a lot of complimentary comments from the public attendees and from Paul one of the facilitators saying that by far we have one of the best school gardens and set up that he has seen
- We have been able to complete the Kangaroo Garden seats with huge help from Phil Perks which is now another outdoor space for classrooms to be able to use - Garden Club contributed approx \$780 towards getting it finished this year
- Alice did a teacher survey which we are still going over the feedback - very positive - more Garden and growing time was flagged and access to classes as our timetable waitlist always had classes on it, something we will work towards increasing
- Next year we will focus more on care for the garden and on growing more for the Canteen

#### **OOSH:** (Karen & Sarah)

- This year has been a very busy one at OOSH.
- Our numbers, while surging at the beginning of the year, have dropped off over the past few months due to after school activities.
- We have farewelled a few staff members and brought in new team members who are all enjoying their time with us.
- All of the staff members have undergone further training over the year, bringing them all up to date with First Aid, Child protection and Food handling.
- We are also grateful that three of our staff members have taken on the responsibility of RP (Responsible Person) in the event of any senior staff member not being available.
- Bookings for the three day Pre-Christmas program are filling quickly.
- Our Vacation Care Program will go onto our website this Friday.
- We are almost booked to capacity for 2024.

**Band: (Cass)**

- Filling some new committee positions and possible restructuring for 2024

**Strings: (Emma)**

- Avalon Strings had a very successful year with several performances and outstanding results
- Looking forward to another productive year in 2024

**Canteen: (Kirsty)**

- Staffing: Sadly, Melissa left us at the end of Term 3. We have two new staff added to the team. Claudine Gasnier and Annabel Kurtz, both 2 ½ days per week.
- New Menu Items: Chicken and Beef Burritos have been added to the menu, these are made in the Canteen, and have been very popular. We are selling around 50 Beef and 20 Chicken per week (& increasing). These are offered as a special on Monday and Wednesday for \$6.
- There have been requests for more Gluten and Dairy free items.
- We are trialing Gluten/Dairy free Sausage rolls from Term 4 and will also add Gluten/Dairy Free Muffins.
- I will also take some items off the Menu that we are not selling so well.
- We will endeavour to make as much as possible from scratch as this provides the best profit margin.
- Price Review: Whilst we try to keep our prices as low as possible, with our rising food costs, this will mean there needs to be a full review of what we are selling. I have noticed a couple of items where we are losing money. I have increased some Items by 50c at this stage, but further increases will need to be implemented in 2024.
- Volunteering: Allocating the Classes to the Volunteering Roster has been wonderful (thank you Amy). We have had an overwhelming response on a Friday, which has been so helpful. Such a lovely bunch of Mum's and Dad's helping us out.
- Equipment: The 2 x Turbofan commercial ovens have been extremely beneficial to the canteen. This has improved productivity. We can't thank the P&C enough for this purchase. We can bake 96 muffins at one time!.
- Other News: The Canteen provided a large morning Tea for the Staff for World Teachers Day consisting of Mini Quiches, Cheese and Fruit platters, this was well received.
- Small catering jobs have continued for Mr Rankin/Ms Weber.
- The Canteen will provide Lunch for the Staff attending the School Swimming Carnival 2nd day back to School 2024

**Uniform store: (Kirsty)**

- Summer Dresses – we have had to purchase the stock of Summer Dresses that were sitting in the warehouse. This was a big outlay of \$13,500 and 323 units. The Supplier will continue to keep these in their warehouse, we can draw down the supply when needed.
- I have topped up stock as needed. A delivery of Hats (with House colours) is due to arrive 30/01/24.
- We have had a steady stream of Kindy Parents coming in to purchase their uniforms for next year.
- Uniform Shop will be open on 30th January 2024 8am-2pm, just before Students return for the new School year.
- Second Hand Item Requests: Second Hand Items continue to be dropped at the Uniform Store. These continue to be purchased.

Meeting closed 7:15pm

**Next meeting date: Term 1 2024**