

Kingswood Public School Parents and Citizens Association P&C Meeting Minutes – May 2019

Meeting date/time: Tuesday 28th May 2019 2pm Location: Heritage Building, KPS. Type of meeting: General meeting Attendance: Rebecca Dunn, Sharon Lanham, Zeina Madrajat, Raien McCracken, Sarah Spinks, Kelly Wells Apologies: Lily Guo, Natasha D'Silva, Carina Fernades, Norma Petrocco, Belinda Clarke.

1. Welcome and formal opening of meeting Sharon Lanham as Chairperson Meeting opened 2.05pm Quorum present? Yes
2. Attendance and apologies Apologies received, attendance taken in book.
3. Minutes of previous meeting (received, any amendments, approval) Amendment: P&C approved Raien to purchase flowers/gift for Crossing Guards to the value of \$50 in total to be presented at assembly on Walk Safely to School Day. Amendment: change 'I...' statements to 'Sharon' for clarity. Motion: That P&C confirm the minutes from the General P&C meeting held on 26th March 2019, with the above amendments. Moved: Sharon Lanham Seconded: Sarah Spinks.
4. Business arising from previous minutes Confirmation of 2018 AGM minutes Motion: The minutes of the AGM held 27th March 2018 are confirmed as correct. Moved: Kelly Wells Seconded: Rebecca Dunn Setting of 2020 AGM date Motion: The next AGM will be held on Tuesday 24th March 2020. Moved: Sharon Lanham Seconded: Rebecca Dunn Confirmation of Nov meeting minutes Minutes were not presented so could not be confirmed as accurate. Friendship Seat – Bunnings Project currently awaiting approval from Ms Petrocco. Action: Raien McCracken to send fundraising letter to Sharon to be forwarded to Ms Petrocco for approval before sending to Penrith Warehouse Bunnings. Interactive classroom board P&C discussed additional classrooms and request for funds to be allocated to an interactive board. P&C decided to allocate the funds raised from the Easter Raffle towards the new technology. Motion: That P&C donate the \$1400 raised from the Easter Raffle to Kingswood Public School for the purchase of an interactive classroom board for the new demountable building. Moved: Sharon Lanham Seconded: Rebecca Dunn Action: Sharon to present cheque to school during an assembly along with a certificate.
5. Correspondence Incoming: • Father's Day Catalogue from Moon and Back Outgoing: NIL Motion: That the inward correspondence is received. Moved: Raien McCracken Seconded: Kelly Wells
6. Reports • Principals report – Norma Petrocco/representative No report was tabled due to absence. • Presidents report – Sharon Lanham Welcome to the May Meeting, so much has happened during the last month. First we had our Mother's Day Stall which was a huge success, I would like to thank all the helpers on each of the 3 days we needed, one to set up on the Monday, two to sell to children attending Zone on the Tuesday, and then three, our big stall on

the Wednesday. Thank you everyone. The Walk Safely to School Day, Friday 17th May, was a positive day, ending the day with a certificate and flowers presented to the Crossing Guards Trish and Brigitte in the afternoon assembly. Our Treasurer Lily is absent today due to her new baby Emily being born and we send our best wishes to all the family. I have created a big sign for PLUSH so parents can see it as they enter the school in the mornings. Thank you – Sharon Lanham

Motion: that the Presidents report be accepted. Moved: Sharon Lanham Seconded: Kelly Wells

- Treasurer report – Lily Guo As at the 26th of May 2019 the P&C have an account balance of \$11,542.80 During March and April we received 2019 member fees \$76, PLUSH (second hand uniform) income \$192, Easter Raffle \$1,401.40. We received \$115 from Commonwealth Bank for School Banking, \$1.43 from St George Bank for interest. During May, we ran Mother's Day Stall, got \$2,274.50, we paid \$916.62 to get all Mother's Day Stall gifts, and made \$1,357.88 profit. P&C has paid \$111.56 for Kindy parents first day packs.

Motion: that the Treasurers report be accepted. Moved: Raien McCracken Seconded Sharon Lanham

7. General Business Active Family Fun Raffle Raien presented idea for raffle with sports themed prizes (already have a Penrith Panthers jersey donated) with the added benefit of encouraging wellbeing and physical activity in the school community. Suggestion to run in August, potentially linking in with a school event such as Education Week when parents may be visiting school. Idea to be presented to Ms Petrocco for approval and setting of date. Action: Raien to email Sharon who will send documents to Ms Petrocco for discussion/approval.

School website update Raien presented a draft of the updated information for the P&C section of the school website. Need to confirm names of Banking Team. Action: Raien to finalise details, send to Sharon who will send to Ms Petrocco for approval before sending to Miss Cleaver to be added to website.

Father's Day Stall preparations P&C discussed feedback from Mother's Day Stall: suggestion of less variety but more quantity of each item, \$3 table was not very popular in the class purchasing times- students seemed to go to lower and higher tables depending on their funds, P&C members would like input into purchasing decisions. P&C members agreed to discuss and decide on budget at next meeting. Action: Sharon to send list of websites that gifts are purchased from to members, for them to view and give gift suggestions. Action: Sharon to prepare list for next meeting to approve budget.

Disco parent refreshments Raien raised the idea about whether P&C can provide refreshments (hot drinks with lids and biscuits) to parents at the disco on 27th June. Service would be limited to adults and be between 6pm and 6.40pm, the time between the two discos when parents are there to pick up/drop off children. The purpose of this would be advertising the P&C and also so that parents can meet P&C members and make connections with each other. A donation tin

would be available for parents to make a donation for their drink. This idea needs approval from Ms Petrocco. Action: Sharon to present the idea to Ms Petrocco for approval.

Athletics Carnival/ES1-S1 Sports Fun Day Raien asked if P&C were going to be supporting these days this year. Sharon reminded that last year was a school request. No request as yet this year. No further action required.

P&C Banner/signage Raien presented P&C with a quote of \$29 for getting a 61cm x 120 cm banner printed at Officeworks. The banner will have the school emblem, 'Kingswood Public School P&C Association' and 'Thank you for supporting our school community'. Raien has contact who will donate their time and graphic design knowledge to produce a design for printing. Suggested that we purchase 2 banners of the same design for continuity and flexibility of use. Recommended to have coloured background. Motion: for the purchase of two banners from Officeworks, pending approval of design by Ms Petrocco. Moved: Rebecca Dunn Seconded: Kelly Wells Action: Raien to organise for design to be made, send to Sharon for members to view then send to Ms Petrocco for final approval before getting printed.

School fundraising team Sharon reported she had met with Ms Proud to discuss the school's fundraising plans. Ms Proud to discuss further with Ms Petrocco. No further information available at this time.

Movie Night fundraising idea Idea of family movie night fundraising event in December. Suggested to approach Hoyts for prizes and donation of popcorn. No decision made, will discuss further at next meeting.

Chapman Gardens Sports Precinct Suggestion raised as to whether the P&C could be involved in events for the future 'grand opening' of the Chapman Gardens Sports Precinct following the recent news of plans for construction and upgrades. Suggested that we contact Penrith City Council.

Sports representative sponsorships Three students, Addison, Khloe and Mia, have been selected to represent the school and Sydney West at the State Carnivals for softball (Addison) and basketball (Khloe and Mia). Motion: that the P&C donate \$150 sponsorship to the above three students representing our school at PSSA State level events this year. Moved: Rebecca Dunn Seconded: Sharon Lanham

Boarding houses Material was distributed via email (9th April) following the last meeting for members to view. A decision for responding to this issue has been deferred to the next meeting due to time constraints.

8. Meeting closed, next meeting set Meeting closed: 3.00pm Next meeting: Tuesday 25th June 2019, 2pm, Heritage Building.

