



P&C COMMITTEE MEETING MINUTES

Pymble Public School Parents & Citizens Association Meeting - **10 August 2022** via Zoom

ATTENDEES in PPS HALL

Members: meeting held only via Zoom (Covid precautions)

ATTENDEES VIA ZOOM

Members: Alicia Ferrier, Angela Choi, Cameron Martin, Caroline Boa, Cath Powell, Danielle Visione, Gayle King, Iris Wang, Jade Wang, James Ward, Jess Stone-Herbert, Laurie Ritchie, Mandy Crowley, Penny Lannen, Sarah Cable, Nicole Doig

Guests: None

a) WELCOME

Danielle Visione opened and chaired the meeting. Meeting declared open at 7.04 pm.

b) APOLOGIES

Bruno Diodati, Chloe Steele, Glenn Gao, Heather Huang, Libby Gauld, Robert Yue, Sally Davie

c) CONFLICT OF INTEREST

Nil.

d) ACCEPTANCE - MINUTES of June 8th, 2022 meeting

Danielle Visione moved that the previous meeting minutes be accepted as a true & fair record. Seconded by Caroline Boa, Jess Stone-Herbert and Sarah Cable; motion passed.

e) MEMBERSHIP

No new membership applications. Penny Lannen advised that Stella Lee had resigned from the Committee as her child no longer attended the school. Stella thanked the Committee for all their hard work and dedication to the school community.

f) BUSINESS ARISING FROM THE PREVIOUS MEETING MINUTES

There were no other matters arising from the minutes that were not otherwise included in the agenda.



g) CORRESPONDENCE

IN: Nil

OUT: Nil

h) COMMITTEE REPORTS

President's Report:

Welcome back to Term 3. I am sorry I can't be there tonight, I am supporting my daughter and her 3/4L class who are performing at the Arts Alive concert at the Town Hall.

There has been much progress already this term on the P&C front with some major and ongoing projects coming to fruition after a number of delays due to the disruptions we have all experienced in the past 2+ years.

The netball court resurfacing is well underway, playground line markings next to the court have been painted and new lighting has been installed along Crown Rd which has made a big difference in the evenings to those leaving the School.

There are many exciting activities underway for the children, the School Fun Read is already generating excitement amongst the children and of course planning for the much loved Father's Day event is in full swing.

The Executive team met on 27 July to discuss and agree allocation of funding to the School and we will be pleased to share the outcomes at the next P&C meeting.

Bruno and I are meeting with Council tomorrow morning to discuss the possibility of a carline shelter along Crown Rd and the Lost Property area is soon to be improved!

Thank you to everyone for being involved in the P&C, every little bit counts - many hands make light work!

Sally Davie, President

Principal's Report:

Welcome back for another exciting and busy school term. We continue to navigate complexities at school and within our community associated with the ongoing Covid pandemic. Term 3 commenced with some minor changes to our school's Covid-smart measures as determined by the NSW Department of Education and NSW Health. However, we have continued to plan for a variety of sporting and extracurricular activities and events with Covid-safe plans in place. Already this term students have participated in several sporting and performing arts activities. As we speak, 3/4L students are performing at the Arts Alive Choral Festival at the Sydney Town Hall as part of a large, combined schools' choir. One of our Year 3 students, Josephine has been selected to perform a solo at tonight's performance, which is a huge honour for her, her family, and the school. We have also



had the senior drama group perform at the Chatswood Concourse, our bands compete in the NSW Band Competition at the University of NSW and several performances at the Sydney Town Hall as well as our field events and athletics' carnivals.

Did I mention it is only Week 4?

As mentioned, we continue to plan for events and activities which provide students with enjoyment and opportunity. There are many more excursions, extra-curricular activities and performances scheduled for this term, including next week's Year 6, 5-day Canberra and the Snow camp. I'd like to acknowledge the tremendous amount of work and effort that our teachers and staff put into planning, organising and running such events and activities.

The updated Covid-smart measures for public schools can be viewed on the Department's 'Advice for families' website; the link is in previous communication as well as today's Myalla newsletter. In summary,

- mask wearing while indoors at school by students is strongly recommended
- hand hygiene at school remains a priority
- enhance daily cleaning in schools continues
- natural, manual ventilation of classrooms continues
- strict Covid-safe plans are in place for all extra-curricular activities
- school drop-off is outside the school gates, staggered school pick-up arrangement remain
- currently all school assemblies are back online via ZOOM.

Netball Court resurfacing project update

The resurfacing of the netball court and surrounding area is on track and nearing completion. We should see children back playing in that area within a few weeks; enjoying the new netball court as well as the newly painted playground games, hopscotch, snakes and ladders and mirror me.

Pool Repair Update

The pool inspection report performed by Roejen was submitted last term as well as their quote to repair the pool. Thank you to P&C for coordinating and funding the report and quote. In the meantime, Assets Management Unit has approved my application to manage the repair work of the pool. This means that, if the pool contractor has availability, we should be able to have the pool repaired by the end of this term.

Crown Road Pedestrian Lighting update

The low voltage pedestrian lighting on the school's fence along Crown Road was installed during the recent school holidays. Thank you to P&C for funding this project. It makes a significant difference to the visibility at night along the front pedestrian Crown Road footpath.

Read-a-thon and Book Week

Thank you to Dee Visione and the fund-raising committee for organising the Read-a-thon activity to raise funds for the school during book week, scheduled for Week 6. This is a great initiative which not only encourages children to read more but also supports our school's Book Week, Book Fair.

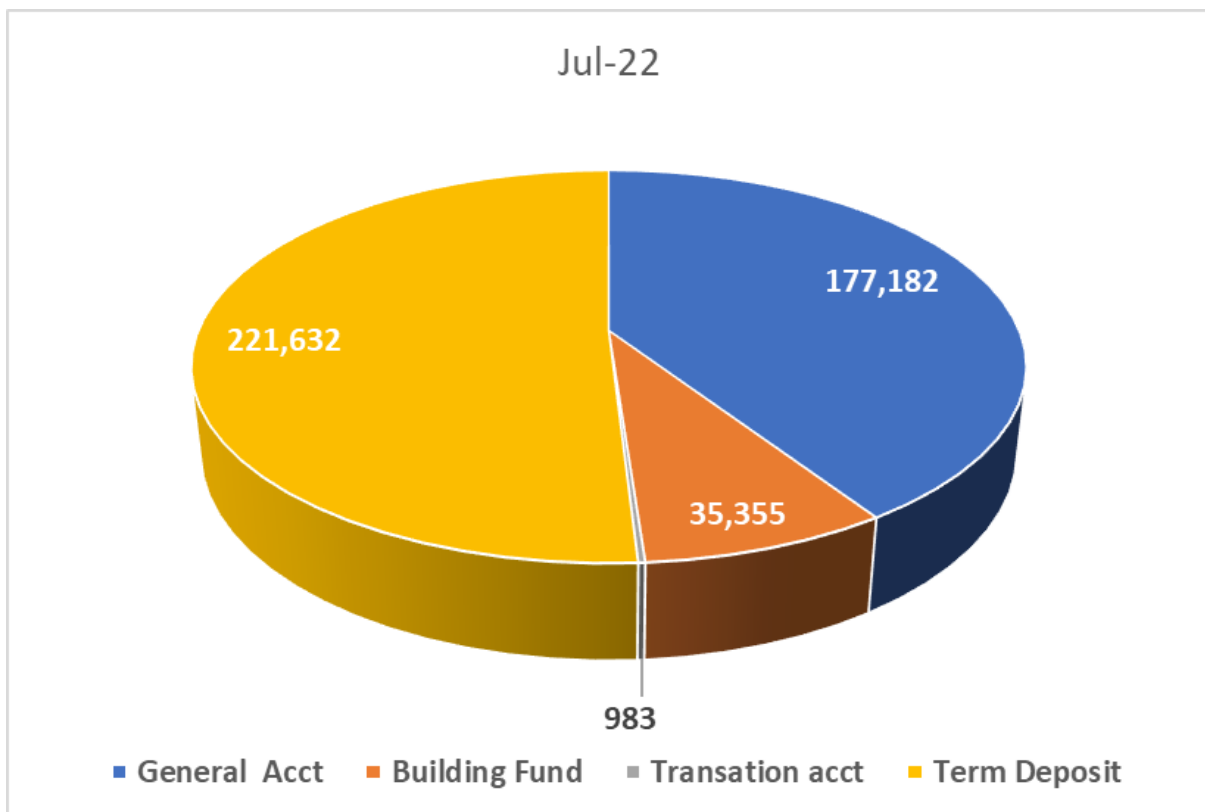
Bruno Diodati, Principal



Treasurer's Report:

Highlights:

- Since the last Treasurer report provided for May 2022, P&C reported an overall deficiency of \$20,447.62 over the period from Jun to Jul, with both months in negative territory.
- \$18,035.29 deficiency in June was mainly due to School Holiday Season- low income month with additional operating cost- Pool repair and YTD salary catch up for band coordinator.
- July deficiency of \$2,412.33 was also due to limited fundraising and other revenue generating activity to offset operational cost.
- As at 31st July 2022, P&C had \$435,152 (excl Band funds) cash in the bank, represented by:



- All insurances have been renewed in July. Certificate will be available once issued by insurer.
- Key Projects in the next 6- 12 months have been discussed and reviewed during the Executive Committee meeting. It is agreed P&C will fully support projects to improve students' learning experience and general wellbeing. Details to be discussed with the sub-committees and school principal.

Glenn Gao, Treasurer



SUB COMMITTEE REPORTS

EVENTS & FUNDRAISING MANAGEMENT - Dee Visione

Key Achievements/Activities since last meeting:

Return & Earn

The P&C continues to be a Local Donation Partner at the return machine in St Ives carpark on Mona Vale Road until 16th October.

Father's Day BBQ - Friday 2nd September

- Our much-loved Father's Day breakfast will be held on Friday 2nd September on school grounds from 7.15am-8.45am.
- We will be serving egg & bacon rolls, sausage sandwiches, juice and provide a coffee & tea station.
- Website is live to pre-order food: <https://ppspandc.org/fathers-day-breakfast>
- To volunteer to help on the day, follow the link: <https://www.signupgenius.com/go/10c0e4ba4a729a4fcc16-fathers>
- Liaison will be circulating info to class parents
- Flyer (designed by talented Kath Marshall) will be in Myalla, FB & sent in school bags

School Fun Read::

- We're off and fundraising for our School Fun Read – profiles can be created now at www.funread.com.au
- This readathon will give students a chance to find the magic of reading and be rewarded for reaching their targets.
- Reading will happen in 2 weeks, Book Week (22nd-26th August).
- Prizes handed out after 3rd September
- 3 competitions to incentivise children to participate
- Goal of \$5k
- Flyer in Myalla, FB & in school bags
- Liaison will circulate to class parents

Any approvals from the Committee required? Expenses?

Father's Day planning needs to be finalised and approval sought from the Executive Committee.

INSTRUMENTAL PROGRAMME (Band) - Cath Powell

Key achievements/activities since last meeting

- **ASBOF** – 7th August JB, CB and PE performed at UNSW. They received an adjudication and the following awards:
 - Junior Band – GOLD



- Concert Band – SILVER
- Performance Ensemble – GOLD
- **Arts Alive** – 9th August Jazz Band auditioned and were accepted and offered a position to perform on the Town Hall Stage last night. They were fabulous. It was a wonderful experience for them all to travel to the city for a sound check in the morning and then return for their performance in the evening. The parents were thrilled about it and it was a beautiful sight and sound.
- A few shuffles in **enrollments** and chasing invoice payments but nothing out of the ordinary.
- **4 repairs** at the shop at the moment. I'll have a chat to the kids about maintenance and careful use of their instruments.

Upcoming activities planned

- 28th August – Concert Band to perform at BUNNINGs Father's Day Event
- 8th and 10th September – Performance Ensemble and Concert Band (separate dates) to perform as a part of the Northern Sydney Symphonic Wind Ensemble (NSSWE) at Chatswood Concourse
- 18th September – Camp afternoon and Concert EXTRAVAGANZA

This will involve an intensive afternoon of workshops and rehearsals followed by a concert (venue TBC) for ALL school community. We hope to boost the K-2 attendance so they can see what they will be a part of in the future if they join the program. The concert will showcase the Band program and the guest will also enjoy a professional band (Think interactive big band) who are booked and will perform at the end of the night.

Action: A subcommittee is required to help organise this event. Caroline Boa offered her assistance and Dee will ask Nikki and Tori if they are willing and able to lend a hand. Discussion also around sourcing of a venue for the concert part of the day - a number of church halls were suggested. Also discussion around ticketing for the event and whether it should be FOC or for a token amount and/or selling of snacks. Subcommittee to finalise these details.

Any approvals from the committee required? Expenses?

NIL

PARENT LIAISON

A number of new students have started at the school this term and all parent liaison reps have been in contact to ensure the new families have been added to the correct communication groups and made to feel welcome.

K-2/Y3-6 - Alicia Ferrier (K-2), Chloe Steele (YR3-6)

Key Achievements/Activities since last meeting

Distributed Father's day breakfast flyer to class parents

Distributed reading fundraiser to class parents



Upcoming Activities/Tasks planned:

Nil

Any approvals from the Committee required? Expenses

None

EALD (Chinese) – Kaye Zhang & Iris Wang

Key Achievements/Activities since last meeting:

Kaye and Iris have been keen to organise a “thank you” event/acknowledgement for all the families that made dumplings for the Election Day market stall. An outdoor picnic/BBQ event has been considered but the recent increase in COVID cases had delayed this actually happening.

Action item: Kaye, Iris and Dee to discuss the concept together with a view to arranging something before the end of the term. The invitation could be extended to all P&C Committee members and parents who volunteered at election day and more broadly.

EALD (Korean) - Angela Choi

Key Achievements/Activities since last meeting:

Korean bbq lunch was held for the lovely families who made sushi for the sushi stall on Election Day and Thank you gifts were given to those who were unable to attend.

Upcoming Activities/Tasks planned:

Morning Tea/playdate

Any approvals from the committee required? Expenses?

None

GROUNDS/FACILITIES - Gayle King and Laurie Ritchie

Key Achievements/Activities since last meeting:

- Veggie beds are in, plants donated by Bunnings are growing well and the kids have been coming down during lunch time on Tuesdays to look after them.

- **Pool dive inspection** went well and we got a quote to fix the leak which was reasonable. Received approval to go ahead with the work and Gayle is speaking to Rojen (pool company) to arrange a date in the coming weeks. They have requested to do another site visit tomorrow (Wed 10) to finalise the materials they need to bring etc. Gayle is meeting them at the school to do this. All going well, the work would likely start next week and will take approximately 2 weeks to complete.

Action: Gayle to draft a notice to neighbours about possible noise disturbances during pool drilling/concrete excavation.

- We have reached out to the council to apply for **native bees** and are also speaking to the council about planting suitable **shady trees** around the grounds.



- We have sourced several quotes to replace the **K-2 equipment** and Mr Diodati has submitted an application to Asset Management. We are waiting to hear back from AMU to get approval to commence the work.
- A **working bee** was meant to be scheduled this term but due to a clash with the band camp, we have had to postpone the working bee to term 4. Proposed date is now Sunday 23rd October. This will need to be preceding the weekend prior by a "Gurney Bee" to pressure wash the asphalt to allow for the re-painting of stencils at the working bee. This is proposed to be Sunday 16th October.

Action: Gayle to update working bee flyers and communicate with Claire Walesby for promotion via Facebook. Penny to ensure promotion of events in next Myalla.

Upcoming Activities/Tasks planned:

- Organise working bee and its promotion
- Act as liaison between Rojen and School for pool repair
- Continue works on K-2 playground equipment

Any approvals from the committee required? Expenses?

No

2ND HAND UNIFORM SHOP - Keri Garnys and Lisa Ashton

Key Achievements/Activities since last meeting:

No update as apology for the meeting. Shop openings are advertised in Myalla.

i) GENERAL BUSINESS

1. Lost Property & Tidy Up under the hall

The large high-jump mats are still in situ and Nicole Doig confirmed they belong to a SA gymnastics company. Since they have not responded to emails about arranging their return, Nicole gave the Committee approval to donate these mats to a good cause.

Action: Cath Powell to contact *Little Athletics* at Bannockburn to see if they would like to have the mats free of charge and arrange their transportation.

Action: Sally to commence investigations of purchase of storage furniture to better sort lost property items.

Action: A roster for the regular cleaning of lost property has been created. This needs to be more widely circulated via Facebook and class parents as publication only in Myalla has not resulted in any volunteers to date.



2. Native Stingless Beehive Program

Sally contacted the Council via Dr Alexander Austin (aaustin@krg.nsw.gov.au) Environmental Programs Officer at the Council. Alex advised that the Council does not issue hives to schools as part of the usual resident's program, but rather through their Environmental Levy Grants. These open in April of each year, so we have missed 2022, but could apply for 2023. Penny has added this application date to the 'master calendar' to follow up.

3. Grants (Jes Stone-Herbert update)

a) Stockland CARE Grant (\$1000)

Jes advised this has been awarded and now needs to be acquitted before the next meeting.

b) Sydney Edible Garden Trail (SEGT) grants program (\$1500)

Jes advised that this application was unsuccessful.

c) The Grants Hub Small Grants program (\$1000)

Jes advised that this application was unsuccessful.

4. Grants (Penny Lannen update)

a) Community Building Partnership Grant 2020

The extension has been granted until 5 September 2022. Note additionally that completion and acquittal documentation will be due by 5 October 2022.

Nicole advised that at this stage the project is on track for completion by these dates.

Action: Penny to follow up with Bruno in later August to confirm this remains the case.

b) Purryburry Trust Grant

The grant terms and conditions require the project to be completed by November 1st 2022.

Action: Penny to follow up with Bruno (apology at this meeting) to get an update on the progress of these works with AMU and whether an extension needs to be sought and/or Purryburry to be advised of the delays.

j) OTHER BUSINESS

1. Cath Powell advised that the original storage room under the hall which houses musical instruments is still not ventilated correctly and the **mould issue** remains. Mr Burke had



advised Cath that the works completed by AMU were unsatisfactory and need remedying. Nicole contacted Bruno during the meeting and advised that Bruno is aware of this issue, as are AMU, and that a solution is being sought to remodel the venting.

2. Laurie asked for an **update on the pedestrian crossing** works. Sally was not at the meeting but an update to be provided at the next P&C meeting.

k) NEXT MEETING

Wednesday 14 September, week 9, term 3

j) MEETING CLOSED at 8.26pm

Upcoming dates/notes/actions for 2022 (Live calendar can be viewed here:)

https://docs.google.com/document/d/1_mBuUUGfrI52iT5N8J0778gSKqPTzq/edit

Date	Week #	Event/Action
Term 3		
22 – 26th August	6	Book Week Fundraiser “Readathon”
Monday 20 – 26 August	6	Book Week
Monday 29th August-2 Sept	7	SASS Recognition week
August/September	5+	Review Kindy orientation kits
Friday 2nd September	7	Father’s Day breakfast
Monday 5th September	8	Netball court works to be completed
Wednesday 14 September	9	P&C meeting
Term 4		
November	2+	Review parent contributions/fees letter
Wednesday 5th October		CBP grant acquittal due
Wednesday 12th October		P&C meeting
Sunday 16th October		“Gurney Bee” - working bee to pressure wash
Sunday 23rd October		Working Bee
Friday 28th October		Teacher’s Day
Tuesday 1 November		Purryburry Trust project completion report



Wednesday 9 November		P&C meeting
Wednesday 9 November		Annual General Meeting (AGM)
2023		
April		Native stingless beehives - grant applications open
Around 15 th May	Term 2	Road Safety Week https://roadsafetyweek.com.au/