



## **P&C COMMITTEE MEETING MEETING MINUTES**

Pymble Public School Parents & Citizens Association Meeting - 11 August, 2021 Via Zoom (COVID-19 Restrictions)

### **ATTENDEES VIA ZOOM - COVID-19 RESTRICTIONS**

Bruno Diodati, Nicole Doig, Penny Lannen, Cameron Martin, Jo Tuck, Danielle Visione, Sally Davie, Alicia Ferrier, Cameron Mason, Zannie Abbott, Brooke Buchan, Chloe Steele, Claire Walesby, Syliva Baker, Caroline Boa, Sarah Cable, Nader Aryamanesh

Penny Lannen opened and chaired the meeting. Meeting declared open at 7.05 pm.

#### **b) APOLOGIES**

Helen Moss, Kate Walther

#### **c) CONFLICT OF INTEREST**

Nil.

#### **d) ACCEPTANCE - MINUTES OF JUNE 9, 2021 MEETING**

Penny Lannen moved that the previous meeting minutes be accepted as a true & fair record. Seconded by Danielle Visione and Claire Walesby.

#### **e) MEMBERSHIP**

Nil.

#### **f) BUSINESS ARISING FROM THE PREVIOUS MEETING MINUTES**

##### **1. Lost Property**

Discussed in Liaison Report

##### **2. Working with Children Check (WWC)**

Ongoing issue for K-2 parents to participate in reading groups unless completed. Also complicates the volunteering process for parents who volunteer for fundraising events. Upon completion of the WWCC for PPS community - it is valid for the duration of your child's education at PPS and does not need to be renewed. The P&C 'newsletter' has also highlighted the Services NSW app [Service NSW app](#) to download and you can search your WWC number and expiry by going to [Office of the Children's Guardian's website](#) and choosing "Find my number".



Penny Lannen continues investigations into using NSW Services App to make this process easier. Urgency has reduced as parents are not allowed on site at all due to COVID restrictions. Nonetheless, it warrants further investigation.

3. NSW Local Government Election/Father's Day Breakfast clash (September 4, 2021)

The NSW Government announced a new date for the local government elections set for Saturday 4 December 2021 postponed from 4 September 2021 due to COVID-19 restrictions. Additionally, Father's Day Breakfast can no longer be held (COVID), accordingly there is no longer a clash.

4. Vice Presidency

Signed nomination form from Sally Davie for the position of Vice President was received. Nominated by Penny Lannen and seconded by Alicia Ferrier, it was unanimously approved.

5. Road Safety: Crown Road/Bannockburn Road/Reely Street intersection

The Council acknowledged the letter from Penny Lannen regarding the revised DA and the P&C's desire that the previous concessions to the first DA be upheld. These concessions (which were agreed to by the Council) were that all heavy vehicles enter the development site by Bobbin Head Rd not Bannockburn Rd or Reely St) and not within school pick up or drop off times. In this letter it was noted that with or without the DA that the Crown Rd / Bannockburn Rd / Reely St) is dangerous.

A few weeks after this interaction with the Council, a proposal was received by a local resident regarding changes to the intersection. These changes include a new pedestrian crossing at Bannockburn Rd outside the front of 41 Bannockburn Rd and additional 'no stopping' signs on the northern side of Bannockburn Rd when it turns to run east/west and along the corners where a number of cars regularly park, blocking sight. These proposed changes would be positive for the PPS community and go a long way to improving the dangerous corner. It was noted that if anyone wanted to view the proposed changes or assist in any way for them to contact Sally Davie. The next step is for the Council to write to the local residents seeking comment on the proposed changes.

Action: Sally will prepare a letter to be sent to Council to respond to the draft plans.

**g) CORRESPONDENCE**

**IN:**

Fundraising paraphernalia. Bendigo Bank Statements and Term Deposit.



15/6/2021 - TUFC (Turramurra United Football Club), Kylie Chambers (President)

<https://drive.google.com/file/d/1YEC2ZndgHAe7acjGn40ORvA0zyDrJeh/view?usp=sharing>

30/6/2021 - Reely Street Acknowledgement of Submission

<https://drive.google.com/file/d/1u4jkZRBGThUQdT0kyD0aWxX5W-RjwQbl/view?usp=sharing>

**OUT:**

[29/6/21](#) – [Reely Street](#) Modifications, submission to Council -

[https://drive.google.com/drive/u/2/folders/12G-TVKWermr8rLZZo4g0Wu8pnQi\\_Dimg](https://drive.google.com/drive/u/2/folders/12G-TVKWermr8rLZZo4g0Wu8pnQi_Dimg)

Mid-July - donation receipts for Double the Impact

15/7/21 - Community Building Partnership 2020 - Progress Report

[https://drive.google.com/file/d/1tRAA2a3QERjifXBCKAfuKReZhsTdnXcd\\_/view?usp=sharing](https://drive.google.com/file/d/1tRAA2a3QERjifXBCKAfuKReZhsTdnXcd_/view?usp=sharing)

Note: Completion Report for this project must be submitted by 31 March 2022, OR an extension sought.

## **h) COMMITTEE REPORTS**

### **President's Report -**

Good evening everyone. We find ourselves back in the ZOOM online world for all meetings and most social interactions again. At our last P&C meeting, last term we had enjoyed a period whereby we had had all of our usual school and P&C activities and events for the 2021 school year up till then. As time would tell, we managed to just scrape in by holding the hugely entertaining and successful P&C Trivia Night late in Term 2, just before the COVID-19 Outbreak started to take hold in Greater Sydney.

How has the current state of affairs changed? We now find ourselves in an extended lockdown, into our 7th week. This has also meant that we are now into our 5th week of home learning. Despite all the challenges and the stark possibility of a further extension to this mode of learning beyond 28 August, our school community is holding strong. We have an extremely resilient and supportive parent community, wonderful children and a remarkably dedicated, caring and talented staff. I have been truly humbled by the generosity of spirit, flexibility, expertise and unwavering commitment of our teachers and staff to ensure that we maintain continuity of learning and a focus on wellbeing for our students at PPS. The online learning from home mode of delivering teaching and learning is not an ideal model and not what we as teachers were trained for. Despite the challenges, our teachers have risen to the circumstances we find ourselves in and are doing an amazing job. As the period of learning from home extends, we are adapting and our practices evolving in order to meet the needs of our students' academic, social and emotional learning. These are truly unprecedented times and I am extremely grateful to be part of such a wonderful school community. Our parents and careers have and continue to do an amazing job in balancing their own commitments with facilitating their children's learning from home work each school day.

We greatly appreciate the continued support of our parent community at this time. Our students also are showing great resilience and flexibility as they navigate their home learning world and



work. As I've communicated regularly, balance is the key. There needs to be a balance of core, optional, non-screen time activities as well as break and play times for all students. Parents need a break too and that needs to be structured into the week as well. These are extremely strange and challenging times we find ourselves in but we have a lot to be grateful for and we need to focus on the positive.

Any updated advice will continue to be communicated to parents and carers in a timely manner. We have been conducting fortnightly family wellbeing check-in calls with all families and will also be sending out a parent survey about learning from home this week in order to gain additional feedback from our parent community.

I'd like to thank the P&C for the lovely, huge box of fruit that was delivered to my home last Saturday for Principals Day. I greatly appreciated the gift and my family and I have enjoyed the fruit. I have to say though, that the reward and honour I get from my role as principal, is being part of this amazing school and school community. Thank you.

#### Netball Court and surrounding area resurfacing project

1. The additional drainage works were completed (luckily) in the last school holiday period at a cost of \$21,00000.. This was funded by the Department.
2. The major sewer works / repairs outside the kindergarten toilet block were also completed and paid for by the department.
3. All non-essential work in schools is currently on hold. Hence our project will be put back as a result.

#### Crown Road fence lighting

1. We have one quote
2. Can't obtain additional quotes at this time. We also can't go ahead with the work at this time as it is not essential work.

#### **Principal's Report -**

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### **Treasurer's Report -**

#### Highlights:

For the month of June 2021 the P&C reported a surplus of \$4,536.

June included a substantial contribution from the Trivia night, a profit of \$17k. Also received in June were total donations of \$7,180 (including the matching grant).

For the month of July 2021 the P&C reported a surplus of \$34,266.

July included receipt of the Netball Courts grant of \$35,000

We are submitting the Insurance renewal now.

As at 31st July 2021 the P&C had a surplus of \$280,714 excl. Band Funds.

Financial commitments relating to the resurfacing of the netball courts have been entered into.

Financial year ends 30th September 2021, we need to start looking at the budget for FY22.



## **SUB COMMITTEE REPORTS**

### **EVENTS & FUNDRAISING MANAGEMENT - Kate Walther & Dee Visione**

#### **Key Achievements/Activities since last meeting:**

##### **Trivia Night**

Very successful evening, 139 tickets were sold and we raised a total of \$17,628. Thank you to the Trivia Subcommittee and all the sponsors.

Certificates of appreciation still need to be completed.

##### **Double the Impact**

We exceeded the target of \$7,000 for the 'Double the Impact' Bendigo Bank grant. \$3,680 was donated from 40+ families and Bendigo Bank has contributed \$3,500. This was a great result and assistance in translating material into Chinese and Korean was very helpful, thanks to Kaye Zhang and Iris Wang. Receipts have been issued. These funds will be used for new lighting at the Crown Rd entrance to PPS. Given the current COVID situation, Bruno noted that contractors were unable to attend the school to provide quotes so this is on hold until contractors are allowed on site.

##### **Return and Earn update - <https://returnandearn.org.au/fundraising/>**

On-hold due to COVID-19 restrictions in place for Term 3. We will reassess in term 4 whether we put this project entirely on hold, or launch it "remotely". It is understood that the TOMRA access points are currently closed for new donations.

Ongoing details: Campaign lasts for a 12 month period via the mytomra app. Educate the PPS Community via the [www.mytomra.com.au](http://www.mytomra.com.au) website and download the app to your phone and you can choose PPS to donate which we can use for a 12 month period. Two parents have volunteered to help with this project, Heidi & Parama. Additionally, possibility for a Return & Earn Representative to visit PPS for assembly to educate students about the programme and promoting something tangible on where the monies will go at PPS. This will help the PPS students and PPS community in reducing our environmental footprints and doing our bit for the planet and our school. The app can be used anywhere in NSW for donations and will be done off-site. Goal of \$2,000 over the course of the year in donations.

Motion proposed by Danielle Visionie to submit the application for the campaign and that the goal of \$2,000.00 is new veggie bed infrastructure within PPS. Seconded by Helen Moss.

### **Term 3**

#### **Father's Day Breakfast becomes Father's Day Socks**

With COVID-19 restrictions in place for Term 3 and the Father's Day breakfast at PPS cancelled.

The P&C are now selling fun, quality socks from 'Happy Socks' for Father's Day in lieu of our usual well-loved Father's Day breakfast that cannot go ahead this year due to current restrictions on gatherings.



Socks are \$15 / pair (usually \$19.95 RRP)

Buy some for dad, grandpa, uncle Bob or that other special person.

Follow this link to purchase: <https://ppspandc.org/happy-socks>

(FREE contactless pick up or delivery within LOCAL area). Postage to outside of area on request: \$6 (up to 6 pairs)

\*Exact logistics will be confirmed once we have received all orders. Please provide a delivery address to assist with this process.

Orders must be received by 18th August to ensure pick up / delivery / postage can be made before Father's Day.

#### **Term 4**

##### **Melamine Plate Design Activity & Fundraiser**

Sarah Cable attended the meeting and proposed a new "COVID-safe" fundraiser - "Design of Melamine Plates".

No minimum order is required.

11 week turnaround, so delivery for Christmas is still an option.

Sarah Cable kindly volunteered to run the project and will liaise further with the Fundraising Subcommittee as required.

##### **K-6 Disco (COVID-19 restrictions TBC)**

K-6 Disco (October, Date TBC) is on hold.

Doodle Poll for volunteering

[https://doodle.com/poll/yrsmnrrity6vsmpu?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/yrsmnrrity6vsmpu?utm_source=poll&utm_medium=link)

##### **Christmas Concert and Fair (December 5) - (COVID-19 restrictions TBC)**

Cancelled due to COVID restrictions.

**Any approvals from the Committee required?**

**Expenses?**

#### **GROUNDS/FACILITIES - Cameron Mason**

##### **Key Achievements/Activities since last meeting:**

Discussions around mould in the band storage room. Refer to the Instrumental Report below.



**Upcoming Activities planned:**

Working Bee unable to proceed due to COVID restrictions.

**Any approvals from the Committee required? Expenses?**

Nil

**INSTRUMENTAL PROGRAMME - Zannie Abbott**

**Key Achievements/Activities since last meeting:**

Moved the program online to ensure all our kids have access to music during lockdown. Rehearsals have been going really well. Excellent attendance and engagement with the program remains really strong.

Unfortunately the string group has not continued online due to the young age of the students (Years 1 and 2).

We had to sadly cancel Band Camp for this term and after discussion with Mrs Herbert we feel it is unlikely to go ahead in it's usual format this year due to COVID. There are a number of other activities which will also not happen due to COVID such as Festivals. We have adjusted the budget and have reduced band fees by \$100.00 for this semester.

Discussion around the importance of addressing the mould in the band storage room. Two months since the issue was first raised and obvious difficulties with P&C Committee members being able to access school premises to assess. Given the value of the instruments being stored, this needs to be addressed urgently. Bruno advised he will discuss action with the Department of Education.

**Upcoming Activities planned:**

At this stage we will keep looking for opportunities for our bands to perform either online or in person.

We can stage the End of Year Concert online as we did last year, if necessary.

We will also look for opportunities to promote the band to Year 2 and Infants to recruit for next year.

**Any approvals from the Committee required? Expenses?**

Nil.

**LIAISON K-2/Y3-6 - Chloe Steele (K-2), Brooke Buchan (YR3-6)**

**Key Achievements/Activities since last meeting:**

**Year 6 Ski Trip Fundraising** - Year 6 received mail to confirm any money raised to date from fundraising 2021 will go towards an end of year excursion for Year 6 and/or towards the **gift to the school**.





Due to COVID-19 Year 6 Ski Trip cancelled for 2021.

**Inter-relate 2021:** Brooke advised that this event can take place in an online format. Dates still available were discussed and selected. Brooke to book the event in. Interrelate will handle all the bookings directly.

**Working with Children Check (WWCC)** - NSW Services app (ongoing).

**Orientation and New Students Packs 2022** (diary note for early Term 3). Nicole Doig will advise the P&C of dates for Kindy orientation. A Working Group to then organise "P&C collateral" for inclusion in the Kindy Orientation kits will then need to be established.

**Lost Property:** On-hold with COVID-19 restrictions in place. Ongoing problem each fortnight. Going forward to try and help ease the volume of lost property we will install a rail/rack (to hang jackets etc and place bottles, lunch boxes etc in baskets provided). Create a doodle poll for all PPS Community to nominate to help clear the volume of 'lost property' on a fortnightly volunteer schedule. If this option is not viable and volunteers are not forthcoming then we will need to enlist Class Parents (23 classes in total) to be rostered (twice to year end).

Information sheet to be created for Lost Property on distribution of items. Chloe Steele to coordinate the lost property volunteers and create instructions.

Motion proposed by Sally Davie to purchase \$30.00 worth of coat hangers for the rail/rack for lost property. Seconded by Kate Walther (rail/rack) is currently stored under stage..

**Upcoming Activities planned:**

Y6 fundraising for the School Gift to be determined.  
Kindy Orientation Kits

**Any approvals from the Committee required? Expenses?**

Nil.

**LIAISON EALD** - Iris Wang/Kaye Zhang (Chinese), Alisha Hugh (Korean)

**Key Achievements/Activities since last meeting:**

Apology for meeting

**Upcoming Activities planned:**

Nil

**Any approvals from the Committee required? Expenses?**

Nil.

**POOL** - Gayle King

**Key Achievements/Activities since last meeting:**

Apology for meeting



**Upcoming Activities planned:**

Ongoing discussions with Mr Diodati and Pool contractors.

**Any approvals from the Committee required? Expenses?**

Major fundraising will need to be considered to carry out the scope of works.

**PROMOTIONS MANAGEMENT - Claire Walesby**

**Key Achievements/Activities since last meeting:**

**Upcoming Activities planned:**

Update social media with P&C Communications

**Any approvals from the Committee required? Expenses?**

Nil.

**ROAD & SAFETY - Emma McCulloch, Lisa Ashton**

**Key Achievements/Activities since last meeting:**

Apology for meeting

**Upcoming Activities planned:**

We need to meet with Mr Diodati to discuss further to create next steps with possibly looking at incorporating a video (down the track).

**Any approvals from the Committee required? Expenses?**

Nil.

**UNIFORMS (ALINTA LIAISON)/2ND HAND UNIFORM SHOP - Keri Garnys, Lisa Ashton**

**Key Achievements/Activities since last meeting:**

Apology for meeting

**Upcoming Activities planned**

Apology for meeting

**Any approvals from the Committee required? Expenses?**

Nil.



**i) GENERAL BUSINESS**

1. Letter from President Kylie Chambers, TUFC

Following a prompt from a letter from TUFC, discussion around the need and importance of updated and well-fitting PSSA shirts for ALL students who participate in the programme. Bruno advised he would investigate the current supply of PSSA shirts and seek to have them updated. P&C Committee expressed an interest and capacity to assist with funding of these shirts should the need arise.

2. Zoom Membership Renewal - Due yearly on 1 August

This has been renewed by Penny Lannen, President.

3. P&C Federation Membership & Renewal- Due yearly on 1 August

Cameron & Dayle are working on this renewal.

4. (School Administrative and Support Staff Recognition Week) -, 6-10 September 2021

<https://psa.asn.au/wp-content/uploads/2021/06/Recognition-Week-June-2021-PDF-version.pdf>

Discussion around how to recognise this event during COVID restrictions, making deliveries of physical gifts very difficult. It was decided that a group card of gratitude from families would be the best solution. Claire Walesby volunteered to coordinate the design of the card for dissemination via the Liaison Team.

Additionally, some words of acknowledgement will also be included in the relevant Myalla edition. Penny Lannen to prepare this article.

**ANY OTHER BUSINESS**

Nil

**NEXT MEETING**

Wednesday September 8, 2021.

To discuss: Teachers Day on Friday 29th October 2021

**j) MEETING CLOSED** at 8.40pm.

**COMMITTEE MEETINGS / AGM 2021**

Term 4            Wednesday October 13, 2021  
                      Wednesday November 10, 2021  
                      Wednesday November 10, 2021 AGM