



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

Pymble Public School Parents & Citizens Association Meeting - 12 MAY, 2021 @ PPS SCHOOL HALL

### **ATTENDEES**

Bruno Diodati, Nicole Doig, Penny Lannen, Cameron Martin, Helen Moss, Leanne Kemp, Danielle Visione, Sally Davie, Alicia Ferrier, Cameron Mason, Kate Walther, Gayle King, Chloe Steele, Margaret Fox, Parama Srianth

### **ATTENDEES VIA ZOOM**

Brooke Buchan, Jo Tuck, Claire Walesby, Zannie Abbott, Sylvia Baker, Sarah Cable, Mandy Crowley, Fay Watts, Robert Yue

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

#### **b) APOLOGIES**

Lisa Ashton, Keri Garyns, Alisha Hugh, Kath Marshall, Emma McCulloch, Iris Wang and Kaye Zhang

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

Nil.

#### **d) ACCEPTANCE - MINUTES OF MARCH 10, 2021 MEETING**

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

#### **e) MEMBERSHIP**

Nil.

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

##### **1. Sport & Swimming Liaison**

Standing Item. The P&C has requested a nomination (via Myalla) for a liaison person for Sport & Swimming who would work closely with the School as conduit for the PPS School community and the PSSA Sports. We will look to now create a 'wanted poster' via Kath Marshall to engage interest. We would like to thank Mrs Doig who has worked behind the scenes in already creating a more streamless form of communication via notification to all PPS students Y3-6 on availabilities of sports - link below -



[https://drive.google.com/file/d/1Le0C28D\\_9ogl0p6Cy72ncLxHxiclJ4XH/view?usp=sharing](https://drive.google.com/file/d/1Le0C28D_9ogl0p6Cy72ncLxHxiclJ4XH/view?usp=sharing)  
permission notes for participants, notes for training days for participants and notifications via Schoolstream of cancellations. Parents are invited to check out the Kuring-gai PSSA Facebook page for information regarding draws etc through the link <https://www.facebook.com/KuringgaiPSSA/> and posts from Kuring-gai PSSA are now included on the PPS Facebook group site.

2. COVID-19 Book prepared by Year 6 students 2020

During discussions regarding the new initiative by Events/Fundraising for a book to be created by children, published and sold, Heidi Holt advised that a similar project had been undertaken during COVID-19, 2020 lockdown/home-schooling by some of the older students. Unfortunately this impressive project was never published as such and Heidi asked for P&C input to do so. Kate Walther has researched options available and has the information available should Heidi wish to pursue the project.

3. PPS Statement of Account Term 1

Agenda Item - Executive Committee Meeting 26/5/2021. Brought to our attention via our EALD liaisons in regards to Student invoicing for Term 1. Chatter was created within the EALD community on the itemised line 'PPS Contribution' voluntary \$100.00. Once families were familiar and explained the cost inclusion and what the P&C contributes to PPS were they then happy to contribute. It will be proposed that a 'one' page written document is prepared pertaining on how the P&C contributes to PPS with itemised contributions ie. air conditioning in hall, PPS Pool, COLA, 2<sup>nd</sup> Hand Uniform demountable etc, incorporating dates. This would then be added to the P&C Website. Discussion had around the inclusion of a letter in February term 1 invoicing going forward in order to drive new donations. This to be actioned by the Executive (added to Executive agenda)

4. Alinta School Pants

To be advised at the next P&C Committee Meeting. Parent concern in regards to new pants for females. The pants are not elasticised like the male version. Concern regarding the 'clip' fastening the pants for young students. Enquiry and feedback to be directed to Atlinta (contact on annual leave).

**g) CORRESPONDENCE**

IN - Fundraising paraphernalia. Bendigo Bank Statements and Term Deposit.  
Parents & Citizen Quarterly Journal.



## **h) COMMITTEE REPORTS**

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

Welcome back everyone to school life – I hope the Easter break was an opportunity for some R and R – although no doubt a distant memory now.

Since we last met in week 8 of term 1, the P&C has successfully run two “on-site” school events – the Easter Bunny visit and the Mother’s Day stall. Thank you to Chloe Steele for organising the bunny’s visit and ensuring smiles on the last day of school term 1.

Term 1 was the start of extensive behind-the-scenes planning for our Mother’s Day stall, resulting in a successful event last week. It has been heartening to see the various messages of gratitude posted through the social media channels confirming that this event brings much happiness. The joy being not only in receiving the gifts themselves but in observing the obvious pleasure their children derive from “shopping”. Whilst they were supported with a broader team of volunteers, I’d like to personally acknowledge the significant effort and time given by both Dee and Kate in running this event; thank you.

Whilst COVID restrictions have eased and allowed some events to take place on school premises, the weatherman had other ideas for our scheduled working bee. What a disappointment that the event was postponed, not cancelled. We’ll hear from Cam shortly about a new date.

Since our last meeting, Bendigo Bank launched a community grant initiative known as “Double the Impact”. At the school’s request, the P&C Executive Committee investigated this opportunity and made an application, which has been successful. Sally Davie has driven this project – thank you Sally and will update us all on the project and associated plans later in the meeting.

I know the Events & Fundraising Team have been very busy making arrangements for some fundraising events, including a parent’s trivia night and the “Return & Earn” bottle recycling scheme. We’ll hear more about these items and others this evening.

Following our successful simultaneous “zoom” and in-person meeting last time, we are again offering this option for meeting attendance. We still have our training wheels on and I have no doubt there’s room for improvement, but it’s a step-by-step process. At the last meeting we had no less than 10 “zoomers” – and tonight we welcome everyone dialling in in this manner.

As always, I’d like to acknowledge the time, interest and commitment of everyone in this room today – thank you for being a part of our Committee and working together on our shared goals.



## **Principal's Report -**

Welcome back for term 2. Easter and the school holidays seem a very distant memory and we have already had many exciting activities this term. The Mothers Day stall was a huge success, the children were very excited about being able to purchase a gift for their mother or other significant women in their lives. Thank you to the P&C for coordinating this event.

We have also had carnivals, excursions and extra curricular activities in the first 3 weeks of term 2. It's exciting.

Please refer to the COVID-19 'Advice for Families' update for further details which can be found at: <https://education.nsw.gov.au/covid-19/advice-for-families> and this was updated on 10 May 2021.

The National Assessment Program – Literacy and Numeracy (NAPLAN) Tuesday 11 to Thursday 13 May 2021 This week our Years 3 and 5 students will be sitting their NAPLAN assessments over three days. The assessments are undertaken nationwide, every year, in the second full week in May. NAPLAN is made up of tests in the four areas (or 'domains') of: • reading • writing • language conventions (spelling, grammar and punctuation) • numeracy. NAPLAN is a point-in-time assessment that allows teachers and parents to see how a child is progressing against national standards in literacy and numeracy and over time.

## **Netball Resurfacing Update**

AMU Project Manager has been assigned

We are now on a waiting list, to be next on the list of projects

Timeframe new financial year 2022

Drainage work (between the library and Year 1 classrooms / bottom of stairs will be completed in the coming school holidays (weather pending). This has been quoted as being funded by AMU as part of the scope of works.

## **Pool**

Progressing and moving forward. Gayle King has been working behind the scenes and will update in her Subcommittee report and we have one quote and plan to repair the pool, awaiting a further quote. However, I am not confident that this will be a long term solution repairing the issues.

Awaiting a quote from Jade Pools to replace the pool. This will be costly.

## **ySafe - Australia's Leading Cyber Safety Educators - [www.ysafe.com.au](http://www.ysafe.com.au)**

Save the Date – Thursday 3 June – Parent Cyber Safety Workshop. We are excited to announce our partnership with ySafe, the social media and cyber safety experts. The company offers education and support to students, staff and parents around cyber safety and will conduct a parent education session on the evening of Thursday 3 June. More details are to come but please save the date so that you are able to attend this informative session.



PPS will be funding this new partnership with ysafe

## **Treasurer's Report -**

### **Highlights:**

For the month of March 2021 the P&C reported a surplus of \$31,487 (mainly due to invoicing of band fees).

For the month of April 2021 the P&C reported a surplus of \$1,814.

As at 30th April 2021 the P&C had a surplus of \$217,701 excl. Band Funds). We rolled over our Term Deposit recently.

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

Bank invoicing for the first Semester occurred in March and bar a few invoices they have all been paid. There has been a greater level of chasing activity which has taken more time for those involved, however resulted in cash being collected quickly.

## **SUB COMMITTEE REPORTS**

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

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

The P&C events team ran a very successful Mother's Day Stall on Wednesday 5th May in the school hall. We enjoyed watching the children's excitement and careful deliberation as they worked their way through the gift selection and paid their money to the cashiers. The event is not for profit, rather as a P&C gesture to our special mums and carers and we hope you all enjoyed your gifts. Behind the scenes we were so fortunate to have a team of committed volunteers who offered their time to buy the items, transport them to the school, bag, staple, wrap, ribbon, sell and sort in the evenings leading up to the event and on the day. It was especially great to have some dads working at the stall, the first time we have had such a great turn out. These wonderful helpers include: Leila, Amie, Margaret, Parama, Juliana, Caroline, Heidi, Matt, Adrian, Cameron, Rob, Vik and Brett. Without your help this event would not have been possible. The new direction of investing \$10.00 for gift options enhancing better quality and variety was well received and stock levels were plentiful so all students could choose across the options. Our new strategy also incorporated purchasing gifts that were returnable (for overstock) and any extras we wish to keep could be utilized later in the year for our Christmas Concert and Fair (possibly lucky dip options).

Return and Earn update - <https://returnandearn.org.au/fundraising/> we have lodged an application to be a vending machine partner. This option presents logistical and time constraints. A quicker alternative is to 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. We are working with a student parent (Heidi Ritchie) who is involved with return and earn and will launch with marketing material to the PPS



students and PPS community reducing our environmental footprints and doing our bit for the planet. Doodle poll created for volunteers [https://doodle.com/poll/ukiqwbcb4u6sgmri?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/ukiqwbcb4u6sgmri?utm_source=poll&utm_medium=link)

Danielle Visione to create an Executive Summary of next steps and outline how the program could run to present to both the Executive Committee and the School for discussion. Thereafter return to the Committee for decision making.

Ongoing. Agenda Item Executive Committee Meeting 26/5/2021. Began investigation into a whole 'Story Book' school book written in concert with Jacqueline Harvey (of Clementine Rose, Alice Miranda and Kensey and Max fame). Currently working with Mrs Doig to determine the viability of the project based on teacher's experiences. Motion was proposed by Kate Walther for pre-approval of \$800.00 to engage Jacqueline Harvey (Author) in an incursion for K-6 for the proposed 'Story book at Committee meeting 10/3/2021.

### **Upcoming Activities planned:**

#### **Term 2**

Trivia Night: Saturday 19 June - Turramurra Bowling Club - proposed budget & details

Trivia is back in 2021 along with prizes, games and plenty more! This event was the highlight of the 2021 calendar, giving the grown ups a night of well-earned fun. Details will be forthcoming soon! In order to run Trivia Night we need a few volunteers to help plan the night. The Hats, Wigs and Tash theme is sure to be a hit; Doodle Poll created for Trivia Night; <https://doodle.com/poll/avhywie765asmed4>

Communications commenced save the date via facebook, Myalla, class parents and doodle poll for volunteers.

Motion proposed by Kate Walther to approve the budget for Trivia Night 2021 as presented to the Executive Committee week beginning 10 May. This budget includes costs for trivia host/MC, venue, printing, art costs, decorations et al. The budget also allows for a fluctuating expense for catering as dependent on final ticket sales and meal choices. The budget is conservative with only a small amount allocated for fundraising/sponsorship income. It is anticipated the profit will ultimately be more than the budget states. Seconded by Danielle Visione.

School Story Book End of Term 2 or possibly tie in with Book Week August 23-27 (Week 7) Story Book - This exciting new initiative from the P&C is currently in the works with well-known kids' author and creator of popular characters Alice Miranda, Clementine Rose and Kensey and Max. We've worked closely with Jacqueline Harvey to come up with a plan to involve the entire school in writing our own book about life at PPS in the lead up to Book Week. To sign up to help plan this project, visit here; [https://doodle.com/poll/bd899qw8pz4rq9uu?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/bd899qw8pz4rq9uu?utm_source=poll&utm_medium=link)

#### **Term 3**

Fathers Day Breakfast. Possible New Date Friday 27 August (1 week earlier than normal from Friday 3 September) - due to clash with State Election on Saturday 4 September PPS (polling booth outlet).

For this year's annual Father's Day Breakfast which is normally held the Friday morning prior to (Father's Day 1st Sunday each September). For this year and this year only in 2021 in consultation with school management, the Father's Day Breakfast will be held the Friday prior and the model will change for the breakfast event to a 'muffin/pastry' and coffee van purchasing on-line. Possibility of also having a 'sox's online (pre-order) gifts for Fathers. This is particularly popular with kids and (special) grown-ups alike and the



breakfast will change purely as the State Election is being held the following day on Saturday 4 September (and back to back events on subsequent days) is an overload on OHS compliance and volunteers. This date to be finalised once event planning for both the Father's Day event and Election day are finalised and lead volunteers found.

Looking to source breakfast from a local supplier ie. possibly The Flour Shop, Turramurra and a coffee van. Google poll set up for volunteers to join the planning committee.

[https://doodle.com/poll/4t2ndatcpnuq8ndb?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/4t2ndatcpnuq8ndb?utm_source=poll&utm_medium=link)

Election Stall (Saturday September 4) 2021 offers the first opportunity in 2 years to run an Election Stall as the school becomes a voting station again this September. This is usually a pretty small affair, but gives PPS the chance to open our school to the greater community for democracy sausages and sweet treats! To help plan the Election Day stalls, click here;

[https://doodle.com/poll/hy6azq57qa4zakhy?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/hy6azq57qa4zakhy?utm_source=poll&utm_medium=link)

#### **Term 4**

K-6 Disco (October, Date TBC), early Term 4- It's been two years since we've had a kids' disco, and it's always a calendar highlight. Organising a fun filled night for PPS kids is always a satisfying task, and there is no shortage of smiles on the night as a reward. 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)

It's been 4 years since our last School Fair, and this year we're combining the action-packed amusement of a Fair with the festivities of the annual Christmas Concert. We can't wait! This requires a few more helpers and more lead time than other events, but it will be well worth the effort! Sign up here;

[https://doodle.com/poll/9had4dxavyc6wrkh?utm\\_source=poll&utm\\_medium=link](https://doodle.com/poll/9had4dxavyc6wrkh?utm_source=poll&utm_medium=link)

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

Trivia budget as per above.

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

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

Working Bee (Sunday 21 March 9 to 11 am) cancelled due to weather.

##### **Upcoming Activities planned:**

Working Bee to be rescheduled to early Term 4 (due to a packed term 3 calendar) -

Playground Stencils 'Sourced from 'Your Northern Sydney Live Life Well @ School team'

E: [NSLHD-LiveLifeWellatSchool@health.nsw.gov.au](mailto:NSLHD-LiveLifeWellatSchool@health.nsw.gov.au) (ongoing)

The stencils were collected and we had possession of them for 5-6 weeks but due to inclement weather we were no longer able to hold them (due to booking) and they were returned on 12/5/2021.

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

Motion was proposed by Kate Walther to approve \$200.00 for purchasing of morning tea for Working Bee. Seconded by Leanne Kemp at last Committee meeting 10/3/2021.



## **INSTRUMENTAL PROGRAMME - Zannie Abbott**

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

Wanted to thank Mrs Herbert very much for her support of the band, her support to the conductors is invaluable. A special mention also to Belinda Lau our Finance coordinator who has worked extremely hard in processing band invoices to date and for 'cleaning up' the Band Financial processes to a more streamless system.

Thank-you also to the school for providing the space for our tutors to take group and private lessons. Space seems to be premium at the moment and we really appreciate the space we are given to work in.

Tutors and conductors have no issues at this time, student participation this term have been retained across the instrumental programme.

### **Upcoming Activities planned:**

Performance Ensemble Tour to Dubbo taking place 5-7 June. Thank-you very much to Mrs Herbert and Mrs Brown for giving up their weekend to take the band on tour. Thank-you also to Chris Gibbs who is helping with the organisation of the tour. The band will play at a Steam train event in Bathurst, a nursing home in Dubbo, the Dubbo Eisteddfod and visit the Dubbo Zoo. At this stage all band members have signed up to attend.

Our Jazz Band has been invited to perform by Ku ring gai Council at the Ku-ring-gai Heritage Festival this Sunday 16 May, 12:15pm. The band is excited to perform for the first time this year.

We are looking for an opportunity for our Concert Band to perform at the end of the term. Due to Covid, this will be the first time this band has performed outside the hall.

### **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:**

K-2 Easter Bunny Drop - Successful 620 Easter eggs dropped and 25 non dairy eggs for 'allergy' students. Completed. Easter Bunny egg drop. 7 helpers helped the Easter Bunny drop eggs to all students and staff on the last day of term 1. It was a roaring success with K-2 seeing the EB during their assembly.

### **Upcoming Activities planned:**

Y3-6 Met with Robyn Herbert to discuss fundraising for Year 6 - namely the Year 6 Ski Trip and end-of-year gift.

Y3-6 Fundraisers slated Term 2 for the Year 6 Ski Trip is a Sausage Sizzle to be held on Tuesday 1 June and a Cupcake Day (date to be confirmed). Year 6 students and parents will run both events in conjunction with the school. Work shopping other fundraising ideas to be floated for Term 3

Continue to collate class lists to ensure we have no gaps.





Ensure all doodle polls are set up for reading groups for K-2 and ensure all parents are reminded that they need to complete paperwork for working with children. (Check with school how long previously completed forms are valid). PPS P&C have a dedicated Doodle poll membership for use by P&C Subcommittees as required.

Various icebreakers have been organised at the end of term 1 for classes and year groups to group together in parks and we continue to ask class parents to continue with class groupings.

Y6 gathering confirmed for Pymble Hotel Thursday 13th May for all PPS year 6 parents.

Y6 initial discussions in regards to Y6 gift-back to school on completion of schooling.

Ongoing cleaning and sorting of the lost property room (tabled under General Business Item 2).

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

Reimbursement is sought for \$297.00 expenses for purchasing of approx. 620 Easter eggs and 25 non dairy Easter Eggs.

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

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

Nil.

**Upcoming Activities planned:**

Encouraging inclusion via Whatsapp groups and via class parents for students from our EALD communities to join any icebreaker play dates or get togethers.

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

Nil.

**POOL** - Gayle King

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

Two companies have inspected the PPS pool and are in the process of quoting the works required. The pool is currently maintained by Jade Swimming Pools to replace the pool but at a size 20m x 8m with 4 lanes and diving blocks. At this time they will not quote to fix the existing 'leak' only the replacement due to age of the pool.

CS Pools has visited PPS and have quoted to fix the existing issues and they will also quote to replace the internal of the existing pool and to replace the entire pool as is. The scope of work would need to be undertaken within a 16 week period (Term 2 and 3) when the pool is not in use, approx. 15 week project.

Three options are fix it, replace the pool as is and or put in a new 20 x8 m pool.

Discussion around Terrey Hills fibreglass pool - is this an option? Gayle to contact Terrey Hills swim school and make enquiries as to their pool contractor



**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:**

**Facebook**

All P&C posts/announcements on the PPS Facebook Group now "from PPS Parents and Citizens Association" instead of individual 'people' who sit on the Committee, to bring more clarity on what P&C does and how we contribute to the PPS community.

Mother's Day stall volunteers requested and the event completed

Trivia night - save the date posted

Mothers day wishes posted

**Website updates**

Community Sports Club = NEW page added - <https://ppspandc.org/community-sport-clubs>

Trivia night added to "upcoming events"

New Committee Membership Form uploaded

Completed general overview of website to make easier to navigate (consolidation)

Refresh of website images to ensure up to date/relevant providing a fresh new look with content. Aim to drive more 'traffic' to the P&C Website

Under each tab all details reviewed

- Ensuring information is up to date/relevant
- Links included to navigate to other pages on P&C and PPS website

**Upcoming Activities planned:**

**Facebook**

Whatsapp etiquette – finalising a 'note' in regards to important up to date information getting lost in 'threads' due to acknowledgments of 'thank you's' – this then has a knock on effect of important information being lost in streams.

Aim to drive more 'traffic' to the P&C Website



### **Website**

Request to review and update the "fundraising" page as it states how funding has been spent up to 2017.

Confirmation of up to date Policy documents

### **Other pages to be updated?**

- class parents details?
- mailing list (teacher and class details)?
- School directory?
- Band?
- Banking?
- Payments & Reimbursements?

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

Nil.

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

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

Our primary focus is to produce a PPS map. We've had initial discussions with Penny Lannen and Kath Marshall around this. We attended the site and drew a mock-up of how it might look, based on the Ravenswood guide.

#### **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:**

Worn up bin positioned by the office and has been well received by the school community.

Surveyed customers about preference for keeping the appointment system or returning to queuing with overwhelming support for keeping appointments.

Stock levels are getting low in some sizes so will organise another 'stock drive' in the near future.

#### **Upcoming Activities planned**

Opening Term 2: 18th June appointments can be booked at <https://secondhanduniform.setmore.com/>



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

Nil.

**i) GENERAL BUSINESS**

**1. Bendigo Bank - Double the Impact Grant**

The purpose of the grant is to help fund an initiative within the school, to the value of \$7,000. Bendigo Bank would match dollar for dollar, up to \$3,500, and the remaining funds (\$3,500) would need to be raised via the community through fundraising and deposited into a PPS P&C Bendigo Bank account.

An application was submitted on 16 April 2021 and we were advised it was successful on 22 April 2021.

In conjunction with the school the grant will be used specifically for improved lighting for the Crown Road entrance and Crown Road boundary of PPS. There has long been an issue of lighting at this entrance / exit point, particularly in the winter months. A quote had previously been obtained by Bruno for lighting and the cost was approximately \$7,000.

The fundraising for the campaign period (17 May to 20 June) is proposed to be primarily via the End of Financial Year letter issued to the PPS community (draft attached) which would call out that any donations during this period would be for this specific lighting project and be matched by Bendigo Bank, up to \$3,500. Should there be a shortfall in funds for this project there could be other opportunities explored including the Trivia Night scheduled for 19 June.

Bendigo Bank has selected a number of other projects to support and will have a tally on their website showing how much has been raised across each initiative. Donations will be ideally via their website [doubletheimpact.com.au](http://doubletheimpact.com.au) and will be directed into the P&C Building Fund bank account. Bendigo Bank will also accept cash donations at the branch if there are any generous community members or otherwise.

Motion proposed by Sally Davie that the P&C Committee will donate any funds raised of the \$3,500.00 required under a successful 'Double the Impact' grant application to the school in order to fund lighting along the Crown Road boundary. Seconded by Kate Walther.

**2. Lost Property (following a phone call from Susie Wintzer & a FB post by Sally Davie)**

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.



3. Working With Children Check (WWCC) - NSW Services app

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".

Chloe Steele and Nicole Doig will investigate to see if we can 'marry' our WWCC manual application forms with the Service NSW app working within the Office of the Children's Guardian's guidelines for streamless completion.

4. NSW Local Government Election day fundraiser - Sept 4th & Father's Day Breakfast clash

(Refer. Subcommittee report Events & Fundraising Management).

**ANY OTHER BUSINESS**

Nil.

**NEXT MEETING**

Wednesday June 9, 2021.

**j) MEETING CLOSED 9.03 pm.**

**COMMITTEE MEETINGS / AGM 2021**

Term 2	Wednesday June 9, 2021
Term 3	Wednesday July 14, 2021 Wednesday August 11, 2021 Wednesday September 8, 2021
Term 4	Wednesday October 13, 2021 Wednesday November 10, 2021 Wednesday November 10, 2021 AGM