

Pymble Public School P&C Association

ABN: 38 684 211 575

Annual Report 2021

The role of the Pymble Public School Parents and Citizens Association

The Pymble Public School Parents and Citizens Association (P&C) is an incorporated body under the Parents and Citizens Associations Incorporation Act 1976. We are a not-for-profit organisation that promotes the interests of the school by bringing parents, carers, teachers and students into close cooperation.

The main functions of our P&C are:

Community: To bring parents, the community, students and school staff into close cooperation

Facilities: To raise funds to provide additional educational materials, equipment and facilities required by the school that are not supplied by the NSW Department of Education.

Services: To manage the school's Instrumental Programme, uniform shop (via Alinta Apparel) and our 2nd hand uniform shop.

This Annual Report reviews its performance against its 2021 objectives, summarises initiatives and events held during the year, details Subcommittee reports and acknowledges those who made it happen.

President's Report

The beginning of 2021 held much promise, with COVID-19 in retreat and the possibility of a return to "normal" on the cards. An enthusiastic Committee, with many new members, met early in the year to plan a full calendar of in-person events and fundraising opportunities. Thankfully, we were able to facilitate a number of these events before the Delta outbreak took hold and metropolitan Sydney was once again sent into lockdown.

We were fortunate to be able to host *Tea & Tissues* morning tea events for new Kindy parents, operate the much-loved Mother's Day stall and coordinate with the Easter Bunny for his annual visit. Likewise, our most enjoyable and very successful parent trivia night was snuck in days before lockdown set back in! Sadly, the 2nd half of the year saw our pre-planning go out the window – there was to be no Father's Day breakfast, Election Day fundraiser nor Christmas Fair.

It would have been easy to conclude that given schools were closed to parents, that our P&C was also "closed", however this couldn't have been further from the truth. Whilst we did miss our in-person interactions and our very visible large P&C-facilitated events, an enormous amount still took place behind the scenes by so many Committee members. It would be fair to say, that the band played on. Literally and metaphorically.

Thanks to the efforts of the Fundraising Subcommittee and Executive team, our fundraising initiatives moved to contactless methods and a greater emphasis on grant applications. Liaison Subcommittee and Class parents worked overtime coordinating various messages of community support via What's App, Facebook and our EALD channels. Our efforts to improve road safety were able to continue regardless of COVID restrictions. Thanks to the dedication of the band conductors and Instrumental coordinator, our bands continued to rehearse and learn online – a far cry from many other equivalent music programmes at schools around the state.

I am so grateful to everyone on the Committee for their significant efforts to keep the wheels turning, whilst simultaneously dealing with the realities of COVID on the personal home front.

In many ways, the pandemic has highlighted the importance of a strong community. I'm very proud to be part of a community organisation that has continued to operate and make a difference. Thanks to the efforts of Committee members, we have had a very successful year financially *and* managed to keep the community spirit alive.

The COVID-19 disruption also highlighted the importance 'school' plays in all our lives and the incredible efforts of our teaching, support and executive staff. My thanks extend to all PPS staff for their obvious dedication to the health, education and emotional well-being of our children.

Pymble Public is fortunate to benefit from a strong and positive partnership between the parent community and staff at the school. The value in such a partnership has been highlighted this year as we negotiated the challenges of learning from home and later a safe return to school. I am very grateful for the extraordinary efforts of all staff at our school, be it in the classroom, office or school grounds. In particular I'd like to acknowledge my appreciation for the close working relationship I have enjoyed with Mr Bruno Diodati and Mrs Nicole Doig.

It's a challenging task to condense a year's work of a P&C into an annual report. These 13 pages do a wonderful job of accurately recording all the achievements and dollars raised and are a great answer to someone who asks "what does the P&C do?". However, this report cannot capture the personal benefits of being involved in something like the P&C of your child's school. I believe the connections I have made with people on this Committee will be friendships for life. I have learnt new skills and developed personally. I feel very much a part of my local community and deeply connected to the

school where my three children have spent their formative years. I sincerely hope that everyone on the Committee here today also benefits in a similar manner. For those of you not yet involved, I strongly encourage you to do so.

A COVID year certainly has additional challenges, made all the more surmountable with the amazing support of all those on the Committee with me. There are a great many people to thank and acknowledge for all that they have done for the benefit of our school, their contributions are outlined in this annual report. However, I would particularly like to thank my fellow office bearers, Helen, Cameron, Dee and Sally for taking on that additional responsibility and for the wonderful work that you have done and the many hours you have given.

This is both my first and last year as President, albeit my third year on the Executive Committee. With only one of my three children remaining at the school next year, it is time for me to take more of a back seat and I won't nominate for President in 2022. However, I hope to remain on the Executive as I continue to get an enormous amount out of my involvement with such a great group of people, which in turn benefits our wonderful school.

Penny Lannen President

Key achievements for 2021

Community: To bring parents, the community, students and school staff into close cooperation

- Welcomed new Kindy parents and carers at our Tea & Tissues morning tea
- Ran annual Mother's Day stall
- Hosted an awesomely fun night for parents at the trivia night
- Worked with both neighbours and Council to improve road safety at the Reely/Bannockburn/Crown/Reservoir roads intersection
- Parent representation on merit selection panel for staff as required
- Strengthened our communications with our EALD communities
- Regular updates to our dedicated P&C website www.ppspc.org and parents Facebook site
- Implemented the green initiative "Worn Up Project" for pre-loved uniform items
- Fully transitioned to a dual 'Zoom' and in-person format for P&C meetings, thereby increasing parent attendance
- Established a Sports Liaison role within the Committee to strengthen the link between school and families around sporting matters, especially PSSA
- Paid tribute to our wonderful staff at the school by coordinating activities on respective days of recognition
- Facilitated the donation of well wishes and support to sick kids in COVID wards
- Supported the "smiles2you" campaign recognising the incredible efforts of healthcare workers in NSW
- Launched the "welcome to Kindy" t-shirts for inclusion in the Kindy orientation kits

Facilities: To raise funds to provide additional educational materials, equipment and facilities required by the school that are not supplied by the NSW Department of Education.

- Despite significant hindrances to onsite and in-person fundraising, we nonetheless surpassed our fundraising target for the year
- Awarded the "double the impact" grant from Bendigo Bank to fund improved lighting at Crown Road, raising over \$7,000
- Awarded a private grant from Purryburry Trust to assist with funding of solar panels for the school, totalling \$16,635
- Committed a further \$16,635 to complete funding of the school's 63.6kW solar panels under the 'Solar my Schools' program
- Raised over \$17,000 at our trivia night, with thanks to the incredible support of local sponsors and generosity of our parent community
- Raised a further \$1,200 through additional 'contactless' initiatives
- Approved as a local 'Return & Earn' donation partner
- Raised over \$12,000 via our 2nd-hand uniform shop
- Paid for the annual service and maintenance of the school's air conditioners

Services: To manage the school's Instrumental Programme, uniform shop (via Alinta Apparel) and our 2nd hand uniform shop.

- Managed 4 bands with 115 students participating and continued to operate online during lockdown
- Operated an in-person 2nd-hand uniform shop in the first half of the year and by appointment as restrictions allowed in second half
- Fully transitioned to all Committee members using ppspc@gmail.com email accounts and made full use of the shared google drive

Our objectives for 2021

At its first meeting for the year, the Executive Committee identified two objectives for 2021

Community: To reconnect as a community post 2020-COVID and to connect in some way with every PPS family at an event, with a service or simply with a smile.

Fundraising: To fully fund the resurfacing of the netball court and COLA surrounds and improve adjacent drainage works. That these funds would be provided as both a direct contribution and with the proceeds from our CBP grant awarded in late 2020.

Did we meet the objectives? What were the challenges?

Despite the challenges the P&C faced by COVID, the Committee was nonetheless able to largely meet both its objectives. Due to restrictions, works on the netball court and surrounds have been significantly delayed, which means we cannot accurately know the final cost of these works. However, based on initial quotations for the works compared to the amount we raised during the year; it would be reasonable to consider that we met our fundraising objective. Reconnecting as a community was a challenge as no sooner had we set out to do so, lockdown 2021 commenced. Nonetheless, the parents' trivia night provided a good opportunity for some in-person catch ups and our Tea & Tissues event was still able to go ahead. Facebook, WeChat and Kakao Talk and WhatsApp groups were very active during the lockdown period and ensured that our school community was very much still connected.

Snapshot of our finances

Opening balance	\$316,390
Total income	\$152,859
Total expenses	\$12,241
Net balance	\$457,007
Financial commitments entered into for 2022	\$89,500
Unallocated surplus	\$367,507
TOTAL	\$457,007

Notes:

- Our financial year is 1st October through 30 September.
- Unallocated surplus incorporates funds for the Instrumental Subcommittee.
- Full copy of the audited accounts and financial report can be requested from the Treasurer at treasurer.ppspc@gmail.com

Who made this all happen?

Such an incredible amount of work cannot be achieved by just a few people. Pymble Public School benefits from an engaged and active parent community, with 32 members on the P&C Committee. Some members have formal roles on the Executive, such as Treasurer or Secretary, others head up various Subcommittees with specific objectives and focus. All members contribute their time and expertise, seek to make a difference and are highly valued.

2021 Committee members were as follows:

Pymble Public School P&C Association Committee for 2021		
Executive Committee		
President	Penny Lannen	
Vice President, Events & Fundraising Subcommittee	Danielle Visione	
Vice President (& General Executive until June)	Sally Davie	
Vice President (until June 2021)	Leanne Kemp	
Secretary	Helen Moss	
Treasurer	Cameron Martin	
General Executive, Events & Fundraising Subcommittee	Kate Walther	
General Executive, Grounds Subcommittee	Cameron Mason	
General Executive	Alicia Ferrier	
General Executive	Jo Tuck	
Subcommittees		
Events & Fundraising Subcommittee	Parent Liaison Subcommittee	
Dee Visione Kate Walther Abi Thambipillay Heidi de Haas Nikki Zdun Rachel Kandola Sarah Cable	Chloe Steele (K-2) Brooke Buchan (3-6) Iris Wang (EALD Liaison – Chinese) Kaye Zhang (EALD Liaison – Chinese) Alisha Hugh (EALD Liaison – Korean)	
Instrumental Subcommittee	Promotions Subcommittee	
Zannie Abbott (Coordinator) Belinda Lau (Treasurer) 2nd Hand Uniform Subcommittee	Claire Walesby Kath Marshall Pool Subcommittee	
Lisa Ashton Keri Garnys	Gayle King	
Road Safety Subcommittee	General Members	
Emma McCulloch	Sylvia Baker Lena McMahon Laurie Ritchie Robert Yue	

Thank you to **Lisa Ashton** and **Keri Garnys** for operating the highly valued and successful 2nd-hand uniform shop. It is both a wonderful service to families, but also noteworthy for its green credentials. Many hours go into sorting, pricing and selling these items.

Zannie Abbott achieved the impossible and kept our bands running remotely. With the help of other band Committee parents and conductors managed to coordinate a band tour to Dubbo. Thanks to Belinda Lau, Janus Cheung, Rochelle Robinson, Ange Lloyd, Sarah Till, Caterina Pasquale, and Alex Walker for their contributions on the Instrumental Subcommittee. The dedication of conductors Beck Morris and Meredith Hastings and numerous music tutors is also greatly appreciated.

Kath Marshall bedazzles us all with her amazing design work, making us all look highly professional!

Claire Walesby has done an awesome job constantly updating our website and keeping Facebook up to date.

Chloe Steele and **Brooke Buchan** have been amazing with all their parent liaison efforts this year, much of it remotely. They kept class parents up to date, as well as coordinating various group thank you "appreciation efforts", the Easter Bunny visit and several lost property sort outs!

Brooke is leaving the Committee after several years as Parent Liaison and will be greatly missed.

A big thank you also to the **44 parents** and carers who have been class parents this year – the P&C cannot be effective without the support from these wonderful volunteers.

Our EALD communities really benefited from the efforts of **Iris Wang**, **Kaye Zhang** and **Alisha Hugh**. They initiated QR codes for their specific chat groups and ensured everyone was kept in the loop.

Gayle King started the difficult process of investigating options for repairing or replacing the school pool – COVID restrictions throwing a curveball along the way.

Dee Visione and **Kate Walther**, along with Events & Fundraising Subcommittee members **Abi Thambipillay**, **Heidi de Haas**, **Nikki Zdun**, **Rachel Kandola** and **Sarah Cable**, did an extraordinary effort of raising a substantial amount, despite various COVID obstacles.

Kate leaves the Committee at the end of 2021 after seven years as a member on the Committee. Her significant efforts to events and fundraising will be greatly missed.

Alicia Ferrier, Jo Tuck, Cameron Mason and Leanne Kemp have all been highly valued members of the Executive Committee, whose insights and contributions to corporate governance, grounds and facilities, and Kindy/parent liaison have been much appreciated.

Leanne left earlier this year and both Cameron and Jo leave the Committee at the end of the year after giving multiple years of service to the school.

Helen Moss has been the most wonderful Secretary – her attention to detail second to none. The minutes and the associated google drives have never been in better shape. Helen leaves the Committee this year and her huge contribution will be greatly missed.

Cameron Martin concludes his third year as Treasurer and will be sorely missed in 2022. Cameron ensures the significant fiduciary responsibility of the P&C is taken care of in a highly professional and always timely manner.

Helping me as President oversee the whole operation has been the two most brilliant Vice Presidents, **Dee Visione** and **Sally Davie**. Their support, encouragement, problem-solving and efforts on everything from road safety to "Return & Earn" and everything in-between has made an enormous difference to my efforts and enjoyment as President, for which I am so grateful.

My thanks also to **Mr Bruno Diodati**, **Mrs Nicole Doig** and **Mrs Robyn Herbert** for their direct work with the P&C Committee and Instrumental Subcommittee. Whilst we are all working towards a common goal, the work of the P&C is made all the easier thanks to the positive and collaborative relationship between the P&C and the school's Executive.

My sincere thanks to you all, Penny Lannen President

Subcommittee Reports

Events & Fundraising Subcommittee

- We coordinated an online Secret Santa event for Christmas 2020 (our first event using COVID safe strategies such as contactless delivery and online ordering)
- Began investigation into a school 'Story Book' concept written in collaboration with Jacqueline Harvey. Sadly this wasn't possible due to Jacqueline's schedule and increased COVID restrictions for children gathering at school
- We ran a successful Mother's Day Stall in the school hall selling around 550 goodie bags. We took a new direction of investing \$10.00 for gifts to offer better quality items and more variety. Posters were put up in classrooms in advance so children didn't have to choose on the spot. This change was well received and stock levels were plentiful across all gift choices. The stall was manned by a number of enthusiastic dads from the school community, a nice change for the occasion. We also were very lucky to have a small group of volunteers dedicate 2 evenings in the lead up to wrapping and sorting the gifts. Their help was much appreciated
- Trivia Night: Saturday 19 June Turramurra Bowling Club, Theme: Wigs, Hat and Tash. The event sold out 2 weeks prior and had 139 people attend just days before lockdown. A new sub-committee was formed with 5 members to co-ordinate grade artworks, sponsorship, silent auction items, decorations, promotions and running the evening. It was a fabulous evening and one of the first school-run social events for kindergarten and year 1, with plenty of enthusiastic dress-ups and bidding, a welcome opportunity to re-connect as a parent group. The evening raising a total of \$17,628. Thank you to the Trivia Subcommittee, helpers, promotions team and all the sponsors
- Our much-loved Father's Day Breakfast became Father's Day Socks due to COVID-19
 restrictions in place for Term 3. The P&C instead sold fun, quality socks from 'Happy Socks'
 for Father's Day. We managed the initiative by running an online store on the P&C website
 and offering free contactless pick up at four home addresses in our local area. We sold 120
 pairs of socks and made over \$600. Thank you to the four families who offered their homes
 as pick up locations and the school community for the swivel to support the P&C in a new
 format
- During lockdown we launched a Melamine Plate Design Activity & Fundraiser by company
 "Pictureplates". Sarah Cable kindly volunteered to run the project and we received some
 amazing artworks from students across all year levels. The goal was to break up
 homeschooling with a fun at-home activity that could also be ordered as a gift or memento
 of this time. We sold 100 plates and made over \$550 in profit. Plates will arrive in early
 December and be distributed at school

• After submitting their application in Term 1, Pymble Public School's P&C was successful in becoming a Local Donation Partner at 3 of our local Return and Earn Machines (Turramurra Coles Carpark, St Ives Shopping Centre near Star Carwash on Mona Vale Road and Macquarie Shopping Centre). We will feature from the 25th October 2021 – 3rd April 2022. The funds raised will go towards solar panels for the school. We are aiming to fundraise \$2,000 over this period through the Return and Earn scheme from both the school and local community. We have a Pizza Party competition running at school for the class with the most collections and a student Poster Design Competition to use the winning poster to promote the school's involvement in the program to the wider community

Grounds/Facilities Subcommittee Report

Key achievements in 2021

 A working bee was scheduled for earlier in the year, however it was disappointingly cancelled due to heavy rain

<u>Issues/challenges faced</u>

• If it wasn't the rain, it was COVID. Lockdown and later restrictions to parents being able to be onsite has sadly meant that no other opportunity was available to hold a working bee

Instrumental Subcommittee Report

Key achievements in 2021

- 115 students involved in the instrumental programme, across 4 bands: junior, concert, jazz and performance ensemble
- Fantastic tour to Dubbo for performance ensemble where the band won the eisteddfod.
 Terrific opportunity for students to enjoy some time in Dubbo, at the zoo, and perform with other bands
- Public performance for all bands at community events hosted by Ku-ring-gai Council, just prior to lockdown
- Maintaining student engagement with the instrumental programme. Approximately 95% retention of students across all bands

Issues/challenges faced

 Our challenge has been having to revert to online rehearsals once again with COVID restrictions and the lack of opportunity for public performances. However, the kids have been amazing and adjusted brilliantly

Parent Liaison Subcommittee Report (K-2, 3-6, EALD)

Key achievements in 2021

Years K-2

- Tea & Tissues event for new Kindy parents. Split over 2 two households (Covid) 50 guests
- Easter Bunny visit: Coordinated 7 parent helpers to assist the Easter Bunny drop eggs to all students and staff on the last day of term 1
- Lost property: Coordinated two sortings in first half of the year. Put on hold in second half, with COVID restrictions. Intention to create rostering of volunteers fortnightly once parents allowed back on site. Instruction sheet on what to do is in development
- Orientation and New Students Packs 2022 group effort to update the pack. Successfully delivered to Nicole Doig in time for the virtual kindy orientation

Years 3-6

- Coordinated Year 6 Fundraising for Ski Trip via Sausage Sizzle & Cupcake Day. Due to COVID-19
 the Year 6 Ski Trip was cancelled for 2021. The funds raised will now go towards an end of year
 Farewell Dinner for Year 6 and/or gift to the school
- Inter-relate 2021: Family Information Evenings for Year 3-4 and Years 5-6 booked for Wednesday November 17th. This will be the first year it is experienced online

Liaison K-6

- Selected Class Parents and set up class lists and Whatsapp groups at the start of the year.
 Ongoing coordination with class parents and teachers to get lists completed. New students added to the list as and when needed
- Encouraged parents dinners and plays in the park for children via Class Parents
- Adapted and renamed the Student Communication Form for new students
- Organised Hampers for Trivia Night in conjunction with Class Parents
- Coordinated 'Thank you' contributions from students and parents for:
 - Principal's Day
 - School Support and Administrative Staff (SASS) Recognition week
 - World Teacher's Day
- Set up meal trains for families in need

EALD Liaison

- Established WeChat for Chinese community with QR codes
- Set up Kakao Talk for our Korean community
- Translated multiple communications to respective communities as required

<u>Issues/challenges faced</u>

- Not having initial access to parents' contact details was a major hurdle
- Restrictions due to Covid-19 have meant limited social events and parents (new and old)
 meeting up with each other. The PPS parent community have had to rely more than ever on
 electronic communication, especially during the 13 week at-home learning period
- Restrictions due to Govt regulations have also meant working out new ways to conduct previous events thereby reducing normal efficiency

Chloe Steele, Brooke Buchan, Iris Wang, Kaye Zhang, Alisha Hugh, Parent Liaison Subcommittee

Pool Subcommittee Report

Key achievements in 2021

- We had 2 independent contractors visit the pool and make an assessment of the pool condition and the leaks
- We received quotes for fixing the existing pool as well as building a brand new pool
- Given the cost, the option to build a new pool is the current preferred option

Challenges faced in 2021

- Building a new pool will require permission and input from the Department of Education and, understandably, other priorities in 2021 means this process has not started
- Fundraising will take a few years and due to COVID, this has been more challenging than usual

Gayle King, Pool Subcommittee

Promotions Subcommittee Report

Key achievements in 2021

- Major refresh & update of P&C website page including new images, consolidated pages and updated links
- Addition of a new page specifically for new Kindy parents, collating all P&C materials included in their orientation packs
- Membership questions added to Parents FaceBook page to ensure restricted access
- Promotion of fundraising events eg: Trivia night, Double the Impact, Father's Day socks,
 Gingerbread kits, Picture plates etc
- Fantastic graphics, flyers and posters created by Kath Marshall

Challenges faced in 2021

• Most were resolved and COVID restrictions did not really hinder digital communications.

Claire Walesby, Promotions Subcommittee

Road Safety Subcommittee Report

Key achievements in 2021

The Road Safety Committee has been active in 2021 with a number of matters:

- Development on Bannockburn Road MOD0092/21 (DA0342/19)
- General pedestrian safety on the corners of Bannockburn St, Reely St, Crown Road and Reservoir Lane
- Communication with PPS neighbours regarding the above development
- Development of a 'how to use car line' flyer
- Road safety banners for the school fence

Development at 102-104 Bannockburn Road, 2 Reely Street, Pymble and 83 Bobbin Head Road, Turramurra MOD0092/21 (DA0342/19)

A letter from the P&C was issued to Council on 29 June 2021 in response to the DA being reissued to neighbours as the site had been on-sold to another developer who had made small changes to the DA. The letter reiterated to the Council that there was a need to address the road and pedestrian safety issues on the corner of Bannockburn St, Reely St, Crown Rd and Reservoir Lane, which has long been problematic. In addition, and specifically regarding the above development, assurance was sought from the Council that heavy construction vehicles enter and exit the site only from the Bobbin Head Road entrance and outside of School Speed Zone hours (as per the Traffic Management Plan submitted with the DA) being of utmost importance to the PPS community. Furthermore, compliance with this requirement was requested to be monitored by the Council throughout the entirety of construction.

General pedestrian safety on the corners of Bannockburn St, Reely St, Crown Road and Reservoir Lane

A letter from the P&C was issued to Council on 1 September 2021 following a proposal from Council to make road safety changes to the corner of Bannockburn St, Reely St, Crown Rd and Reservoir Lane. The most notable changes include a new pedestrian crossing on Bannockburn Rd (north of Crown Rd), removal of parking on Bannockburn Rd (as it travels east/west), additional no parking signs and a new footpath on Bannockburn Rd. It was pleasing that the problematic intersection is finally being addressed.

As at 27 Oct 2021, there has been no further advice from the Council as to whether these additional pedestrian safety measures have been approved or when they may be implemented however it is pleasing that this has the attention of the Council and progress is being made.

Communication with PPS neighbours regarding the above development

The Executive Committee has been in regular contact with the school's neighbours to discuss the issues regarding the development. This communication has been via phone and regular email contact. The Executive communicated to our neighbours that the main concerns for the PPS community was road safety and the assurance that the Traffic Management Plan for the above development would be adhered to. The neighbours have been understanding and supportive of PPS' concerns and all parties will continue to work collaboratively for the benefit of the local area.

Carline instruction flyer

A one-page flyer has been developed to communicate how to use the 'carline' our school is so fortunate to have. This flyer was inserted into the kindergarten orientation packs which were being distributed in November 2021.

Banners

At the request of the school, the P&C has arranged through Council, a number of road safety banners to be placed on the fences outside the school grounds to keep road safety front of mind. There was no cost to the P&C in doing so.

Challenges faced in 2021

No specific challenges were faced by the Subcommittee. The Subcommittee was unaffected by COVID and able to operate effectively.

2nd-Hand Uniform Subcommittee Report

Key achievements in 2021

- Running the 2nd-hand shop in person for the first half of the year and via email and contactless pick-up in the second half of the year. Raising over \$12,000 from the sale of 2nd-hand items.
- Launched the Worn-Up initiative which accepts pre-loved uniform items to be recycled and made into other items.
- Commenced a sales recording process to better track and assess sales.

Issues/challenges faced

• COVID restrictions have had a significant effect on the ability to both receive donations and sell uniforms in an efficient and accessible manner.

Statement of Receipts, Payments & Accruals for the 12 months ending 30 September 2021

Auditors Statement and Review of the Association's Financial Statements

These reports can be requested from the Treasurer at treasurer.ppspc@gmail.com