



General Meeting Minutes - 2021

| | | | |
|---|-----|---|----------------|
| Chairperson: Eva Urban | | Location: The school hall and zoom | |
| Date: 8 February 2021 (Term 1 Week 3) | | Meeting Type: General Meeting | |
| Meeting commenced: 8:13 pm | | Meeting adjourned: 8:52 pm | |
| Minutes taken by: Vaishnavi Sundar & Aida Taha | | | |
| Attendees: | | Position: | Copies: |
| Eva Urban | EU | 2021 President | 1 |
| Leanne McKay | LM | 2021 Vice President & Events Team | 1 |
| Kris Arnold | KA | 2021 Vice President & Events Co-ordinator | 1 |
| David Doyle | DD | 2021 Treasurer | 1 |
| Vaishnavi Sundar | VS | 2021 Secretary | 1 |
| Aida Taha | AT | 2020 Support Secretary | 1 |
| Pieta Carroll | PC | 2021 Book Club Coordinator | 1 |
| Lisa Tang | LT | 2021 Book Club Support Coordinator | 1 |
| Isabella Tan | IT | 2021 Class Parent Coordinator | 1 |
| Jack Tao | JT | 2020 Class Parent Support Coordinator | 1 |
| Lisa Ponton | LP | 2021 Events Team | 1 |
| Malyna Rooke | MR | 2021 Uniform Shop Coordinator | 1 |
| Sahar Moukahal | SR | 2021 Uniform Shop Support Coordinator | 1 |
| Mayank Agarwal | MA | Observer | 1 |
| GUB | GUB | Observer | 1 |
| Simin Bari | SB | Observer | 1 |
| Mita Brierley | MB | Member | 1 |
| Flavia Campos | FC | Observer | 1 |
| Cha Cha | CC | Observer | 1 |
| David Christie | DC | Member | 1 |
| Amin Debonnet | AD | Observer | 1 |
| Azade Debonnet | AZD | Observer | 1 |
| Nancy Diez | ND | Observer | 1 |
| Se Gong | SG | Observer | 1 |
| Liming Hou | LH | Observer | 1 |
| Stella Yulei Hou | SH | Member | 1 |
| Amanda Jacobs | AJ | Member | 1 |
| Claudia Jung | CJ | Observer | 1 |
| Eiman Latifi | EL | Member | 1 |
| Vernon Lopez | VL | Observer | 1 |
| Melanie Marcellino | MM | Observer | 1 |
| Fei Mai | FM | Observer | 1 |
| Michela Nesbitt | MN | Observer | 1 |



KENT ROAD PUBLIC SCHOOL

P & C Association

| | | | |
|---------------------------------|-----|-------------------------------------|---|
| Kerry Novkovic | KN | Observer | 1 |
| Nuno Santos | NS | Observer | 1 |
| Jennie Star | JS | Member | 1 |
| Aung Thant | AT | Member | 1 |
| May Thant | MT | Member | 1 |
| Jenny Tsui | JT | Observer | 1 |
| Binoe Verghese | BV | Observer | 1 |
| Shivani Vernon | SV | Observer | 1 |
| Vinnci Wu | VW | Member | 1 |
| Samantha Yep | SY | Member | 1 |
| Gina Yao | GY | Observer | 1 |
| Apologies | | | |
| Debbie Lawson | DL | 2021 Events Team | 1 |
| Andrew Brackley | AB | Member | 1 |
| Fran Martinelli | FM | Observer | 1 |
| Kate Mason | KM | Observer | 1 |
| Evelyn Sozou | ES | Observer | 1 |
| Stacey Tsui | ST | Member | 1 |
| Bhupinder Ubhi | | Member | 1 |
| School Representatives: | | | |
| Denise Minifie | DM | Principal | 1 |
| Fiona Hamilton | FH | Deputy Principal | 1 |
| Ben Harrison | BH | Deputy Principal - | 1 |
| Nayeree Basmajian | NB | Assistant Principal | 1 |
| Chauntal Gwynne | CG | Assistant Principal | 1 |
| Jessie Hossack | JH | Assistant Principal | 1 |
| Davina Kite | DK | Assistant Principal - Apology | 1 |
| Additional Distribution: | | | |
| Karen Silsby | KS | KRPS Office Administrator - Apology | 1 |
| KROSHC Representatives: | | | |
| Jenny Del Medico | JDM | Partnership Manager | 1 |
| Gabrielle Adams | GA | Regional Manager | |
| Luke Brattoni | LB | Lead Co-ordinator | |
| Charmaine Wong | CW | Co-ordinator | |
| Signed: Vaishnavi Sundar | | Date:8/02/2021 | |

Meeting Minutes
(Continuation Sheet)

| No | Discussion | Action |
|------|---|--------------|
| 1. | <p>Welcome</p> <p>1.1 Welcome to our first general meeting for 2021, many thanks to all who have just accepted a P&C role for 2021.</p> <p>1.2 We welcome the KROSH Care representatives to this meeting.</p> <p>1.3 If not at today's onsite meeting and you would like to become a paid member, please pop 50 cents together with details of your full name and contact details in an envelope marked 2021 P&C membership and leave at front office. To help us, it would be great if you drop us an email confirming your payment.</p> | Noted |
| 2. | <p>Confirmation of previous meeting minutes</p> <p>2.1 Minutes from last General Meeting on 30/11/2020 approved by Kris Arnold and seconded by Lisa Ponton</p> | Noted |
| 3. P | <p>Announcements</p> <p>3.1 Nil</p> | Noted |
| 4. | <p>Correspondence received -</p> <p>4.1 Federation P&C email of 8/02/2021 provided details of how to vote for Councillors and Delegates at the Federation P&C elections.</p> <p>4.2 Federation e-bulletin dated 2/02/2021 – covers P&C webinars; P&C Day, Town Hall (online) event on 3/03/2021 from 7-8pm; COVID-19 Advice for Families for Term 1; P&C Federation 2021 elections of Councillors and Delegates on a date yet to be confirmed; nominations received from 16 electorates across NSW for NSW P&C Volunteer of the Year; Discounted Zoom Accounts; Education is currently conducting an inquiry into the Education Legislation Amendment (Parental Rights) Bill 2020. Submissions are due 28 February 2021; and The Stronger Communities Programme which provides each of the 151 Federal electorates with \$150,000 to fund small capital projects.</p> <p>4.3 Federation P&C email 28/01/2021 Survey of Members 2020 extended to 5/02/2021. KRPS P&C provided feedback on 3/01/2021</p> <p>4.4 Federation P&C email 21/01/2021 NSW Department of Education COVID-19 Advice for families Term 1 2021 – this provides useful information on current restrictions involving activity on school premises.</p> <p>4.5 Save the date 9/02/2021 for Safer Internet Day. This day is set aside to chat about online safety. As the official committee in Australia and a leader in the global effort, e-Safety is making this special day one of the most important online safety awareness raising events of the year. Read more</p> <p>4.6 All the above information and more can be accessed directly from the Federation P&C website at https://www.pandc.org.au/e-bulletins/</p> | Noted |
| 5. | Business Arising | |

Meeting Minutes
(Continuation Sheet)

| No | Discussion | Action |
|-----------|--|--------------|
| | 5.1 No business arising | Noted |
| 6. | <p>President’s Report</p> <p>6.1 The KRPS P&C has two objectives –</p> <ul style="list-style-type: none"> • Fundraising to purchase (in collaboration with the school) items or activities that enhances our children’s school experience; and • Building community within and outside the school community. <p>6.2 In respect to fundraising, we will explore what is possible as pandemic restrictions ease and notices will go out in due course.</p> <p>6.3 The P&C and the school more broadly has plenty of volunteering opportunities – from taking an Executive role in the P&C, to joining a sub-committee, or offering time as a support person for any existing positions or responding to calls to be available for any school activity, such as cakes stalls, morning teas (when operating), packing school uniform orders and the like.</p> <p>6.4 There are plenty of opportunities to volunteer as little or as much as you like.</p> <p>6.5 Volunteering and being involved helps to build strong relationships within the school.</p> <p>6.6 In 2021 - the P&C has the following aims –</p> <ul style="list-style-type: none"> • engage with new families to the school • encourage all families to download the SkoolBag app • develop a succession plan for all existing P&C positions - noting that office bearers are only able to serve in one role for a maximum of three years, and the need to replace existing volunteers as they leave the school or due to volunteers needing to step down due to change of personal circumstances. <p>6.7 P&C administration activity is all online and there is plenty of support material for each position.</p> <p>6.8 We are a collaborative and supportive team – many volunteers have been very generous with their time to support members into new positions.</p> <p>6.9 I would like to introduce Michela Nesbitt, whose child started in year 1 in 2020. Michela has reached out to us to offer her support and we will be meeting her in the next few weeks to explore options. We welcome the Nesbitt family to the P&C.</p> <p>6.10</p> <p>If you would like to explore any volunteer activity, please email your interest to the P&C email account at kentroadpublicschool@pandcaffiliate.org.au. One of the office bearers will contact you to explore options.</p> | Noted |
| 7. | Treasurer’s report | |

Meeting Minutes
(Continuation Sheet)

| No | Discussion | Action |
|----|---|--------------|
| | <p>7.1 As of 31/01/2021, the bank balances were as follows:</p> <ul style="list-style-type: none"> • Uniform Shop account: \$19,309.28– PayPal and other sales receipts for the period have totalled approximately \$16,000. Payments for stock purchases of approximately \$26,000 have been made since the last meeting. • Main P&C account: \$139,283.51 – Receipt of one small interest payment is the only transaction since last meeting. | Noted |
| 8. | <p>Principal’s Report</p> <p>8.1 Students are now well settled in their new classrooms. All lining up, entering and exiting the new classrooms have been revised to suit the new learning environment. The dismissal process has been particularly challenging but getting better the last few days. Roughly 85% of the school community are using the main gate which has created some chaos. We ask all parents to be patient, spread out and avoid standing on the road. There has been a lot of communication between teachers and parents to ensure safe pick up of the students at the designated gate.</p> <p>8.2 The layout and classroom spaces are quite different and functional. Week 5 parent information nights will be an opportunity for parents to see their children’s learning environment and learn of their expectations. Each floor has the same layout of four classes, common toilets with connecting pathways. Two classrooms in front of each other open to a double classroom nearby, and each of these spaces has a withdrawal or quiet room. In the centre of the floor layout there is a performance space and a practical arts room equipped with sinks and stools. The students are loving these new spaces. The acoustics are also pleasant and functional. There are balconies on the first and second floors. All these spaces are designed to make use of the natural light and connection to outside. The layout offers a huge range of possibilities. The teachers have been training and working extremely hard for the past two years in preparation of this layout. The teachers love working in this new environment. There are 34 basic spaces which are well connected and work well together.</p> <p>8.3 Unpacking and settling in the new building has required a lot of hard work and the teachers had to give up the last few days of their holidays to unpack and prepare the new spaces. They displayed great teamwork and dedication.</p> <p>8.4 The numbers of enrolments are approximately the same as last year which is convenient, given the time needed to settle into the new building. With the current COVID environment there is not the usual influx of families and some families are stranded outside Australia.</p> <p>8.5 The roof will be replaced on the older kindergarten classrooms.</p> | Noted |

Meeting Minutes
(Continuation Sheet)

| No | Discussion | Action |
|------------|--|---------------------|
| | <p>8.6 The landscape work is almost complete. Recently laid turf needs time to take before we can allow children into the area. Some ground works are still in progress.</p> <p>8.7 Removal of demountables scheduled for 4 January 2021 was postponed due to the COVID outbreak in the northern beaches. There was concern builders and tradesmen would be caught up with the outbreak. We are looking forward to the new schedule for the removal after which turf will be laid. Expect it will take the new turf one to two months to settle before the children can use the area.</p> <p>8.8 The playground project, adjacent to KROSH Care is set to start on the 22 March. Most the equipment will be constructed offsite. Expect actual installation to be reasonably quick and in place by the Easter holidays.</p> <p>8.9 PSSA sports will start this Friday. Teams have been selected. Band is ready to resume with restrictions in respect to distancing. Most before and after school activities have resumed including art classes, music, Lego, Chinese, coding, dancing and creative writing. The footsteps program started last week.</p> <p>8.10 The Minister of Education will formally open the new building in two weeks' time. Our Executive Director is also due to visit this Friday.</p> | |
| 9. | <p>Events Team's Report</p> <p>9.1 Nothing new to report in events. We hope to use the Mother's Day stock from last year sometime this year.</p> | Noted |
| 10. | <p>Class Parent Coordinator's Report</p> <p>10.1 Invitations will be sent out soon calling for class parent volunteers.</p> | Noted |
| 11. | <p>Uniform Shop Coordinator's Report</p> <p>11.1 Value of stock on hand \$60,068</p> <p>11.2 Balance as at today is \$25,088.28</p> <p>11.3 Plus the expected PayPal transfer of \$6,500</p> <p>11.4 Less the Supplier payment of \$3118.99 which we will process now.</p> <p>11.5 The uniform shop remains closed for families. All orders must be made online.</p> <p>11.6 If you have any queries about the uniforms or payments please email directly the uniform shop at krpsuniformshop@gmail.com.</p> | Noted |
| 11 | <p>Book Club Coordinator's Report</p> <p>12.1 Seeking class list from Denise Minifie</p> <p>12.2 There will be no issue 1, will start with issue 2.</p> | Action Noted |
| 13 | <p>KROSH Care</p> <p>13.1 The kindergarten children have settled in well with the older children.</p> | Noted |

Meeting Minutes
(Continuation Sheet)

| No | Discussion | Action |
|-----------|--|---------------|
| | <p>13.2 In the last six months there has been maintenance work conducted at the centre. The centre was repainted and furniture replaced.</p> <p>13.3 During the summer holidays, KROSH Care operated out of Smalls Road Public School. There were about 60 children per day. Now there are 130 children during the afternoons and a COVID safety plan is adhered to keep the children as safe as possible.</p> <p>13.4 New team members joined last week, Luke Brattoni, and two new assistant coordinators Jasper and Jess.</p> <p>13.5 The team is excited about the new school year and everything is going well.</p> | |
| 14 | <p>Other Business</p> <p>14.1 The President will be out of Sydney for the next general meeting.</p> <p>14.2 Kris Arnold and/or Leanne Mackay has agreed to chair the next meeting.</p> | Noted |
| 15 | Next Meeting - Monday 15 March 2021 at 7:30pm | Noted |