



KENT ROAD PUBLIC SCHOOL

P & C Association

General Meeting Minutes - 2021

Chairperson: Eva Urban		Location: School library	
Date: 3 May 2021 (Term 2 Week 3)		Meeting Type: General Meeting	
Meeting commenced: 7.30 pm		Meeting adjourned: 8:40 pm	
Minutes taken by: Vaishnavi Sundar & Aida Taha			
Attendees:		Position:	Copies
Eva Urban	EU	2021 President	1
Leanne McKay	LM	2021 Vice President	1
Kris Arnold	KA	2021 Vice President & Events Coordinator	1
Vaishnavi Sundar	VS	2021 Secretary	1
Aida Taha	AT	2021 Support Secretary	1
Lisa Tang	LT	2021 Book Club Support Coordinator	1
Lisa Ponton	LP	2021 Events Team	1
Malyna Rooke	MR	2021 Uniform Shop Coordinator	1
Jack Tao	JT	2021 Class Parent Support Coordinator & Events Team	1
Mita Brierley	MB	Member	1
Flavia Campos	FC	Member	1
Thomas Chan	TC	Member	1
Amanda Jacobs	AJ	Member	1
Kerry Novkovic	KN	Member	1
Bob Wu	BW	Member	1
Vinnci Wu	VW	Member	1
Samantha Yep	SY	Member	1
Apologies			
David Doyle	DD	2021 Treasurer	1
Pieta Carrol (Bosman)	PC	2021 Book Club Coordinator	1
Debbie Lawson	DL	2021 Events Team	1
Sahar Moukaha	SM	2021 Uniform Shop Support Coordinator	1
Eiman Latifi	EL	2021 Uniform Shop Team	1
Kate Mason	KM	2021 Uniform Shop Team	1
Isabella Tan	IT	2021 Class Parent Coordinator	1
Mayank Agarwal	MA	Observer	1
Yoan Amelia	YA	Member	1
Simin Bari	SB	Observer	1
Andrew Brackley	AB	Member	1
David Christi	DC	Member	1
Amin Debonnet	AmD	Observer	1
Azade Debonnet	AzD	Observer	1
Neda Farrahi	NF	Member	1



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Se Gong	SG	Observer	1
Emily Guan	EG	Observer	1
Liming Hou	LH	Member	1
Stella Yulei Hou	SYH	Member	1
Jennifer Li	JL	Observer	1
Shivani Lopes	SL	Member	1
Fei Mai	FM	Member	1
Balaji Man	BM	Observer	1
Henky Mantophani	HM	Member	1
Melanie Marcellino	MM	Member	1
Jessica Matthews	JM	Member	1
Michela Nesbitt	MN	Member	1
Kate Paynter	KP	Observer	1
Evelyn Sozou	ES	Observer	1
Jennie Star	JS	Member	1
Aung Thant	AT	Member	1
May Thant	MT	Member	1
Jenny Tsui	JT	Member	1
Stacey Tsui	ST	Member	1
Binoe Verghese	BV	Member	1
Shivani Vernon	SV	Member	1
Gina Yao	GY	Observer	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 - Apology	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 -Apology	1
Gabrielle Adams	GA	Regional Manager - Apology	1
Luke Brattoni	LB	Lead Co-ordinator -Apology	1
Charmaine Wong	CW	Co-ordinator - Apology	1
Signed: Vaishnavi Sundar		Date:3/5/2021	

No	Discussion	Action
1.	<p>Welcome</p> <p>1.1 Greetings to 2021 Members, Observers and new families.</p> <p>1.2 Introduction of P&C Office Bearers</p> <p>1.3 For new families or non-P&C members present tonight, please make sure you provide your full contact details to an Office Bearer, so we can send a copy of today's minutes to you.</p> <p>1.4 If you would like to become a paid member, please pay 50 cents to an Office Bearer tonight and make sure you receive a receipt.</p> <p>1.5 Hard copies of our P&C's (amended) constitution, rules, code of conduct; policies & procedures are available and soft copies are available upon request through our P&C email address – kentroadpublicschool@pandcaffiliate.org.au.</p>	Noted
2.	<p>Confirmation of previous meeting minutes</p> <p>2.1 Asked if anyone had not received Minutes from last General Meeting on 15/03/2021 and nobody indicated they had not.</p> <p>2.2 Please note Minutes are posted on the KRPS website under the Parents & Citizen Association tab, thanks to Ben Harrison who posts them on the website, after each meeting.</p> <p>2.3 Minutes from last General Meeting on 15/03/2021 approved by Lisa Ponton and seconded by Leanne McKay.</p>	Noted
3.	<p>Business Arising</p> <p>No business arising.</p>	Noted
4.	<p>KROSH Care Report</p> <p>4.1 No report available</p>	Noted
5. P	<p>Announcements</p> <p>5.1 No announcements.</p>	Noted
6.	<p>Correspondence received -</p> <p>6.1 Federation P&C E-Bulletins of 26/03/2021 and 26/04/2021 covering -</p> <ul style="list-style-type: none"> • Walk Safely to School Day - Active Kids are Smarter Kids - an annual event when all Primary School children are encouraged to walk and commute safely to school. It is a Community Event seeking to promote Road Safety, Health, Public Transport and the Environment. This year, the Walk Safely to School Day will be on Friday 14 May. • 2021 Federation P&C Elections of Councilors and Delegates • P&C Federation 2021 AGM Submission of Motions • P&C Federation Parent & Citizen Journal Term 1 • Reminder of reporting requirements post P&C AGMs – we have completed all reporting requirements as required. Further reporting required by KRPS P&C by the end of June. • Reminder that if our P&C Association has an upcoming event, we must complete a Notification of Events form. This should 	Noted

No	Discussion	Action
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6.2	<p>be lodged at least 14 days prior to the event for insurance purposes.</p> <ul style="list-style-type: none"> •Reminder that P&C Associations must lodge their reports with ACNC. •Department of Education – obligations to have insurance for voluntary workers in schools - we have this in place. •The Department of Education Arts Unit is inviting students in Years 5 – 11 who are passionate about the arts to submit an Expression of Interest for the Student Voices in the Arts Council (SVAC). •Service NSW - Active & Creative Kid Vouchers - the Active Kids and Creative Kids programs provide vouchers for parents, guardians and carers of school-enrolled children to use towards sport and active recreation costs each year. Information about eligibility and how to apply for these vouchers can be found on the Service NSW website. •Announcement of NSW Volunteer of the Year 2020 and runners up. •News that the NSW Government will embark on a new reform as part of accepting and implementing all five recommendations from the Gonski-Shergold Review of the NSW Vocational Education and Training (VET) sector. •Opportunity for Students, graduates and adults looking to turbocharge their careers through access to tailored career advice through the establishment of Careers NSW, a new service announced by the NSW Government. •Website information featuring evidence-based research to support educators, parents, carers, and students to identify, prevent, and respond effectively to student bullying behaviors - developed by the NSW Department of Education in consultation with the Association of Independent Schools of NSW and Catholic Schools NSW. •The NSW Department of Education, School Sport Unit program for students with disability. •The Premier’s Spelling Bee is scheduled to commence mid-April 2021. •The Premier’s Reading Challenge 2021 opened on 1/03/2021. •The NSW Curriculum Reform - New K-2 English and Mathematics syllabuses. English and Mathematics K–2 draft outcomes and content have been released, and is open for feedback until 30/04/2021. •Community Grants 2021 Volunteer Grants – applications open until 29/04/2021. •Heart Foundation has up to twenty \$10,000 grants for new, innovative projects that get more people moving in schools, universities or local community groups – applications now open. •eSafety Commissioner webinars for Parents and Carers are available. •eSafety Commissioner - online safety picture book and song - eSafety’s online safety picture book Swoosh, Glide and Rule Number 5 makes it easy to start the chat about online safety with young children. Order your free copy or download other useful resources. <p>Email of 23/04/2021 calling for nominations for the P&C Federation 2021 Elections of Councillors (Board members) and</p>	
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No	Discussion	Action
	<p>Delegates - nominations close at 12:00 noon, Tuesday 27 April 2021.</p> <p>6.3 Email of 21/04/2021 advising of a Federation P&C webinar on Applying for Community Building Partnership Grants – the office bearers missed this opportunity but will look out for other useful webinars as part of our continuous learning.</p> <p>6.4 Federation P&C updates of 14/04/2021 includes details of Federation P&C AGM & office bearer elections – motions for AGM close 11/06/2021 and polls close on 15/07/2021 for elections.</p> <p>6.5 Email of 29/03/2021 advising of Mongo Football April 2021 Holiday Clinic</p> <p>6.6 Email of 26/03/2021 advising of PIEX Education after school fee-based program – based on S.T.E.A.M. Multi-Disciplinary Approach</p> <p>6.7 Links to any of the above items will be sent upon request to kentroadpublicschool@pandcaffiliate.org.au.</p>	
7.	<p>President's Report</p> <p>7.1 Welcome back to term2, it is great to see you all in the first full face to face meeting and hope you all had a restful time over the holidays.</p> <p>7.2 It is great to see the school grounds opening up with the removal of all the demountables – but I defer to DM to report further on current building activities.</p> <p>7.3 Whilst COVID restrictions have eased, we must be ever vigilant with our personal hygiene to ensure no outbreaks occur. If you are unwell, we ask that you do not attend the school premises.</p> <p>7.4 In respect to the grant funds of \$24,000 to purchase the \$28,000 HVL fans for the school hall - not likely to see a release of these funds for at least another 6-8 weeks. Once the funds have been released, works will commence. The project needs to be completed by 31/03/2022 and Melanie Marcelino is leading the post work reporting required. Big thanks to Mel for leading this piece of work.</p> <p>7.5 We are moving to online receipts for P&C membership. This is a good way to ensure we have correct contact details for our members. Big thank you to Leanne McKay for all her work in setting this up. You should be receiving your online receipts very soon. Please let us know if you have paid your P&C membership but not received a receipt.</p> <p>7.6 Just a reminder, if you wish to explore volunteering opportunities within our school, please email your area of interest and availability to the P&C email address at kentroadpublicschool@pandcaffiliate.org.au. One of the office bearers will contact you to explore options.</p>	Noted
8.	<p>Treasurer's report</p> <p>8.1 As of 25 April 2021, bank balances are:</p> <p>8.2 Uniform Shop account: \$25,118.77.</p>	Noted

No	Discussion	Action
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	<p>8.3 PayPal and other sales receipts for the period have totaled approximately \$17,500.</p> <p>8.4 Payments for stock purchases of approximately \$26,000 were made since the last meeting.</p> <p>8.5 Main P&C account: \$139,303.51 - \$20 in membership fees received since last meeting.</p>	
<p>9.</p>	<p>Principal's Report</p> <p>9.1 COVID related updates: The Department of Education is still stressing to be vigilant with regards to COVID, therefore, the school will still use the VR Codes and follow other measures of what is allowed and what is not allowed to ensure the safety of everyone. Otherwise, the school is basically back to normal.</p> <p>9.2 Tours for Kindergarten parents of 2022: They will be carried out this year as normal but a little differently. Parents will be offered sessions and maybe allowed to see the classrooms but not in close proximity, always being mindful about keeping everybody safe.</p> <p>9.3 Drop off and Pick-up: Morning arrival and drop-off at school processes are going well but not so well for the afternoon pick-ups. Gates are close but they open at around 3pm, with the dismissal time pushed back to 3:10pm. Still a little bit difficult to control and the school is trying to be as cautious as possible, with children exiting classrooms and down the stairs but it can be quite hazardous especially when large numbers of parents and carers congregate around the staircase area. Parents are advised to keep well away from the main building and staircase areas at dismissal time.</p> <p>9.4 The Easter hat parade: It was the first event for parents at the school this year with a lot of people attending. It went well, and the kids were happy, as they practiced singing, waving, and parading. Parents were advised to abide by the social distancing rules. The raffle tickets were all sold out and raised \$6000. It was noted that some parents took photos of the kids, and they were publicly shared on social media contrary to guidelines. Just a reminder no photos of school children should be posted on social media without the parents/carers consent.</p> <p>9.5 Excursions: Year 3 excursion went well. Unfortunately, the go ahead for year 4 excursion is still not settled as we need to find a venue for two nights. Many venues in NSW are unavailable and the school is unable to use the usual venue in Morrisset.</p> <p>9.6 Naplan testing: Will be start next week. The school has plenty of computers and laptops to use. It is the first time the test will be carried out online at our school. Students have been practicing in their classes and navigating the test system, so they can transition to the online test. The typing and the writing tests for year 5 are a bit tricky more than just a multiple-choice test. But it is not a long test. In the end, it is an assessment that will give the school a snapshot of overall school performance and is not used as the basis of determining students' performance. There will be two tests on the same day over the course of two weeks instead of three days. Results will be back some time in term 3.</p>	<p>Noted</p>

	<p>9.7 Building and site updates: The Department and 'ASSETS' will be renovating all the old buildings by undertaking external painting works. This will probably happen in the next holidays. Contractors are working on renovating the new playground. This is also being managed by "ASSETS". All the kids are excited about the new playgrounds and the school will have to manage the proper use of it. Grounds are being leveled down where the demountables were removed and they are still laying down the turf with almost three quarters of it completed. Kiss and drop locations were approved, unclear when the works will start. Library had a major leak due to heavy rain and the gum trees above the roof. Unfortunately, the gutter guard did not stop resolve the leak. Luckily, no books were damaged, only carpet and furniture where impacted. Waiting for the issue to be resolved.</p> <p>9.8 Year 6 news: Miss Basmajian reported a year 6 one day excursion has been organised to visit the NSW State Parliament House and the NSW Art Gallery. A visit to Canberra is being planned for the end of October. The Kindy buddy program has also started and year 6 students are interacting well with the younger students.</p> <p>9.9 Literacy program information: Chauntal Gwynne reported that all the co-teaching is going well, and the teachers have been training the student how to use all the different spaces around the classrooms. We expect 10 to 12 trainees (practice students from the university) they will be trained in teaching and assist in taking care of the students. In terms of literacy everything is going well, and the school is tracking the students' skill levels from kindergarten to year 6 and evaluating their performance and recording their progress.</p> <p>9.10 ANZAC day assembly: This very important event took place recently. Parents' efforts were appreciated in bringing the school leaders early on a Sunday morning to continue the tradition.</p> <p>9.11 Visit to regional schools: Last week Miss Minifie, Ms. Hamilton and Miss Mckenna went on a trip organised by 'Country City Alliance' to visit schools in regional NSW, such as Mildura, Lake Mongio, Pomona, and Wentworth. This entity connects 30 remote country schools with city schools. It was an amazing experience and representatives from these schools will come and visit our school in November.</p> <p>9.12 Interrelate sessions: Ms. Hamilton is currently organising some parenting and family evenings information sessions called Interrelate. They will be two different sessions, "Where do I come from" for years 3 and 4 and "Preparing for puberty" for years 5 and 6. These are optional sessions. It is aimed at providing students information on puberty, the reproductive system, the birthing process and personal safety awareness and protective behaviors. There will also be books available on the subject. Further information on this will be available in the newsletter. Last year these sessions were cancelled due to COVID.</p> <p>9.13 Staff updates: Staff are currently going through CPR training sessions.</p> <p>9.14 Sports activities and events: Ben Harrison reported on the Cross-country recent event. It was a positive event despite it being a bit of a challenge. It was a pleasant day in Els park, and the location is very convenient. The school is fortunate that it's located across the road. The only drawback is the lack of toilet facilities for large numbers. The existing facilities are quite old. PSSA continues and winter sports have kicked off -</p>	
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<p>11.</p>	<p>Class Parent Coordinator's Report</p> <p>11.1 The Class Parent system is well underway with most Class Parents having sent out introduction letters and some have already received some good responses.</p> <p>11.2 As with previous years, response rate varies. A newsletter item was published in Week 2 to encourage more parents to participate.</p> <p>11.3 Class Parents met with Miss Minifie either individually or during the Zoom meeting in Term 1 to go through the KRPS Class Parent Handbook and to clarify matters surrounding social media and how to handle parent feedback/complaints.</p> <p>11.4 Big thank you again to all who have volunteered for the Class Parent role!</p> <p>11.5 Confirm the class parent and class parent coordinator handbooks have been finalized.</p> <p>11.6 General discussion on the uptake of families to the class parent system and general socialization.</p>	<p>Noted</p>
<p>12.</p>	<p>Uniform Shop Coordinator's Report</p> <p>12.1 Value of stock on hand \$72,863.00.</p> <p>12.2 Total in Bank \$30,694.77</p> <p>12.3 PayPal Balance is \$4,000.00, transferred today</p> <p>12.4 Total outstanding is \$3,994.74</p> <p>12.5 Working Balance: \$34,070.77</p> <p>If families have any queries about uniform purchases or payments, please email queries directly to the uniform shop at krpsuniformshop@gmail.com.</p>	<p>Noted</p>
<p>13.</p>	<p>Book Club Coordinator's Report</p> <p>13.1. Issue 2 has been processed and distributed.</p> <p>13.2. There are a total of 234 items at a value of \$3,050.</p> <p>13.3. Teachers' orders were looked after by the school.</p> <p>13.4. We will not be processing issue 3 but parents can order online for direct delivery to their home for a small fee.</p> <p>13.5. We will hand out issue 4 brochures as soon as they become available.</p>	<p>Action</p>
<p></p>	<p>Other Business</p> <p>14.1. Nothing.</p>	<p>Noted</p>
<p></p>	<p>Next Meeting - Monday 7 June 2021 at 7:30pm</p>	<p>Noted</p>