



## General Meeting Minutes - 2022

<b>Chairperson:</b> Eva Urban		<b>Location:</b> School Library	
<b>Date:</b> 24 October 2022 (Term 4 Week 3)		<b>Meeting Type:</b> General Meeting	
<b>Meeting commenced:</b> 7.35pm		<b>Meeting adjourned:</b> 8.57pm	
<b>Minutes taken by:</b> David Doyle			
<b>Attendees:</b>		<b>Position:</b>	<b>Copies</b>
Eva Urban	EU	2022 President	1
Kris Arnold	KA	2022 Vice President & Events Co-ordinator	1
Samantha Yep	SY	2022 Vice President	1
Jack Tao	JT	2022 Treasurer	1
David Doyle	DD	2022 Secretary	1
Malyna Rooke	MR	2022 Uniform Shop Coordinator	1
Jocelyn Hu	JU	Observer	1
Lisa Tang	LT	2022 Book Club Coordinator	1
Meutia (Tia) Kumaheri	TK	Observer	1
Daisy Wu	DW	Observer	1
<b>Apologies</b>			
Amanda Jacobs	AJ	2022 Uniform Shop Support Coordinator	1
Vincci Lee-Wu	VL	2022 Events Team	1
Helen Atkinson	HA	Member	1
Stacey Tsui-Brackley	STB	Member	1
Mita Brierly	MB	Member	1
Pieta Bosman Carroll	PBC	Member	1
Sophie Ding	SD	Member	1
Christian Ghan	CG	Member	1
Jun Guo	JG	Member	1
Lilian Laughan-Ghan	LLG	Member	1
Stella Yulei Hou	SYH	Member	1
Sally Lee	SL	Member	1
Shivani Lopes	SL	Member	1
Tushar Mahalwar	TM	Member	1
Fei Mai	FM	Member	1
Melanie Marcellino	MM	Member	1
Ikram Muhammad	IM	Member	1
Lisa Ponton	LP	Member	1
Isabella Tan	IT	Member	1
Aung Thant	AT	Member	1
May Thant	MT	Member	1
Yan Yang	YY	Member	1



## KENT ROAD PUBLIC SCHOOL

# P & C Association

Gina Yao	GY	Member	1
<b>School Representatives:</b>			
Denise Minifie	DM	Principal	1
Fiona Hamilton	FH	Deputy Principal	1
Nayeree Basmajian	NB	Assistant Principal	1
<b>Additional Distribution:</b>			
Karen Silsby	KS	KRPS Office Administrator - apology	1
<b>KROSHC Representatives:</b>			
Michael Reed	MR	Director of Sales	1
Vinpin Rana	VR	Service Manager	1
<b>Signed:</b> David Doyle		Date: 31/10/2022	

**Meeting Minutes**  
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No	Discussion	Action
1.	<p><b>Welcome</b></p> <p>1.1 Welcomed all attendees.</p> <p>1.2 Checked all participants marked their attendance.</p> <p>1.3 Hard copies of our P&amp;C's Prescribed Constitution, By-Laws, code of conduct; policies &amp; procedures available for inspection. Soft copies available upon request.</p> <p>1.4 For any information of the P&amp;C activities, please make your request through our P&amp;C email address - <a href="mailto:kentroadpublicschool@pandcaffiliate.org.au">kentroadpublicschool@pandcaffiliate.org.au</a>.</p>	<b>Noted</b>
2.	<p><b>Apologies</b></p> <p>2.1 Nil</p>	<b>Noted</b>
3.	<p><b>Confirmation of previous meeting minutes</b></p> <p>3.1 Minutes from last General Meeting (T3 W8) on 05/09/2022. approved by Malyna Rooke and and seconded by Kris Arnold.</p>	<b>Noted</b>
4.	<p><b>Business Arising -</b></p> <p>4.1 2022 Volunteer Grants program - KRPC P&amp;C lodged an expression of interest for funding on 16/09/2022.</p> <p>4.2 Federation P&amp;C draft revisions to its constitution - the submission period is now closed.</p> <p>4.3 Kris asked a mums group on Facebook if anyone had used Dr Shoes and only one person replied and said "Used Dr shoe for my 3 kids during primary school. Good service, quality products. Lasted throughout the year." Decided to put this inquiry on hold for the time being.</p>	<b>Noted</b>
5.	<p><b>KROSH Care Report (Presented at start of meeting)</b></p> <p>5.1 Hansha now Regional Manager. New Service Manager now Vinpin Rana. Qualified high school teacher. Has been with CAMP Australia for over 3 years and is the educational lead.</p> <p>5.2 This term looking at sustainable practices for students aligned with National Recycling week. Collecting Plastic Bread Tags as part of this for recycling and fundraising for people in South Africa. Looking for help from families to collect these.</p> <p>5.3 Still receiving complaints re food and wanting to expand options available. Some difficulty with supplier but also working with Compliance Team to see how range can be expanded with lower risk options. Suggestions received to look at alternate suppliers and, consider reinstating OOSH Cooking Club so students can get involved.</p> <p>5.4 Vinpin continuing work on regular changes to activities.</p> <p>5.5 Now summer approaching is working to ensure compliance with SunSmart policies, such as hats, sunscreen and the like.</p>	<b>Noted</b>

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No	Discussion	Action
	5.6 Raised with Vinpin as new Manager whether he is aware of CAMP Australia service delivery difficulties this year and he assured the meeting that he was. 5.7 Recently started new Team Leader for Yr5 & 6 students.	
<b>6.</b>	<b>Correspondence received -</b> 6.1 List of correspondence received since the last meeting. 6.2 Any further information will be provided upon request.	<b>Tabled</b>
<b>7.</b>	<b>Announcements</b> 7.1 A reminder for families of students graduating from year 6 this year. The Uniform Exchange provides good quality second hand uniforms and text books for many North Shore High Schools. The shop at Pymble is open Monday to Friday 9.30am to 5pm and Saturday 10am to 2 pm. Everything is returnable and refundable up to 7 days. Address - 1/993 Pacific Hwy, Pymble NSW 2073. Phone - (02) 9988 3374 and website - <a href="https://theuniformexchange.com.au/contact/">https://theuniformexchange.com.au/contact/</a> . 7.2 The P&C announces that Eva Urban and David Doyle will be retiring from formal P&C positions at the next AGM in 2023. By that time Eva would have been President of the P&C for four years and David would have held Treasurer and Secretary roles for three years. The P&C asks the KRPS community to consider volunteering for these roles or any other P&C roles. 2023 'Post Pandemic' will offer the P&C a great opportunity to re-set and re-engage for the growing school.	<b>Noted</b>
<b>8.</b>	<b>President's Report</b> 8.1 At our last meeting of the year (28/11/2022), the P&C needs to give notice of the next AGM. The AGM normally occurs in Term 1, week 3 of each year followed immediately thereafter by the first General Meeting of the year. In 2023 the first week starts on a Friday, which means only one full week of school before the AGM. It is proposed to delay the AGM and General meeting to week 4, to give everyone time to settle in. Seeking approval of the P&C meeting and same accepted. 8.2 Kindy orientation will occur over multiple days on Monday, Wednesday, and Friday for two weeks on 21, 23, 25, 28, 30 November and 2 December from 9:15am-11am. It is a good opportunity for the P&C to be in attendance and provide new families with information about the P&C activities and to promote the benefits of volunteering and joining an informal social club. The P&C asks that volunteers be available to attend these dates to sign up expression of interests. Please notify us by email if you are available. Uniform shop volunteer team can be available. 8.3 2022 Bennelong Volunteer Grants program - KRPS P&C lodged an expression of interest for \$2,766.00 to fund KRPS P&C	<b>Noted</b>  <b>Week 4 proposal accepted</b>

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No	Discussion	Action
	<p>branded 3 metre x 3 metre marquee x 2, with gutter and weights, supplied by Big Top Shades in Lane Cove and a foldable step ladder for the uniform shop. Our application has been successfully nominated for the 2022-23 Volunteer Grants funding for \$2,000. The Community Committee decided to grant some organisations less than their nominated funding request to fund the most organisations possible out of the over 50 applications received requesting \$209,000 vying for \$66,250 pool of funds. On the 15/11/2022 the Department of Social Services will invite us to lodge our nominated application. The next stage is to lodge our nominated application to the Community Grants Hub by 5/12/2022. We will be advised of outcomes in May 2023.</p> <p>8.4 Just a reminder that if you would like to connect with any of us on the Executive committee, please contact us by email and we will do our best to arrange a coffee catch up with you. The P&amp;C email address is <a href="mailto:kentroadpublicschool@pandcaffiliate.org.au">kentroadpublicschool@pandcaffiliate.org.au</a>.</p>	
<p><b>9.</b></p>	<p><b>Treasurer's report</b></p> <p>9.1 As at 23/10/2022 the bank balances were as follows:</p> <p>9.2 Uniform Shop account: \$56,691</p> <p>9.3 PayPal and other sales receipts for the period since 1 August have totalled approximately \$13,117 with payments to suppliers of \$5,044.</p> <p>9.4 Main P&amp;C account: \$60,615</p> <p>9.5 In the last period since 05 September 2022 account activity is as follows:</p> <ul style="list-style-type: none"> <li>- Father's Day Stall Income \$5,165</li> <li>- School Band payments and reimbursement also processed this month.</li> </ul> <p>Still considering how to pay Alex Kirk for her music tutoring &amp; conductor services. Plan is to pay direct and be reimbursed by school. To be finalised ASAP as the performances are great.</p>	<p><b>Noted</b></p>
<p><b>10.</b></p>	<p><b>Principal's Report</b></p> <p>10.1 School now at 902 students. Highest total ever. 2023 Kindy enrolments also very high. Often finding people moving house to get into the catchment area, if initially told there are no places. Full capacity is at 1,100.</p> <p>10.2 School Hall roof replacement underway but suffering weather delays. When completed, the work will move to K-2 toilet block. Having to move activities during this time to spare classrooms, library and other areas.</p> <p>10.3 Seeking quotes for more outdoor seating around playgrounds, and new pinboards for library, I Block and music rooms.</p> <p>10.4 Exploring new operable wall in D Block to allow space to be 2 classrooms next year.</p> <p>10.5 K-1 Sports Day was a success. Lots of parents attended.</p>	

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	<p>10.6 Class parent afternoons now finished and the afternoons were successful.</p> <p>10.7 All classes completed formal excursions this year. Finished Year 6, trip for 3 days in Canberra last week. Visited Parliament House, Questacon, the War Memorial and the like.</p> <p>10.8 Year 5 participated in Leadership event. Aspire. Great session. Team building and theme is that everyone is a leader, whether you wear a badge or not. Students very engaged and seemed to learn a lot.</p> <p>10.9 Absences still high on some days but generally COVID appears to be under control. Great that parents are keeping sick kids at home when they need to. No matter the illness type. Buildings also well ventilated is probably a positive factor.</p> <p>10.10 Granny Smith festival very well attended. Early time slot worked well. Practices at assembly were worthwhile as many students had not performed in front of others for some time.</p> <p>10.11 Band performances well recognised too with a lot of interest for next year already.</p> <p>10.12 MADD – Music Art Dance Drama night coming back on 5/12/2022. One student recently performed at Opera House playing the piano.</p> <p>10.13 No swimming lessons this year as Macquarie swimming pool do not have enough staff. Considering for next year but as school grows logistics are more challenging.</p> <p>10.14 Focus on kindness is continuing with all students. Theme - be kind to have others be kind to you.</p> <p>10.15 School garden beds now back as an activity for students to be involved in. Each grade now has a garden bed each.</p> <p>10.16 Preparation for new K-2 English and Maths syllabus underway for implementation next year. 2024 will see new syllabus for some subject areas for older students.</p> <p>10.17 Orientation week 7 &amp; 8 booked and arrangements being finalised.</p> <p>10.18 Lots of teachers going on and returning from parental leave. Each relevant class group made aware.</p> <p>10.19 School presentation days will be on 12 &amp; 13/12/2022.</p> <p>10.20 Year 6 farewell on Tuesday 13/12/2022 with food trucks and the like with a similar format to last year.</p> <p>10.21 Last day of school is Friday 16/12/2022. First Day next year will be Tuesday 31/01/2023.</p> <p>10.22 Share Our Space program not quite working well yet. Gates being opened in mornings but not locked again at nights.</p>	
<p><b>11.</b></p>	<p><b>Events Team's Report</b></p> <p>11.1 Father's Day stall sold more than 1000 gifts for first time. We made \$1,883 at the Father's Day stall which brings our total for the year to \$4,712.59.</p> <p>11.2 Classes creating calendars again this year.</p>	<p><b>Noted</b></p>

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	11.3 Mindful that election BBQ will be early in the new year, as the NSW State election is scheduled for 25/03/2023. 11.4 Will soon announce another informal social dinner pre-Christmas.	<b>Action</b>
<b>12.</b>	<b>Uniform Shop Coordinator's Report</b> 12.1 Buying stock in preparation for kindergarten orientation and new families for 2023. 12.2 Orientation will be prepped and ready to go. Packs being prepared and are available online as of today. 12.3 Stocktake required before end of year so working to balance 2023 demand with need to reduce stock. Winter stock still in demand due to weather. 12.4 Second hand sales still working well 1 or 2 times per term. Averaging \$500 per stall. Next second-hand stall is scheduled for Tuesday 1/11/2022 and OK for volunteers. 12.5 Sustainable Uniform recyclers not supplying any more but still accepting second hand uniforms not good enough to sell on. 12.6 If families have any queries about uniform purchases or payments, please email queries directly to the uniform shop at <a href="mailto:krpsuniformshop@gmail.com">krpsuniformshop@gmail.com</a> .	<b>Noted</b>
<b>13.</b>	<b>Book Club Coordinator's Report</b> 13.1. Issue 7 (the last for this year) came back today. Not assessed yet.	<b>Noted</b>
<b>14.</b>	<b>Other Business</b> 14.1. Vote of thanks to all school staff who attended Granny Smith festival. Wonderful support for our children. 14.2. Fiona Hamilton announced that she will be retiring at the end of the year. 14.3. Department of Education providing extra resources for more teaching staff next year.	<b>Noted</b>
<b>15.</b>	<b>Next General Meeting –</b> Meetings are held in weeks 3 & 8 of each term. The last meeting of 2022 is scheduled for <i>Monday 28/11/2022</i> (Term 4 Week 8).	<b>Noted</b>