

Glenmore Road Public School P&C Association Agenda

Meeting held on 15 November 2023, 6:30pm

Four in Hand Hotel

Meeting Commenced: 6:39pm

1. Welcome And President's Address

- + Acknowledgement of Country by Sinead Vidler (SV)
- + Registration of new members, payments are made prior to or post the meeting,
- + Apologies and introduction of visitors read out by SV
 - Jacqui Eggert, Tamsin Hunter, Marina Olsen, Claire Crompton, Nicole Ferguson, Luke Bronilow, Marian Ives, Karyn Ortolani

2. Minutes And Matters Arising, Correspondence (SV)

- + Acceptance of Minutes from previous meeting – Helly proposed and seconded by George
- + Any action items or updates arising from the previous meeting as indicated in the Minutes
 - Claire Crompton (CC) raised a request from teachers to assist with moving the sandstone bricks. The group discussed waiting until there was more clarity on the master plan or short term which would allow for better planning on where to move the bricks to. **Action:** SV to discuss with Ms Wieden. *[Ms Wieden is currently on long service leave]*
 - **Action item:** School council to provide more information to the school community to address the confusions E.g. extra curricular activities, the impact to traffic, discussion re staggered pick up times, etc. **COMPLETE**
 - **Action:** Alexis Martin to email kindy parents re kiss and drop interest.
 - **Action:** Marion Ives to commence conversations with council re parking options for parents and the kiss and drop areas. **COMPLETE and ONGOING**
 - **Action:** DE to provide quotes for a container **COMPLETE**
 - Cottage shading, no action has been taken yet due to hold ups at DoE. DoE's Asset department need to review the proposal before it can go ahead as it's a permanent structure. **Action:** DE to speak with AM or Karen Sinclair to provide the group with an update. **COMPLETE**
- + Any correspondence (incoming and outgoing)

3. Reports

- + Principal's update, Karen Sinclair (KS)
 - Class Structure 2024:
 - o 2024 is shaping up to consist of 12 classes, Schools are staffed on a formula based on student enrolments in Kindergarten, Year 1, Year 2 and Year 3-6 classes.
 - o Kindergarten and Stage 3 are essentially configured;
 - o 3 potential plans with regards to KS1, with the final plan being dependent on student numbers.
 - New Curriculum for 2024
 - o Professional learning has continued into Term 4 in preparation for the new English and Mathematics curriculum implementation in 2024. Sample units have been developed by teachers that the DoE is encouraging schools to use.

- The executive will be looking at two scope and sequences that support the use of all units of work and ensure no overlap.
- End of Year
 - Organisation and preparation for events will be substantial. Parents are encouraged to check the newsletter and SZAPP for updates.
 - Kindergarten orientations 1 & 2 were very successful. Orientation 3 is this Friday 17 November with a Zoom meeting at 6.00pm Monday 20 November.
 - School Spec is around the corner and has been epic in preparation. KS thanked Gen Andersen and Kristie Noble for their efforts pertaining to this event.
- SAIP Trial 2024
 - GRPS will have additional SASS to try and reduce the admin load on teachers. This essentially provides 5 extra days of student support in the classrooms with additional support provided to the Admin staff in the afternoon.
- + President's update (SV)
 - No updates provided, will defer to General Updates for matters.
 - SV thanked the fundraising teams for their efforts throughout 2023.
- + Treasurer's update and/or report (Kylie Archer)
 - \$184,000 overall with \$37,000 building
 - Not many outgoing at this stage given its end of year. Fundraising/sponsorship money is coming in however there are some invoices that still require chasing. **Action: David Eggert to chase**
 - KA mentioned the Audit will take place soon, however the books are in great shape. Special thanks to Assistance Treasurer Nicole Ferguson for her diligence.
 - KA has suggested we keep a running list of committed outgoing i.e. cottage shades so we have a more realistic idea of funds available. **Action: KA to create the list so it can be stored in the agenda going forward.**
- + Sub-committee update
 - Environment (SV)
 - No update however the next second hand uniform collection will be at the end of next week.
 - Grounds – (Michele Hadorn)
 - N/A
 - Uniform Shop – (Helena Bradley, HB)
 - Kindy orientation went well, HB thanked the volunteers
 - Luke Bromilow, P&C VP, will take on the uniform shop as coordinator and HB will continue to assist
 - The uniform shop is looking for new volunteers to assist with the uniform shop given student movements within the school. HB stressed that this doesn't have to be a weekly commitment, volunteers can sign up for once or twice a month. Ideally there would be two volunteers for each session.
 - The uniform shop is open every Wednesday from 8:30am-9:45am,
 - Fundraising - (SV)
 - 5 Year sponsorship opportunity with Bresic Whitney has been presented to the GRPS P&C. As part of this agreement, it would see Bresic Whitney being named as the major sponsor for the P&C over this period.
 - It is suggested that a marketing plan is created and presented to the P&C as part of the 5 year fundraising/sponsorship plan. **Action: Jacqui Eggert to lead the fundraising group to create a plan.**
- + School Council update (David Eggert, Tamsin Hunter, Marina Olsen, Ruby Windschuttle)

- N/A

4. General Business (SV)

+ School Hall Upgrade

- P&C would like to commence an upgrade of the hall to create a multipurpose indoor area as part of the master plan developments. Work will include:
 - o Removal of carpet, underlay, fixings and staples;
 - o Sanding the Hall floor to level the surface and Fine Finish to remove all current coatings;
 - o Punch and Fill Nails as required;
 - o Application of one (1) Sealer Coat and Buff
 - o Apply Line Marking to requirements - Basketball Key(x2) [still being considered]
 - o Apply school emblem to the floor 1m x 1m
 - o Apply three (3) finish coats of Water Borne Polyurethane Floor Finish
 - o Removal of waste from site
- Upkeep cost would be roughly \$1,000-\$1,500 either yearly or bi yearly which would be worn by the P&C.
- SV advised that regardless of the total monetary amount being spent, Asset (DoE) is required to approve the work where it cannot be undertaken by a GA. Furthermore, they are likely to want to use an already approved contractor. There is nothing the P&C can do to override or rebut this.
- Assets mentioned that they had some preliminary concerns re soundproofing and would agree to the work if soundproofing was done at the same time. Again, we are likely to have to use a preferred contractor.
- Questions were raised by Lauren Oneile (LO) regarding why we were doing the entire floor to utilise the space in the future. P&C advised that a quote for the entire floor was obtained, splitting it out into two sections, and advised that the small classroom would be a fraction of the cost and was something that can be done at a later stage during a short term break.
- LO also queried whether we are going to put in a dividing wall that can be retracted at the same time, which would see use of the entire space for parades etc. SV explained that KS does not want to open the hall as the classroom is needed and that there is no way to utilise the entire hall space whilst the room is being occupied by a class. **Action: Lauren to look at the dividing wall and provide feedback as to whether it can be reconfigured at some stage in the future.**

+ PSSA

- Questions were raised by Georgia Fasher (GF) with respect to how PSSA sports were selected and whether there is opportunity to choose sports that are more favoured by the children and families participating.
- Furthermore, GF asked whether it would be possible for a survey to go out to parents or for someone either on the school council or from the teaching staff, to explain to parents how sports are chosen as there doesn't seem to be any information shared with families when their children commence year 3.
- KS mentioned that Kathy Fitzgerald is preparing notes to be distributed in 2024 regarding PSSA.
- KS and DE mentioned that PSSA requires adequate teacher resources to coach the children, as well as availability of competitions.

+ Cottage Update

- KS has spoken to assets and the shades are progressing forward.
- P&C agreed to look at taking potential ownership of cottage.
- The Cottage have approached an individual, who has been responsible for running a number of successful transitions of cottage ownership previously, for the help in identifying what is required.
- Furthermore, a subcommittee is being established by the cottage to assist with running this potential project who will then be responsible for presenting the proposal to the P&C for consideration. New management at the cottage with assist with a smooth transition.

- The cost will be approximately \$7,000 which is then reimbursed through a grant from the NSW Government. The document will cover appropriate due diligence to guide any future transition of the Cottage becoming a subcommittee of the P&C

5. Motions On Notice

- + **Upgrade to the school hall**, request to incur expenditure of up to \$20,000 (including contingency money for worn out floorboard replacements) to assist with the floor upgrade to the hall and will include 2 basketball hoops on the walls. **Motion proposed by GF, seconded by GHB**
- + **Soundproofing of the school hall**, request to incur expenditure of up to \$12,000 which will be used to soundproof the hall. **Motion proposed by DE, seconded by HB**
- + **Welcome BBQ 2024**, request to incur expenditure of up to \$1,500 to cover the cost of the 2024 welcome BBQ for the school. **Motion proposed by KA, seconded by HB**
- + **Staff gifts**, request to incur expenditure of up to \$1,000 to cover the cost for end of year gifts for GRPS staff who are not assigned to classrooms. **Motion proposed by HB, seconded by LO**
- + **Staff dinner**, request to incur expenditure of up to \$1,000 to assist with the cost of the end of year dinner for GRPS staff . **Motion proposed by HB, seconded by DE**
- + **Year 6 Leavers**, request to incur expenditure of up to \$4,000 to cover the cost of the year 6 leavers jackets for those graduating in 2023. **Motion proposed by HB, seconded by GF**
- + **Sponsorship**, request to onboard BresicWhitney as a corporate sponsor for five years. **Motion proposed by DE, seconded by GF**
- + **Cottage**, request to incur expenditure of up to \$9,000 to engage a third party to assist with understanding how to set up the Cottage as a subcommittee of the GRPS P&C. **Motion proposed by SV, seconded by GF**

Meeting close – 8:46pm

Appendix A

Proposed resolutions and adoptions

1. Upgrade to the school hall,

That Glenmore Road Public School P&C will incur expenditure of up to \$20,000 (including contingency money for worn out floorboard replacements) to assist with the floor upgrade to the hall and will include 2 basketball hoops on the walls.

2. **Soundproofing of the school hall,**

That Glenmore Road Public School P&C will incur expenditure of up to \$12,000 which will be used to soundproof the hall.

3. **Welcome BBQ 2024,**

That Glenmore Road Public School P&C will incur expenditure of up to \$1,500 to cover the cost of the 2024 welcome BBQ for the school.

4. **Staff gifts,**

That Glenmore Road Public School P&C will incur expenditure of up to \$1,000 to cover the cost for end of year gifts for GRPS staff who are not assigned to classrooms.

5. **Staff dinner,**

That Glenmore Road Public School P&C will incur expenditure of up to \$1,000 to assist with the cost of the end of year dinner for GRPS staff.

6. **Year 6 Leavers,**

That Glenmore Road Public School P&C will incur expenditure of up to \$4,000 to cover the cost of the year 6 leavers jackets for those graduating in 2023.

7. **Sponsorship,**

That Glenmore Road Public School P&C will onboard BresicWhitney as a corporate sponsor for five years.

8. **Cottage,**

That Glenmore Road Public School P&C will incur expenditure of up to \$9,000 to engage a third party to assist with understanding how to set up the Cottage as a subcommittee of the GRPS P&C.

