MEETING MINUTES

TEAM NAME: KPS P&C Meeting

MEETING TITLE: April 2021

IN ATTENDANCE: Sandeep Chandra, Fiona Eggins, Mike Stuart, Pip Fox (KPS), Alastair McDermott (KPS), Annmarie Henricks, Belinda Holst, Mel Hinds, Lily Wong, Darren Kelly, Diana Zihlmann, Thomas Zihlmann, Sharon Jacobs, Julia Menzies, Lachie Faulkner (KK), HF, Jemma, Kim Gill, Christinge Chan, Shone Faure, Ben Mair

APOLOGIES: Nick Vines, Mel Rumble, Barb Daveson, Melissa Bruner

AGENDA

CONTENT

1. Welcome and formal opening of the meeting - Sandeep Chandra (SC) - 5 minutes

1b. Student Leaders Initiatives - 15 minutes

- David & Ethan, Captain & Vice Captain present an update on the school
 - 4 upcoming projects including:
 - Worm Farm/Veg patch
 - Y6 to lead K-2 Games during lunch and recess
 - Y6 Student Leaders are aiming to fundraise for different charities throughout the year
- 2. Minutes of previous meeting (Receipt / Amendments / Adoption) (SC) 2 minutes

 Moved by: MS Seconded by: FE
- 3. Business arising from previous meeting minutes (SC) 3 minutes

Mothers Day coming very soon - Wrapping day confirmed as 30th April at school & backup date 3rd May at Annmarie's house.

Mothers Day stall Thursday 6th May Guitar Amps: School already owns some

- 4. Virtual Meeting Feedback (Positives and things to change) 5 minutes
- 5. Correspondence (MS) 5 Minutes
 - Marvel Orthodontics, Gordon Community Engagement / Sponsorship
 - Exec to do due diligence and explore
 - Exec to look into Fed guidelines Pip recommends Coogee PS P&C
 - Beaumont Road P&C
 - President has reached out to us to share ideas
 - Barb & Mel Potential Fundraising Projects (to be covered in General Business)

7. Reports

- President Report (SC) 5 minutes
 - o Inclusion Focus group on hold
 - o Strategy to be developed further from 1 year to 3 year plan in line with School

- Committee & Community reports
 - o Canteen Report Lily Wong (LW) 15 minutes
 - Decision on Sushi Cost Price change and new item offerings for Term 2
 - New Menu Item inc Price
 - proposed: SC, Second MS
 - o 19:40 Passed none against
 - Sushi Cost Price increase
 - Propose SC, Second KE
 - o 19:43 Passed, none against
 - Request for more vegetarian options
 - Canteen Volunteers Use Class Parents to pass on request for help
 - Sushi Helpers required 12-1:10pm Thursdays
 - Working from home days may be more Weds/Fri than other days?
 - Canteen Emergency List fewer than 10 parents if you are available to help, please email canteen
 - Explore Class roster e.g. Week 3 is KH
 - Inform Parents in advance what is required i.e. Packing only, not making Sushi - e.g. Job Description
 - o Put volunteer opportunities on the KPSPNC website
 - Strategy to be proposed in next meeting
 - o Killara Kids Report Lachlan Faulkner 5 minutes
 - KK Building 19th May work commences
 - Uniform Shop Report Mel Hinds (MH) 5 minutes
 - Potential Air Con install would be approx \$12k further (lower) quotes to be requested
- Principal Report Pip Fox (PF) 15 minutes
 - o Walk to School day: P&C Support box of fruit for kids on arrival
 - Thursday May 13th
 - KK to start at with Fruit 7am then Parent Volunteers to take over
 - Prop SC: 2nd Mel
 - 20:21 Passed, none against
 - o Drainage repair currently at Tender
 - o K-2 Toilets renovation pending review need more cubicles
 - o Basketball Court Sunshade Quote \$80k
 - o Strategic Directions
 - Personalised Learning, Growth & Attainment
 - Wellbeing Partnerships & Engagement
 - Future Focussed Learning Innovation & Collaboration
 - o \$12,500 Eco School Grant confirmed
- Treasurer's report Annmarie Henricks (AH) 5 minutes
- Northern Districts P&C Report Diana Zihlman 5 minutes
 - o Reforms of K-2 Curriculum coming
 - Strengthening school leadership updating Job Descriptions of Dept of Education Staff
 - o Changes to Enrolment areas
 - o Inclusive Education

8. General Business

• KPS P&C Strategy - 2 minutes

- o Recommend to defer strategy approval post alignment with school 3 year plan
- KPS P&C Governance 3 minutes
 - o For decision in April 2021 Meeting following review in March 2021
 - Pushing back to May 2021
 - o Vice President vacancy:
 - Fiona Nominated
 - 2nd Julia Menzies
 - 20:54 Passed, None Against
- Survey Monkey update for Fundraising target items and Community Grant Submission (AH) - 10 minutes
 - o Grant application closes in three weeks must apply before next meeting
 - o Propose to apply 50/50 funding for B/Ball Cover
 - Proposed Sandeep Chandra / 2nd Fiona Eggins
 - 21:02 Passed, none against
- Communications Strategy (FE/MS) For Review 10 minutes
 - o **Decision on P&C Website Hosting** proposed change of website hosting in order to save money and provide greater control over P&C website design
 - o Proposed Fiona Eggins, 2nd, Mike Stuart
 - 21:09 Passed, none against
- KPS Fundraising & Events 2021 update (SC) 5 minutes
 - o Review of breakdown of work required for annual fundraiser
 - o November 6th proposed
 - o "the worlds best picnic'?
 - o Fundraising subcommittee:
 - Annmarie Henricks
 - Fiona Eggins
 - Mel Hinds
 - Priya Chandra
 - Ben Mair
 - Christine Chan
 - Kim Gill
 - Shona Faure

9. Next steps - (SC) - 5 minutes

Decisions Required

Decision No.	Item	Description	Status
20210427-01	P&C Governance	Approve P&C proposed governance model	Passed on to May
20210427-02	P&C Website Hosting Arrangement	Change the website hosting arrangement of the P&C website to reduce cost and have greater control to self serve	Passed

20210427-03	Canteen Shop Pricing for new items	Agree pricing of new items in canteen for Term 2 and the change in price for sushi	Passed

Meeting Close