

MEETING- BELLINGEN PUBLIC SCHOOL P&C
Monday 15 May 2023 between 6-8 pm at Bellingen Youth Hub

Attendees:

- Nicola Mackie (Chair)
- Ruth Carty
- Charlene Kellett
- Kate Minto
- Ness Cavanagh
- Beth Edwards
- Caroline Thomas
- Dave Johnson
- Sally Hawkins

Apologies:

- Eva Wright
- Amy Ginis
- Faye Levine
- Mathew
- Michelle Bowling
- Fleur Blainey Deen
- Amy Reggers
- Jo

MINUTES				
Item	Comments	Who	New Actions	
1.	Welcome to country, <i>Attendance and apologies</i> <i>Update on membership</i>	Nicola welcomed new members and updated the group on membership changes	Nicola	
2.	Outcomes from the March 2023 meeting	<p>Previous meeting held on 20 March 2023. Previous minutes not received by members- therefore not approved.</p> <p>Previous actions discussed:</p> <p><u>Action:</u> Nicky to follow up car boot sale, with the potential to take a turn later in the year</p> <ul style="list-style-type: none"> • Update- car boot sale idea canned <p><u>Action:</u> Charlene to work on getting the signatories changed over to this years executive</p> <ul style="list-style-type: none"> • Not yet completed- action continued over. Charlene will do this by next meeting. 	Nicola	<p><u>Action 1:</u> Charlene to work on getting the signatories changed over to this years executive</p>

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	<p><u>Action:</u> Caroline to follow up ethical disposal of written off stock (old uniform)</p> <ul style="list-style-type: none"> • Not yet completed- action continued over. Caroline still looking into this. Caroline to get another quote about this before next meeting <p><u>Action:</u> Caroline to advertise uniform shop through newsletter and Facebook group-</p> <ul style="list-style-type: none"> • Completed <p><u>Action:</u> P&C to provide spares of underwear for the office to have for emergencies- Caroline to purchase from Kmart.</p> <ul style="list-style-type: none"> • Completed <p><u>Action:</u> Sally to meet with Carlos (the new GA) to discuss a plan for the garden grant and a quick spend of the money.</p> <ul style="list-style-type: none"> • Sally met with Carlos • Update: Carlene says that we did get invoice for \$700- but didn't have GST on it. The real figure is just over \$1000. Now we have \$1123.54 left to spend... the invoice doesn't recognise. • NB: 2nd part of grant fund- did a working bee. Sally had a chat to Carlos and Kate while Ness was away. This would be for outdoor class room in vegie garden. <p><u>Action:</u> Fleur will put together an online survey for parents to fill in, regarding what they would like for the canteen</p> <ul style="list-style-type: none"> • Action completed. • 87 people responded. • Results read out to committee • Results in favour of online ordering. <p><u>Action:</u> Amy Ginis to look into online ordering and apps, and their associated costs</p>		<p><u>Action 2:</u> Caroline to get another quote on ethical disposal of written off stock (old uniform) by next meeting</p>

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	<ul style="list-style-type: none"> No update. Action continued over The P&C would also like Amy to look into whether we can set up online ordering for the uniform shop through the same ap. <u>New Action:</u> Ruth to email Amy Ginis (cc in Charlene) and ask her to look into whether the ap allows for funds to go to different accounts- because uniform goes to P&C, canteen goes to school. <p><u>Action:</u> Ness will talk to Canteen manager Jen about what the needs of the canteen are</p> <ul style="list-style-type: none"> Action completed. Ness purchased new stove for canteen. Jen says she doesn't need anything else. Action: Ruth is about to commence volunteering at canteen. Ruth to scope out what they need and report back to committee NB: Canteen losing a lot of money- been like that for years. Ness revisit whether it needs an overhaul towards the end of the year. <p><u>Action:</u> Nicola to arrange for letters to be sent out seeking class parent representatives (i.e. a parent from each class taking up the role of class parent representative, who would communicate with the teachers and send messages to parents as required).</p> <ul style="list-style-type: none"> Update: the note went out to every child to try to get a class representative. Some responses but not many <u>New Action:</u> Ness to put callout for class parent representatives in schoolbag ap <u>New Action:</u> Nicola to put callout for class parent representatives on Facebook <p><u>Action:</u> Mothers Day Stall</p> <ul style="list-style-type: none"> Complete. We made about \$1200 (net) which was about the same as last year. 		<p><u>Action 3:</u> Amy Ginis to look into online ordering and apps, and their associated costs for both the canteen <u>and</u> uniform shop.</p> <p><u>Action 4:</u> Ruth to email Amy Ginis (cc in Charlene) and ask her to look into whether the online ordering ap allows for funds to go to different accounts- because uniform goes to P&C, canteen goes to school.</p> <p><u>Action 5:</u> Action: Ruth is about to commence volunteering at canteen. Ruth to scope out what they need and report back to committee</p> <p><u>Action 6:</u> Ness to put callout for class parent representatives in schoolbag ap</p> <p><u>Action 7:</u> Nicola to put callout for class parent representatives on Facebook</p>

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	<ul style="list-style-type: none"> Kids loved it Next year we should be a bit more more proactive with advertising so kids don't forget their money. <p><u>Action:</u> School spectacular- Ness will put it forward to staff and see if there was an interest in co-ordinating an application this year or in coming years</p> <ul style="list-style-type: none"> Completed. Update- not for this year Bit of a transition since Liz gone, particularly for strings. Still doing opera house 			
3.	Correspondence in	September market offered us bucket shake that month. We can also have stall	Nicola	<ul style="list-style-type: none"> <u>New Action:</u> Nicola to email school to put market bucket shake and stall on school calendar. Nicola to arrange for a note to be sent out a few weeks before seeking baked goods donations. <p><u>Action 8:</u> Nicola to email school to put market bucket shake and stall on school calendar. Nicola to arrange for a note to be sent out a few weeks before seeking baked goods donations.</p>
4.	Correspondence out	N/A (other than what was discussed above)	Nicola	
5.	President's report	Nicola introduced Ruth as new secretary. Other items on report class contact list, car boot stall, mothers day stall items were already discussed (see above)	Nicola	
6.	Principals report	<p>P&C Meeting Principal Report 15/5/23</p> <p style="text-align: center;"><u>2021-2024 School Plan</u></p> <p><u>Strategic Direction 1: Student Growth and Attainment.</u> - Targets in Reading and Numeracy</p> <p><u>Strategic Direction 2: Wellbeing and Attendance</u></p> <p><u>Strategic Direction 3: Educational Leadership and High Expectations Culture</u></p> <p><u>External Validation</u> Term 3, 2023. Team has met and evidence has started to be collected.</p>	Ness	

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	<p>Thank you for the donation for the Year 4,5 & 6 excursions. The money has been used for the bus cost for year 4 and 5. It has paid for all day excursions for year 6.</p> <p>Thank you for the Mother's Day stall.</p> <p>Since the last meeting...</p> <ul style="list-style-type: none"> • Gumbayngiir Language has started with Lesley Green and Stage 1 • Harmony Day • SPORT –Cricket – Boys team went down to Korora Girls team went down to Narranga PS Thank you to Ross Bailey and Michael Hartley who have given up their time to help train the children. Trials for individual PSSA sports have been and are continuing to be held this term. MNC Cross Country MNC Hockey trials Dylan Edwards Gala Day School Cross Country PSSA Netball – Team went down to Macksville PS PSSA Soccer – Boys defeated by Urunga PS Girls through to next round NC Hockey – Zaliah Fabian has been selected into NC team to play at the State PSSA for NSW <ul style="list-style-type: none"> • Check In Assessment – Yr 4 and Yr 6 start next week • Easter Hat Parade and draw – thank you for donations • ANZAC Day commemoration • Cooler classroom inspection for Solar 		

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	<ul style="list-style-type: none"> • Bellingen Show – Performers – Choir, Toby, Teale, Ella, Lainey and Ella • Mother’s Day stall – thank you for donations and time setting up and organising the stall. • CVOC Leadership Day – Student leaders • Bus and Walk way update – Tenders complete and work should start for footpath 3 July – 14 July (school holidays) This will include the Kiss and drop zone, removal of trees and new bus stops. <p><u>Maintenance</u> –</p> <ul style="list-style-type: none"> ▪ Library has been painted and looks fantastic. New carpet by end of financial year ▪ Pin walls will be installed in year 2 rooms. ▪ Blinds to be priced and put in MC room ▪ Water filling stations have arrived. Waiting on installation ▪ No news on Fence ▪ Toilets upgrades will be done after June. ▪ Lucy H investigating Incursion from UNE on suggestion from Sally Hawkins. <p><u>Coming up</u></p> <ul style="list-style-type: none"> • May 18 – Touch Football Gala Day • May 19 – Orchestral Day – BHS • May 29 – Tell Them From Me Survey opens for students • May 29 – Compass Music Concert – Choir and strings • May 30/31 – Middle Leader Conference – Kayla and Lucy • Jun 2 – Coffs Eisteddfod – Concert Band • Jun 6 – BPS Athletics Carnival • Jun 7 – Readers Writers Festival Author Talk 		

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	<ul style="list-style-type: none"> Jun 14 – Festival of Music – Sydney Opera House – 4 students attending <p><u>Staffing:</u></p> <ul style="list-style-type: none"> Elizabeth Mulligan will be returning 3 days a week as L&ST <p><u>Wish List:</u></p> <p><u>PL</u></p> <ul style="list-style-type: none"> Donna Koufis APC&I would like to hold an information session ½ hour on the new curriculum. Would you like this at the next P&C meeting? <p>Discussion re K-3 incursion- P&C approve up uncapped funding on UNE incursion</p> <p>P&C agree for Donna Koufis from APC&I to do a information session on new curriculum. This will happen at next P&C meeting (between 6- 6:60). Action: Nicola to add this into the P&C meeting notice for next meeting.</p>		<p><u>Action 9:</u> Nicola to add that Donna Koufis is going to be doing a presentation on the new curriculum at the next P&C meeting into the P&C meeting notice for next meeting.</p>												
7.	Treasurers report	Charlene	<p><u>Action 10:</u> Charlene to find out how many anniversary books are left to sell.</p>												
	<p>Still getting money in for anniversary books. Don't know how many books are left. Charlene to look into this.</p> <p>After payment for excursions and bike rack the main account was at \$0. But now because of mothers day stall now at \$1800.</p> <table border="0"> <tr> <td>Accounts General</td> <td>32810088</td> <td>\$1800</td> </tr> <tr> <td>Uniform</td> <td>32832262</td> <td>\$1100</td> </tr> <tr> <td>Grant</td> <td>32853567</td> <td>\$700 (but invoice due)</td> </tr> <tr> <td>Business I saver</td> <td>10635840</td> <td>\$13000</td> </tr> </table> <p>Healthy savings balance. Ideas for spending it: Legos and laptops. Maybe a cubby where the nature playground now that trees are gone. Ness to get teachers to give us a wish list for expenditure.</p>	Accounts General	32810088	\$1800	Uniform	32832262	\$1100	Grant	32853567	\$700 (but invoice due)	Business I saver	10635840	\$13000		
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	<p>Discussion about other ways we can spend the extra money on the kids:</p> <ul style="list-style-type: none"> • Ness says what about flat area outside 5-6 classroom using skully furniture- outdoor classrooms? And a shade cloth. • Nature playground with a circle kids could sit in and chat (like a yarning circle) • Ness to come back with some ideas (and talk to students and parents about good ideas). <p>P&C approved spending on LEGO for K-6- \$1500 maximum to be spread across the school. Ness to purchase this.</p>		<p><u>Action 11:</u> Ness to speak with teachers and get them to give the P&C a bit of a wish list on what they think we should spend the savings on.</p> <p><u>Action 12:</u> Ness to purchase \$1500 worth of Lego for the school (to be distributed across the school).</p>
8.	Priority business		<p>Discussion of ideas for major fundraising:</p> <ul style="list-style-type: none"> • Fate is every second year- so not this year. • Colour fun run? • Glow disco? Fundraising works the same as the fun run. The company provides glow, glowing backdrop for the hall. We would need to supply DJ and room. Need to look at if we can blacken out the hall. Would split it up to fit kids in- k-2 for one hour in morning, then middle session would be 3-6 disco. We would need to have a small quieter section for sensitive kids with possible silent disco. P&C members to think about fundraising options and decide at June meeting. Nicola fine to take the lead on this (with some helpers). <p><u>Action:</u> Nicola to bring further information to the next session and we can decide then.</p> <p><u>Action:</u> Ness to check the hall to see if you can make it dark in the day</p> <ul style="list-style-type: none"> • Camp fundraisers for individual classes?
9.	Any other business	Nicola	<p><u>Action 13:</u> Nicola to bring further information on the glow disco to the next meeting. P&C to vote on it then</p> <p><u>Action 14:</u> Ness to check the hall to see if you can make it dark enough in the day for a glow disco.</p>
		Nicola	<p>Beth says there used to be community members who used to come in and read with the kids in library. This was stopped during covid- Ness says no discussion of this happening again. Teachers can get uncomfortable with parents being in classroom. There hasn't been a need because the classes are fairly small. It can still happen if you approach an individual</p>

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	teacher. Nicola says that this was something she was envisaging for teacher and class representative parent sorting out. Suggestion for the newsletter saying school back open and volunteers welcome? Not a formal action.		
10 Other updates/suggestions	Survey monkey survey through Canteen. We then realised we had to pay to get results. We paid, therefore do we want to do another one? Sally proposed survey re the P&C. P&C approved this survey going out.	Nicola	<u>Action 15</u> : Sally to arrange for P&C survey to be sent out using survey monkey.
11 Proposed time for next meeting	Next meeting will be on 19/5/2023 (NB: Ness away but Donna Koufis can attend on her behalf)	Nicola	