

Minutes of Woonona Public School P& C Association General Meeting held on Wednesday 10 March 2021

Meeting opened 1837hrs.

1. Acknowledgment of Country

Conducted in AGM prior.

2. Welcome and Attendance/Apologies:

Attendees:

Terri (TT), Loren (LM), Bronwyn (BS), Kristy, Andromeda (AL), Emma (EP), Alison (AS), Tim (TF), Janelle (JR), Justin (JD), Melissa, Sonya, Lorna (LF), Sheree

Apologies:

Nil

3. Confirmation of the Minutes of the previous meeting February 2021.

Meeting minutes from WPS P&C General Meeting February 2021 will be confirmed at the next P&C Meeting in May 2021.

4. Matters Arising from previous meetings

a) Query about one uniform

TF reported there is no policy stipulating a requirement for 2 uniforms. There is no policy around style specifics i.e. normal vs sports, however needs to meet WHS, sun safety and meet community expectations. A uniform changeover process can take approximately 3 years.

Survey to school community including parents and teachers, and a separate survey to students to gauge desire for 2 uniforms, preference for one over the other. Survey to be kept simple, online options for distribution to be explored e.g. Survey Monkey. Aim for Term 2 with feedback on results to be presented at May P&C meeting.

AL advised some other states have information available on gender inclusivity and school uniforms that may be of use.

b) Hot Cross Bun drive

Letters ready to be distributed.

Approximately \$2.50 profit from each pack.

Delivery Monday 29 March. Sorted by parents in staff room, and sent home with students.

\$50 prize for top hot cross bun seller funded by P&C, supported by TT and seconded by JD.

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Loyalty program with Bakers Delight under consideration for 2022.

QuickCliq and cash for payment. Letters will be distributed one payment set up in QuickCliq by TT.

c) Mother's Day Stall

Mother's Day falls in Term 2 Week 3.

Stall items need to be purchased in advance.

\$6000 approved for purchase of Mother's Day stall stock, supported by JD and seconded by TT.

LM and BS looking to source items locally.

5. Correspondence

a) NSW Teachers federation letter advising how to support teachers to achieve change and recognition for changing nature of the job. TF explained that a survey was conducted to explore what is now involved in a teacher's role, the last survey was conducted in 2004. The survey looks at what needs to be changed and improved for teachers to increase time put back into students.

b) Brief discussion to be continued about how to share correspondence received by the P&C. Options included Teams, attaching to minutes, eNews.

6. Reports

a) President's Report (JD)

JD thanked AL for her contribution.

Objective this year to review and improve communication between P&C members and between the P&C and the WPS community.

Objective to explore how P&C can interface with the WPS Strategic Improvement Plan 2021-2024.

b) Principal's Report (TF)

TF and AS contributed to reporting.

This year the 2 staff development days previously held concluding the school year in the last week of Term 4, were held in Week 1. This change was considered effective and valuable by the WPS teaching staff. It was great for teachers to be able to gather as a cohort under revised but controlled COVID-19 restrictions.

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TF indicated that COVID-19 restrictions have eased with correspondence sent to families today. The school often receives advice about changes with a short time frame to when this information is made available to the public. TF explained that navigating COVID-19 restrictions is different when with a school cohort of 615 students compared with smaller schools, and requires careful control and planning due to the numbers. The WPS executive is working to facilitate parents back into school grounds to share in events such as the Mother's Day stall, K-1 cross country, the Easter Hat Parade. Plans are progressing positively with options being explored such as events being divided into a number of smaller sessions to enable greater numbers of attendees by spreading them out over time.

Parent teacher interviews will be conducted in Week 10, with Face to Face and phone options. Correspondence to WPS families is anticipated by the end of Week 7. Meetings will be spread over the school buildings to meet COVID-19 guidelines. Bookings will be available via Sentral.

TF reported that the WPS Strategic Improvement Plan has been under construction since Term 3 2020 with the Strategic Improvement Plan due for review at the end of Term 1. Following review by DoE Leadership, it is hoped that the Plan can be brought to the P&C meeting in May 2021 to share the direction of school, and explore how the P&C fits into the plan. Some of the items the Plan includes High Potential and Gifted Education, changes to numeracy. The plan is a 4 year plan from 2021.

c) Treasurer's Report (TT)

See report attached to minutes.

Westpac accounts have been opened, and so far have been easier to use.

A change of signatories will need to be undertaken with incoming P&C Executive.

Approval given by P&C for TT to close CBA accounts. Signatures will need to be obtained from previous P&C executive members. There are some outstanding payments that TT is following up.

There are now 2 Westpac accounts – one for uniform shop and a general account.

The current accountant for WPS P&C Committee Ruiz & Associates Chartered Accountants were supported by the P&C to continue as the preferred provider.

d) Uniform Shop (TT)

New sports shorts were previously selected, but a 150 min order was required. TT now feels timing appropriate to proceed with ordering.

Online uniform ordering to continue on term by term basis.

Pop up second stores to continue periodically. Term 1 stall was a success.

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Try on's and specific uniform requirements needs to be arranged by request with TT and uniform shop team.

e) Events Committee Report (LM and BS)

See update on Hot Cross Buns and Mother's Day Stall items 4 (b) and (c).

Currently considering a large fundraiser for 2021.

Entertainment card all digital now. Material for scanning QR code for purchase has been delivered.

School banking and stationery packs (\$969) continue to acquire funds for WPS.

7. Upcoming Events

Listed previously in Events committee report.

8. Other Business

a) Sentral Portal – question was raised if Sentral can be used for all school notes, links to payments etc. TF and AS report the school continues to explore the logistics of this. Part of this process is staging different functions. Step 1 has involved scheduling Parent Teacher Interviews on Sentral. The next stage may explore attendance and reports.

b) Year 6 camp options are being investigated. Options are complicated by lack of availability due to high volume of rescheduling/priority bookings due to COVID-19, the size of the WPS cohort, and COVID-19 restrictions. Emma is working hard on this and will update when an option is confirmed.

c) Grants – P&C encouraged to explore grant opportunities. JD provided an example of a recent cycling grant opportunity through the 2022 Road World Championships Legacy Partnership Program.

9. Next P&C Meeting

Next meeting to be held Wednesday 12 May 2021 at 1900hrs, at WPS and via Zoom.

Meeting closed 2000hrs.

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Actions

Action Item Reference:	Action:	Person Responsible:	Due Date:
4b	Set up QuickCliq payment for Hot Cross Buns payment	TT	Week 7
5b	P&C Executive to explore options for communicating P&C correspondence to the WPS community.	P& C Exec	12/5/2021
6e	Events committee ongoing exploration of fundraising, Mother's Day Stall.	BS and LM	Ongoing
6c	CBA accounts to be closed.	TT	12/5/21
6c	Incoming P&C Executive to become signatories on new Westpac accounts.	P&C Exec	12/5/21
4a	Online uniform survey x 2 to be created (1x parents/teachers, 1 x students)	P&C Exec WPS Exec	12/5/21