

Mullumbimby Public School P&C Association Inc

MINUTES - General Meeting via ZOOM - 28 July 2021 (T3, W3)

Opened 6.32 pm

1. Meeting Procedures

1.1 Welcome Address - Janette Tilgner

Welcome to country

1.2 Attendance - Evie Graham, Bria Sydney, Lhasa Morgan, Janette Tilgner, Charity Nichols, Sharon McGrath, David Lees

Apologies - Paula Daniels, Sarah Christian

1.3 Confirmation of previous minutes and business arising

Motion to accept the previous minutes dated 9 June 2021 previously circulated via email - Charity Nichols

Second - Sharon McGrath

1.4 Correspondence

- Email from Federation that membership and insurance due August 1
 - Email July from Nathan Robinson re government Covid relief measures
 - Email from Northern Rivers Rail Trail re rail trail opportunities open to MPS
 - Email from Council, via Bria Sydney, inviting school to be part of uniform recycling program
 - Various emails from Grants Hub outlining current available and relevant grants - forwarded to Sharon McGrath & Bron Nicholls, CC Janette Tilgner.
 - P&C Federation E-Bulletins - emailed to current financial members
 - Various marketing emails from Square advertising financial products
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2. Reports

2.1 Treasurer's report - Charity Nichols

June 2021

Opening balance - \$22,084.49

Income - \$913.86

Expenditure - \$2,260.97

Add Bonus Saver account balance - \$28,030.39

Add Visa Debit card - \$265.46

Total balance - \$57,806.80

* Transfer of funds to bonus saver motioned last meeting just done recently, will show up in next report

* Large expenditure is Yr 6 shirts

Motion to accept the Treasurer's report - Sharon McGrath

Second - Evie Graham

Motion to pay yearly insurance and membership due 1 August 2021 - Charity Nichols

Second - Lhasa Morgan

2.2 Canteen Treasurer's report - Sharon McGrath

June 2021

Opening balance - \$7,916.19

Income - \$5,675.36

Expenditure - \$4,817.98

Total balance - \$8,773.57

- All paperwork for end of financial year primarily to do with employee Jodie Gray completed via Zero
- 1 July - super has gone up to 10% from 9.5%
- Jodie's hourly rate has also increased as it does it every year.
- Workers comp insurance has been paid to Icare.
- Canteen financials are looking good at this point, with a total profit of approx \$3800. Cumulative end of year total will tell. While priority is to keep canteen affordable, we also need to consider it's our most considerable fundraising along with uniforms. Additional new students are contributing to canteen profitability.

Motion to accept the Canteen Treasurer's report - Janette Tilgner

Second - Evie Graham

2.3 Canteen Coordinator's report - Sarah Christian via email

Canteen Co-ordinator Report - July 2021

- New roster has been shared and unfortunately filling slowly, compared to last term.
- Fridge/freezer issues over the weekend - The main fridge and freezer were fine but around lunchtime Jodie noticed some items stored in the p&c freezer were completely defrosted and the fridge was warm to touch - as Jodie couldn't know how long the stock had been defrosted over the weekend, we agreed best to dispose of the small amount of stock - consisting of gf sausage rolls and a few pies. Jodie managed to reset the fridge/freezer manually and it is working again.
- Masks now worn by Jodie and all volunteers.

Discussion

- * Lhasa requested that GF meat pies can be put back on menu given GF sausage rolls have been spoiled by the freezer and GF menu now quite limited. Lhasa to pass this on to Sarah.
- * Jodie has expressed concerns re uncertainty of mask wearing, as regulations uncertain and she would be the enforcer. This has now been resolved, with Sarah communicating with Jodie and school community. David confirmed that we are at Level 2 with canteen volunteers technically regarded as staff and mask recommended, as communicated by Sarah. **Agreed** that as employers and managers of canteen masks will be mandatory as it is in the wider retail community.

Motion to accept Canteen Coordinator's report - Janette Tilgner
Second - Sharon McGrath

2.4 Uniform Coordinator's report - Bria Sydney

- Everything going well. Bria will talk to Charity to ensure she is on track with spending.
- Reimbursement for Yr 6 shirts needs to be chased up. Tracey has it currently.
- Volunteers are amazing. Parents seems happy and everything going well.
- Haven't ordered anymore hemp. Not going through them. Guidance sought as to whether to purchase more. Rep says he's got shrinkage under control, by providing shirts with added length. **Agreed** we should give them another go if and when we need stock.

Council uniform recycling discussion

Bria - would kick in where not good enough for second hand. Do get some but not a lot.
Janette - looks like its a private business rather than money coming back to the community or school. Charity - that's how recycling works in practise. Sharon - Pinky and I got rid of a lot of old unsaleable second hand uniforms such as white shirts.

Sharon - concern with amount of brand new white stock on shelves. Initiative perhaps to unstitch/cover logo and send to unprivileged communities or repurpose somehow? Bria - there are 32 short + 32 long polos plus button up shirts, 70 in total.

Action - Bria to do research about this before doing research into recycling program.

Charity - Grey cargo shorts - is there other options to explore, as not popular with older boys particularly, uncomfortable. Agreed by Lhasa. Also a lot of variation with blue bottoms on girls and grey on boys. Discussion of perhaps transitioning to black bottoms in the long term. David - While understand the concerns, we must also be careful not having too many variations of uniform or consistency is diluted. Sharon - More options also won't let us reduce stock for insurance purposes.

Agreed to let current uniform stock to run down and reconsider at a later date.

Motion to accept the Canteen Coordinator's report - Janette Tilgner

Second - Charity Nichols

2.5 Principal's report - David Lees

- Latest information (as at 11:30am today) is we will remain at DoE 'Level 2' restrictions until at least 28 August. (of course this can change very quickly). What this looks like has been outlined in the school newsletter and updated regularly on the DoE website. As a result:
 - No excursions outside of the LGA are permitted. Term 4 excursions currently on hold with final decision have to be made soon so as possible alternative activities can be organised.
 - Byron Writers Festival cancelled.
 - NAIDOC Week activities postponed.
 - HPSSA Athletics Carnival proceeding on Fri 30 July with no parents / spectators permitted. All participating students (except those competing in 1500m) to be at school at 8:15am for an 8:30am sharp departure on the bus.

- Great to be able to have our NRC student performance on Fri 18 June. Thank you to parents for supporting.
- Great to be able to hold our Athletics Carnival Fri 25 June. A huge thank you to our P&C for organising the canteen on the day. Another very positive carnival, with 51 MPS students selected for HPSSA Carnival this Fri 30 July.
- COVID Intensive Learning Support program (COVID ILSP) continues to support identified students needing additional literacy and numeracy support. Some new students identified this term with focus on Phonics and core numeration skills. Groups and learning foci continuing to adapt and evolve as a result of data analysis and new and emerging needs. The COVID ILSP to continue until the end of the year.
- *Rural Access Gap* Program (RAG) to support regional, rural and remote schools with technology infrastructure. 40 new student laptops a welcome addition to our school.
- House Names (there has been progress!) – Tweed / Wollumbin AECG have acknowledged our request for their involvement and after a long delay they have nominated a representative to be a part of this group. I am now awaiting a response from this representative to confirm a meeting date. We are doing everything we can to move this as quickly as possible but remain respectful to the process.
- Upcoming (pending any future restrictions):
 - ‘Tooth Fairy’ visit K-2 (Bethany Stephens, Itinerant Support Teacher, Hearing) Thur 5 Aug to discuss healthy habits with students. (correct way to blow nose etc.)
 - ‘Grow Your Own Lunchbox’ Challenge Fri 3 Sep. (All classes have their own plots where they are growing vegetables).
 - Waste audit – date tbc
 - Kindergarten ’22 Information session – currently being prepared for on-line presentation.

Motion to accept the Principal’s report - Janette Tilgner

Second - Lhasa Morgan

3. Agenda Items

3.1 Phonics readers

- Some received from the Department as per Principal's report.
- Money earmarked for readers at last meeting following discussion with Lena Patterson. Figure likely be \$12,500 as total price to get various titles and number of sets for K-2.
- Agreement that it's important to contribute to this literacy initiative as a core and important school need. Discussion that historically P&C has always contributed to readers. Questioning of David as to where the funding would come from if P&C didn't contribute the whole amount. Phonic readers directly aligned to the school SiP.

Motion to pay School \$12,500 for phonics readers - Lhasa Morgan
All in favour by show of hands

3.2 Big Night Out music fundraiser at the Ex-Services club

David Lees - Lorraine Marshall has indicated this is now off.

Action - taken off the agenda for the time being in the current COVID situation.

3.3 Father's Day fundraiser

Rather than stall, *discussion* of producing a personalised gift in class. Painted mug decided on.

Action - Lhasa to coordinate with Janette. Father's day is 5 September, so will get it underway in the next 2 weeks.

3.4 Athletics Carnival catering follow up

Discussion for next time

Sharon - Profit was only \$300 due to high expense of sausages etc and plus Jodie's wages.

Janette - Local produce used but more expensive. Sharon - Perhaps time to increase cost of sausage sanga.

Sharon - for improved logistics, next time canteen orders should be handed out while kids seated at BOB.

Thanks to everyone who contributed on the day.

3.5 Community Building & Grants forums/webinars - Sharon McGrath

How to apply for and improve potential for getting a building grant. Sharon attended Webinar, outlined at last meeting.

Action - Sharon has offered her time for remainder of the year to put together a solid grant proposal, ready for submission early next year.

\$5000-\$150,000 available per LGA, average grant is \$20,000. Only competing with your own LGA. P&Cs do well. Air con, canteen, signage, audio-visual, playground upgrades come within the ambit of the grant.

David Lees - Will know what planned maintenance works for next financial year over next couple of weeks. From there, we can zero in on what's needed. Plenty to consider.

Action - David and Sharon to meet to focus on putting together a building grant.

3.6 Fundraising Goals and Initiatives

Janette Tilgner - School Improvement Plan (SiP) circulated to P&C members and friends, which will shape P&C's direction for our Strategic Plan

Discussion with David Lees - It includes 3 main areas of direction.

1. Focus on academic attainment - literacy and numeracy (mandatory for all schools).
2. Shared educational values - community focus. Particular focus of the School is Indigenous education, with Hope Woods - ie, proposed yarning circle & connection with Bundjalung language.
3. Wellbeing - huge area with much importance and potential. Cyber safety and awareness for kids and parents, whole school community. High quality child psychologist forum a possibility - focus on developing social and emotional capability for kids. Rock and water training for more teachers. Two sections in SiP - PBL + Wellbeing programs for whole community. Child protection lessons, for example Interrelate.
Idea discussed that P&C could subsidise programs.

Each AP has management of one strategic direction within the school.

Action - David to speak to APs and teachers in this regard. Lhasa to summarise the SiP to make it more accessible to the parent body and send to execs and David.

3.7 House names - As discussed above in Principal's Report

4. General business

Northern Rivers Rail Trail correspondence - Lhasa Morgan

Sharon - Not sure what "partnering" means.

Action - Janette to write back to them, Lhasa forward her the contact details etc.

5. Agenda items for next meeting

1. Father's day
2. Fundraising goals and initiatives & the SiP
3. Recycling uniforms
4. House names update
5. Kindy info sessions
6. Kindy hats and library bags

6. Next meeting date

Wednesday 1 September 2021 6.30 pm.

Meeting closed 8.10pm