

Mullumbimby Public School P&C Association Inc

MINUTES - General Meeting – 2 November 2022 (Mullumbimby Public School – Stage 3 classroom)

Opened 6.38 pm

1. Meeting Procedures

1.1 Welcome Address – Jingi Walla -

We pay our respects to traditional owners of these lands, past, present and emerging. We recognize their ancestral, cultural and spiritual connections to Country and acknowledge their sovereignty was never ceded.

1.2 Attendance: Amy, Carla, Charity, Leah, Edwina, Danielle, Bu Marshall

Apologies: David, Evie, Lhasa, Anna

1.3 Business arising from previous minutes:

- Playgroup Account - \$2,000.00 – Lhasa has messaged Liz Smart & Elaine Stenner to email/call Steve at SCCU, and once they've authorised it he'll transfer the Playgroup funds straight to our account.
- Pinky purchased Year 6 Camp equipment, need a breakdown and add if relevant any purchases be added to asset register. We have also purchased 4x 38L Collapsible Cool Chests, need to ensure these are added to our asset register. BBQ as well.
- Kindy hats and library bags together with updated P & C Flyer and were distributed today. Thank you to Danielle for printing and allocating names on hats and bags. Thank you to Leah and Carla for contribution to content on updating Flyer and Holly for making it look amazing.
- Son of a drum – has this offer been accepted and or discussed with David/Richard re: storage?

1.4 Confirmation of previous minutes

Motion to accept the previous minutes previously circulated via email.

Motioned by Leah Seconded by Keishia

All in favour? Carried all in favour

1.5 Correspondence –

Emails to affiliate email:

- Grants Hub emails as per usual – ignored.
- P&C Federation bulletin and webinars - forwarded where relevant

School pigeon hole: Nil known.

2. Reports

2.1 Treasurer's report - Charity Nichols

September 2022

Opening balance - \$5,557.09

Income - \$34,012.22

Expenditure - \$7,486.81

Add Bonus Saver account balance - \$16,076.41

Add Visa Debit card - \$205.83

Total balance - \$51,152.51

Asset Register started. Uniform tab not to be included in asset register and to remain separate with coordinator.

Visa expenditure and itemizing – Charity to ask Evie for assistance in this regard to update the spreadsheet to include Visa cashflow detail.

Motion to accept Treasurer's Report.

Motioned by Leah

Seconded by Keishia

All in favour?

Carried all in favour

2.2 Canteen Treasurer's reports – Carla Boyle

Executives agreed all monies associated with "catering days", as run through Flexischools, would operate through canteen account, hence reappearance of report.

October 2022

Opening balance - \$1,474.25

Income - \$738.02

Expenditure - \$724.66

Total balance - \$1,487.61

Motion to accept Canteen Treasurer's Report.

Motioned by Leah

Seconded by Charity

All in favour?

Carried all in favour

2.3 Canteen Coordinator's report – Report not applicable.

Burger Catering Days – wrap up attached.

2.4 Uniform Coordinator's report – report not received.

Canva add was sent out trying to find a new uniform coordinator for 2023. No response received. Keep advertising, it would be great to get a hand over from Bria for the incoming person.

2.5 Fundraiser Coordinator's report

- WELCOME BACK EDWINA – happy dance!!
- Tea Towel Fundraiser put on hold for Christmas next year.
- Colour Fun Run, 18 November – Catering sushi and slushy.

\$153 charge on machine – Mullum Hire giving discount again, greatly appreciated - legends. Need to purchase juice on special.

Carla on sushi coordination.

Keishia to confirm/discuss with Amy coordination of the class time slots on day.

Leah and Edwina help on the day.

- Crazy Hair & Sock Day – Friday, 9th Sept, something easy but by all reports kids had a lot of fun. P & C donated a frozen fruit juice icy tube to each child. Big thank you to Holly for getting this going and to the helpers on the day.
- Chippy Charge – WRAP UP – document tabled and **attached**.

THANK YOU Keishia for coordinating this one and to all the helpers! Was so good to get back into the community.

- ART SHOW 8 December, Thursday evening

– This is a big event and we really will need some helpers.

Sculptures in 5/6 classrooms – to be received on the day. Helpers required.

Art displays to be set up on the day. Helpers required.

Fairy lights and bunting to be set up at the school entrance (gate near the hall). Helpers required. Ask community to consider lending Christmas lights or party festoons for this.

Catering window of 4.30pm – 6.30pm

- Call of arms for helpers on the Thursday. Canva add, FB word of mouth, the school and us need help.

Edwina to organise an Art Show committee (volunteers) for catering plan.

- Burger tent

- Sushi tent
- Drinks
- Ice blocks / dessert

Art Show PA – Quote as below from Anna



Motion for expenditure of up to \$750.00 for the school PA system:

Motioned by Leah Seconded by Carla

All in favour? Carried all in favour

MASSIVE BIG THANK YOU AND APPRECIATION TO BU MARSHALL AND AMY for continuing this on, we are so excited to have a whole school event.

- Christmas Carols – 11 December @ 5pm – Keishia to organise food stall, hot dog rolls with sausages and coleslaw, chocolate brownies (call out for helpers), drinks

Motion to accept Fundraising Coordinator’s report.

Motioned by Leah Seconded by Charity

All in favour? Carried all in favour

2.6 Principal’s report – Amy Austin on behalf of David Lees

Flood restoration work is ongoing. A recent break in the weather has seen some solid progress being made, including the library roof. Two very notable items of great news:

- 1) Canteen: Last week I received confirmation that we would receive a canteen extension / upgrade. Through Bennett Constructions, I have asked BKA Architecture (appointed by

Bennett Constructions) if it was possible for them to liaise with Sharon McGrath. This was ok and plans have been going back and forth to fulfil the dream canteen as was drafted for the Community Building Partnerships grant submission. All indications are that the school will get everything from the grant submission and possibly more – with the same level of upgrades being done to both the old and new sections of the canteen!

2) Student toilet blocks: I have had confirmation that both student toilet blocks will be completely stripped out and re-built. New pans, new everything! Currently this is taking place in the Yrs 3-6 toilet block, with work expected to commence in the Yrs K-2 block in the upcoming Christmas school holidays. This will also be a very welcome and overdue upgrade (some positives did arise from the flood!)

I have again been told that we remain on track for all work to be completed in 'early 2023'. I will continue to keep everyone updated as I know more.

- A huge thank you to the P&C for their work supporting with all aspects of our Kindergarten '23 Transition to school. The final transition session occurred today. Indications are we will have a large incoming cohort next year.
- A huge week is underway for excursions. Special thanks to all staff involved for their high degree of organisation and providing such amazing experiences for our students. Many thanks also to fantastic parent support, including our K-2 helpers and Pinky for her incredible efforts with the Yr 6 excursion. Information will be forthcoming about the Yr 3 excursion.
- House Names – as mentioned at the last meeting the committee had earlier settled on an outcome. Since the last P&C mtg. we have now received final clarification and approval from appropriate stakeholders. After a long and exhaustive process, we finally have an outcome. An announcement of what is happening (ie. if the current House names will be remaining or if there will be a change and if so, what that will be) will be announced in a staged process in Week 6 of this term.
- OoSH – The tender process through AMU has commenced for Before and After School Care. I will keep everyone updated as the process is concluded.
- Open Classrooms – despite the weather being inclement, it was great to see so many parents back in classrooms after COVID-19 lockdowns.
- We are very proud of students who competed and made regional finals in the Premier's Spelling Bee and Public Speaking competitions. Well done to all of you!
- Congratulations to our very talented dance group and Miss Boyle, who had the honour of being asked to be the opening act at the very prestigious Far North Coast Dance Festival. They performed with great distinction.
- The ATSI Yarn Up / afternoon bbq was well attended at the end of Term 3. It was wonderful to see this level of community engagement and we look forward to this being an ongoing part of the school calendar.
- As always, the final few weeks of the school year will be extremely hectic with a wide range of activities and events on the agenda. The Colour Fun Run, Art Show, Year 6 farewell, Carols By Candlelight, Semester Two student reports to name just a few.

Motion to accept Principal's report.

Motioned by Leah

Seconded by Edwina

All in favour?

Carried all in favour

3. Agenda Items

3.1 **House names developments:** mentioned in Principal's report.

3.2 **Insurance update:**

Notified on 21 October: *"This email is sent on behalf of Daniel Ismael from Crawford and Company, who is managing your current insurance claim on behalf of IAG. Daniel is still working on your claim and will provide a detailed update as soon as possible."*

Received from Evie:

"Update from the claims adjuster:

Following receipt of your claim submission and my subsequent report to your Insurer, I have had further discussions with them.

When putting the claim together under the different applicable policy sections there were instances where the claimed amounts exceeded the sums insured, being the upper limits of what can be claimed under the policy.

However, it has come to our attention that another section of the policy can be utilised to provide further coverage, providing the school with a higher settlement figure.

I will go over the claim submission again, taking into consideration the additional allowances which may apply, and then adjust my settlement calculation accordingly.

*Once we have completed our insurance claim Sharon is available to apply for the Service NSW grant as previously mentioned.

Thanks legends! - Evie :)"

3.3 **Grants update**

As discussed and agreed, Leah applied for Mayor Fund Application – BBQ box/catering equipment.

- August/September 2022 - Applications open.
- October - Applications assessed by the Mayor.
- Following Council Meeting - Outcome of assessment reported to Council.
- Applicants notified of the outcome.

Leah to follow up response if have not received one by 16 November.

3.4 Upcoming Events:

All discussed in Fundraising Coordinators report – referred above.

3.5 ART SHOW

- Referred above.

3.6 P & C Communications and notifications to school community. Investigate school stream. Discuss with David next meeting.

3.7 Year 6 Farewell. Lhasa will get in contact in this regard once Year 6 have returned from camp.

4 General Business

- Certificates of Appreciation now on hand.

- World Teachers Day – Friday, 28 October – Keishia baked a banana bread and Leah a chocolate brownie together with nice card and delivered to staffroom on Friday morning on behalf of P & C. Very appreciated by the teachers.

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5. Agenda items for next meeting

- P & C Communications and notifications to school community. Investigate school stream / School FB.

6. Next meeting date

W8, Term 4: DINNER - Wednesday, 30 November 2022

Meeting closed: 7.57 pm