# Maroubra Bay Primary School P&C:
## Minutes of Monthly Meeting – 2 September 2015

<table>
<thead>
<tr>
<th>Meeting date and time</th>
<th>Wednesday 2 September 2015 6:15pm – 9:20pm</th>
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<tbody>
<tr>
<td>Location</td>
<td>MBPS School Library</td>
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| Special Elections     | 1. **Nomination and appointment of vacated Office Bearer Roles:**
|                       | Last meeting David FitzPatrick fulfilled role of president leaving the role of Vice President vacant. No nominees came forward at this meeting, therefore role remains vacant. |
| Previous Minutes      | 2. The Minutes of the meeting held on 10 Jun 2015 were confirmed by Tertia Purves-Tyson and Karen Clouston. The minutes of meeting held on 29 July were confirmed by Tertia Purves-Tyson and Giulia Tronci |
| Agenda Items          | 3. **Playground Update** – Belinda Rayment
|                       | - A revised budget of $22,500 was presented. The previous budget presented was based on estimated figures. Since then, after positive consultation with builders, necessary amendments have been made to the original plans. The new plans are achievable but require different materials namely decking timber (recycled spotted gum) for the ramps – the Gordon’s Bay donated timber will be used for rails and bearers. In addition, the Moduplay items require a marine grade paint that was not accounted for in their quote and is an extra $4050. Rose is in a position to start purchasing materials required and it was stated the Moduplay items have a 6 – 8 week delivery time frame. The revised budget includes a repair to the soft fall already on the ground but does not include painting the soft fall. At last meeting the agreed on financial outlay for the playground was $17,000, the following budget allocations were committed:
|                       |   - $8,500 from the school – to be used to pay for Dept Education approved suppliers
|                       |   - $8,500 from the P&C from funds raised in the last 18 months |
• A motion was tabled for P&C to fund the shortfall of $5,500 with further fundraising such as:
  - Letter of request for funds to be sent to Seals club
  - Letter of request to MBPS parents and families for voluntary donation to be sent
  - Other suggestions: playground opening event, Year 6 students and Mr Gigli have agreed to donate the funds raised from their Fun Day to the playground. **Action:** Mrs McCormack to confirm this with Mr Gigli
    • The motion was passed with unanimous vote
    • The P&C bank account has sufficient funds to cover the shortfall leaving $4,000 in the account. But, all or part of, these funds are only available should all other fundraising events not cover the shortfall.

4. Uniform Sales update – Giulia Tronci
   • Giulia stated that after some number crunching with Tertia that after 2 years there would be a 5% profit made from the sale of school uniforms through an external provider as opposed to a 29% profit by selling the uniforms ourselves
   • The recommendation is that we continue to sell through our own uniform shop with the help of parents. Some parent feedback is that the shop open fortnightly is not often enough but with the help of more parents it could be open more often. Ideal scenario is to be open 2 days a week for an hour.
   • Cons of going through PSW (external provider): Delivery fee, less profit, made in China, girl’s tunics slightly different style, possible drop in sales and number of children wearing correct uniform because easier to purchase from Target than make a special trip to PSW in Kingsford.
   • Cons of sales at school: parent committee required, parent coordinator required, volunteers, money tied up in stock, require a guarantee of space on school grounds
   • Pros of sales at school: effective fundraising, possible 2nd hand shop
   • Decision was made to proceed with parents running the shop at the school and review in 1 year
   • Vasilka confirmed the current space would be available for 2016

5. Walkathon update – Karen Clouston
   • At this time nobody has come forward to coordinate the Walkathon - for this reason and the fact that children have been getting sponsorships for the skipping competition for the Heart Foundation we will not do a walkathon this year
   • The school acknowledged that the P&C event calendar should be consulted before events coordinated by the school are planned
   • The St Mary St Joseph School held a very successful “Try-athlon” which will be considered for next year. Damien has skills to run an Amazing Race and would like to know more about what is involved with taking on the coordination of the whole event. **Action:** Dave and Damien to discuss the tasks of putting together such an event

6. SEMP – Sandra Newell
   • The last environment survey was held in 2014 and environment issues came close to last as being a priority for funds expenditure
   • After attending the last Eastern Suburbs Sustainable Schools Network (ESSSN) meeting many of the schools with a successful SEMP programme have teacher, school admin, parent, child and principal involvement. Currently MBPS has 3 parents and Mr Mac attempting to introduce the SEMP. Ideally 2 staff and 2
from each stage from the SRC

- The SEMP needs to be written by everyone and a committee formed with representatives from all at the school plus it attending ESSSN meetings is necessary.
- Without involvement at every level there is no reason to continue to do more work on this subject.
- There has been attempt to engage with the SRC, who meet weekly, but no support as yet.
- Some examples provided: At school events all bins are put out and recycling is not enforced; Year 1 are talking about recycling at home – this could have been an opportunity to go into class and discuss recycling in more depth; food waste buckets for compost that were put in classes have disappeared (Karina mentioned it was difficult to encourage the kindies but perhaps if started at the beginning of the year it would be better).

**Action:** Vasilka to ask teachers how interested they are in being involved. Karina to talk to Mr Gigli about involvement from SRC

7. **Newsletter Distribution**

- It was asked, that when the school newsletter comes out, if the school could re-instate sending an email to parents, with a reminder to go the website or a link to the newsletter.
- Staff Members at meeting all took the stance that it should not be the staff’s responsibility to remind parents to read the school Newsletter.
- Vasilka did agree to sending out a reminder or link, but needed to investigate reasons emailing had become such a problem for Admin staff previously. **Action:** Vasilka to investigate possibility of distributing the newsletter to parents via email again.

8. **Homework and high school readiness** – Yasmin Schubach

- Meeting date made for Yasmin and Vasilka to discuss options and revert

9. **Traffic Management**

- Parents continuously park illegally, stop in no-stopping areas and drop off children in the road.
- School has been assessed an is not eligible for lollipop person, there has been sightings of police and council monitoring the area and fining.

**Action:** Karen to write a blurb for P&C newsletter.

10. **School office support to P&C**

- The school was questioned about the pull back of support to P&C i.e. newsletter not sent out, school uniforms no longer managed, stationery and printing. P&C wish to understand reason for this and what level of support we should expect.
- School stated they understand we are supporting the school and will remind admin staff of this, it was also confirmed that it is possible to do our own printing and ask for tape/blue tac etc.

11. **School Photographs** - Sandra

- Concerns were raised that the school no longer wish to coordinate school photograph sessions.
- Georgie Beck an ex family from the school runs her own business, does online ordering and payments and gives 50% back to the school. Sandra has price list.

**Action:** to discuss with Kathy on her return
### 12. Fundraising - Karen
- The funds in the bank have been committed to the playground this year as previous years funds were used to purchase electronic whiteboards.
- Next Bunnings BBQ (booked 17 Oct) requires a coordinator. If none found, then cancel booking 2 weeks before event. **Action: Dave to chase a coordinator.**
- Still awaiting final figures for Entertainment Books. Karen to chase from Daniele.

### 13. President’s Report - Dave
- Thanked P&C for support since taking over Pres office.
- Dave to present to Big Start in Term 4, promoting P&C to new parents. **Action: Dave to coordinate date and time with Karina.**
- Have written and sent letters to Educ Dept and Minister re Ethics on enrolment form. See ethics report.
- Have some concerns about how often the playground budget estimates keep changing.

### 14. Principal’s Report
- New bike racks have been installed below staff room window
- Quotes for wheelchair access to classrooms has been accepted and awaiting installation date. Urgency has been communicated
- Staff requested that from 2016 Year 6 parents coordinate fundraising for end of year event and year book for that year. P&C have agreed with this and will coordinate through the class rep for that year. **Action: Role description for Year 6 class rep to be written**

### 15. Treasurer’s Report - Tertia
- As previously mentioned funds have been committed to the playground excluding a buffer of $4000 to remain in the account.
- Mitre 10 BBQ raised $617.40
- Open Day cake stall raised $849

### 16. Canteen Update
- Had positive meeting with canteen providers who advised they service other schools with healthier menus. Aiming for improvements in Term 4.
- Canteen providers reported that one restriction to introducing a broader menu was that we don’t have an oven in the canteen.
- The Good Guys are donating an oven. **Action: Vasilka to investigate wiring in canteen under Department health and safety ASAP**
- Discussion around content and presentation of menu. **Action: Canteen committee to update menu and improve layout.**

### 17. Class Reps
- Nothing to report

### 18. Environment & Community - Belinda
- Energy efficiency representative is not prioritising us for study, due to small size of MBPS compared to other schools on waiting list.
- Leasing solar panels is not an option as it does not appear viable in a school context.

### 19. Ethics
• The P&C Federation has passed a motion to ask the NSW minister of Education to reverse the decision to exclude ethics on school enrolment forms
• Volunteers to teach ethics are required for 2016
• Celia to attend Big Start parent meeting to speak on Ethics classes

20. Garden - Sandra
• Wednesday garden club continues successfully with focus on composting
• School was asked to approve a trial for a Thursday lunch time garden club in Term 4
• P&C agreed to $200 to purchase garden materials

21. P&C Webpage Content
• Content has been written and ready to send for school’s approval
• Early term 4 Karen and Brad to meet and start work on P&C webpage on school’s website. **Action: Karen to arrange to meet Brad and get P&C webpage underway.**

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<th>Other Business</th>
<th>22. None</th>
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<th>Action Items</th>
<th>23. Action items list was not reviewed due to time constraints, but list to be updated per new actions recorded in these minutes.</th>
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<th>Meeting Close</th>
<th>24. <strong>Next meeting</strong></th>
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<td>• Wed 7 October 2015 at 6:30pm. In the school library.</td>
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