***Jannali Public School P & C Association***

***107 – 121 Sutherland Road***

***Jannali NSW 2226***

 **Minutes of P&C Meeting**

**4 August 2020, 7pm**

Attendance: Liz Delfs, Amanda Mulder, Emily Arthur, Julie Robinson, Janelle Argue, Jen Chambers, Cathryn Walker, Maria-Nicole Miriklis, Kaylene Pring, Val Cullen, Kris Harrison, Kate King.

Apologies: Karen Andrews, Mark Bailey, Holly Smith, Simon Argue, Liz Delfs, Denise Lai, Bronwyn Heardon (JBASC), Fran St John (JBASC), Rachelle Gibbons

1. Previous Minutes

Minutes circulated just prior to meeting on 4 August 2020, motion at next meeting on 1 September 2020.

1. Presidents Report
* Successful in iPromise Sustainability Grant – for $4000; targeted water system for Jannali Rangers and water bottle drinking station (partial funds); additional funds being sourced from other grants ($2K cover one bottle refill station) OR replace existing bubblers with water filling station (retrofit)
* Assets – to be recorded, P&C assets to be identified;
* School banking – requires Parent interest to coordinate and take on school banking. JArgue to liaise with Sue Ward and understand what is needed, prior to continuing.
* Soft fall under playground – request for P&C to support financially, 50:50 split proposed JBASC and School.
* By-Law change: AGM to be March and second meeting. First meeting can be used for first meet and greets. All approved.
* P&C strategic Plan also at end of its 3 year plan. P&C looking to combine survey process with schools parent survey/feedback process.
1. Principals Report (Amanda)
* Education Week: class videos are being used to engage with Parents;
* Reports being issued on 8 Aug
* Kindy Orientation for 2021 intake, videos being developed, promoted with local
* COVID-19: maintaining of current regulations
* Center of Education and Stats assisting exec team with the 4 year school plan to be formed
* Tell them from me survey: for Yrs 4-6 and Parent Community (department collection and done in all schools). Request for general report to P&C, of general feedback, themes and even response rates, where P&C can promote parent community to participate where numbers are low.
* Toilet access system - temporary system changing from lanyard plastic passes to pins, in order to address behaviour of scratching off paint on toilet walls. Concern expressed over sanitisation of passes but also time added to
1. Treasurers Report (Kaylene)
	* Report circulated:
	* Grant for Defib and training was received;
	* Noticeboard has been paid for;
	* Insurance approx $1300 (P&C) and increased to provide adequate coverage for stock maintained and insurance for cash
2. Canteen Report (Kaylene)

More canteen volunteers needed. We may have to drop Wednesdays for Term 4 due to low numbers and therefore only be open on Monday and Fridays with Friday being the biggest of the days.

1. JBASC
* Purchase of Sanitiser: request for assistance to see if cheaper Sanitiser can be procured through canteen suppliers (KP) or School. Investigate and liaise with Bronwyn.
* JBASC Review – initial meeting held via Zoom with BH, FSJ, Reviewer, JR, JA with Reviewer to understand current circumstances. Set-up 2hr ZOOM meetings and agenda to be provided.
* Asset Register – being updated from 2019 JBASC Asset register.
* Lease – being renegotiated with school. BH not being paid full rate as Coordinator while in Acting Role and getting paid for Coordinator as of 4 August 2020 to take effect. Proposed: Janelle Argue, Accepted by all.
* JBASC Insurances renewed.
* After School attendance is better than expected: 22 32 36 38 15 (M, T, W, T, F). Numbers remain low for Before School Care.
* Transition Grant is in effect for JBASC staff
* Uniform Shop
	+ NIl
* Fundraising
	+ - Trivia night booked for 14 November, potentially will need to scope Venues,
		- Exhibition to be arranged at school for all kids to see the display,
		- Creativity Showcase Competition - Parent separate judging period to be organised (judges: separately outside on grass and judges being Kate, Maria, Julie, Kris and one teacher)
		- Creativity Showcase Comp Prizes – P&C approved spending of $50 for prizes
		- Father’s Day stall discussed, KK to follow-up with MB to determine what has been ordered for Father’s Day (6 September 2020)
1. **New Business**
* Insurances – Notice of Event form – LD to draft based on previous events the standard information requirements for Notice of Event Form.
* *Post Meeting note: Risk Assessment/Management Plan and requirements for individual events to be investigated - CW*
* Close of meeting: 8:30pm

**Next Meeting: Tuesday 1 September, 2020**