



**P&C Meeting Minutes  
Wednesday 2<sup>nd</sup> March 2022**

Chair: **A.Hill**

Minutes: **N.Donnelly**

Attendees: **L.Thomas, G.Humphries, K.Connelly, C.Hill, M.Allen, F.Young, G.Cash, S.Harkness, S.Gates, A.Treharne, K.Hervy, S.Ward, M.Waller, K.Gann, J.Parkin, J.Wood, H.Riegman, T.Wise, M.McKay, B.Martin, K.Purdy, J.Surplice,**

Apologies:

Meeting opened:

**1. Acknowledgment to country**

The President acknowledged the traditional owners of the land on which this meeting took place.

**2. Chair's welcome and opening remarks**

A.Hill opened the meeting

**3. Minutes & Business Arising**

The minutes from the December meeting were taken as read. Motion to approve the minutes put forward by S.Ward and seconded by N.Donnelly

**4. Presidents Report**

A.Hill advised the last 2 years have been challenging from a fundraising perspective and this will likely place pressure on the P&C ability to make donations to the school in 2022. The situation also means that careful consideration must be given to decision-making around expenditure in 2022. F.Young met with teachers and parliamentarians recently to identify school priorities and the overwhelming feedback is the renovation of all school bathrooms in 2022 or 2023. A quote of \$98,000 was recently provided to renovate what we suspect are all bathrooms. If we agree that bathrooms are a priority, how do we raise funds and will there be any government support or grants? The feeling is that the PC should not have to fund the renovations given the school bathrooms are school infrastructure however asset has reviewed the bathrooms and see no issue with the current condition of the bathrooms. F.Young has attempted to discuss with the department however it seems unlikely we will receive significant financial assistance.

S.Gates agrees that this project should be a joint effort with the school and P&C.

We will soon have a clearer revenue projection for 2022 and the bathroom renovations will be considered.



**5. Treasurers report**

S.Ward advised he had been working with FinCorp on the 2021 financial statements and thanked members for their assistance. Several recommendations from 2020 have been implemented and Fincorp advised the P&C should develop a more robust process around cash handling

February Expenses

- Wages - \$24,000
- Super - \$2,600
- Canteen Supplies - \$1,100
- Consumables/Crafts - \$1,600
- Unifirm \$8,500

Main income for December:

- BASC - \$37,700
- Canteen - \$4,000
- Uniform - \$4,800

Account balances:

- Como West P & C Main Account - \$11,193 (Cheque Account)
- Como West P & C Debit Card - \$1,994
- Como West P & C Savings Account - \$32,454
- Como West BASC Main Account - \$146,210 (Cheque Account)
- Como West P & C BASC Debit Card- \$2,999

TOTAL AVAILABLE BALANCE - \$194,800. We are awaiting the payback of the \$16,000 overpayment in government assistance

Full reports are distributed to P&C Executive and available upon request to [comowestpandc@gmail.com](mailto:comowestpandc@gmail.com).

**6. Sub-committee Reports**

a) **Before and After School Care**

No members present

b) **Uniform shop**

S. Gates advised there is an issue with school bags in that the minimum order is now 300 however if we change over to a new style, the order minimum is 50 which is far more practical for our school.

Parents are now allowed back on the grounds and the uniform shop will be open Thursday afternoons.

c) **Canteen**

K.Connelly advised there is no further update beyond AGM comments however there has been a loss of 14 volunteers leading into 2022 and there is a continuing need for volunteers. N.Donnely raised the possibility of year 6 students volunteering which has been considered in the past however there were OHS challenges. If we were to consider this proposal, C.Hill suggested ice cream Friday may present a good opportunity.



d) **Fundraising**

J.Surplice advised the team has met and discussed activities for 2022 and the 2022 schedule is attached to these minutes. Importantly, the team would like to balance the need to raise funds and be conscious that many members of the school community have faced personal financial challenges over the last 2 years.

Several events will return in 2022 including the Easter Raffle, Mothers Day stall, election day sausage sizzle with cake stall & bacon and egg rolls. Comedy for a cause has been flagged for June 24 and Singer Real Estate has again agreed to be the primary sponsor.

Looking toward the end of 2022, the Fathers Day stall will return.

Further, 'Crazy Camel' has been proposed who produce family gifts based on children's artwork and may work well for Xmas presents toward the end of the year.

The Xmas markets have not been significantly profitable in prior years however they represent a great community event and the team is working toward a more profitable event in 2022.

e) **Sponsorship & Advertising**

S.Harkness and the team have begun sourcing auction items for upcoming fundraising events.

**Year 6 Farewell**

M.Waller advised that the organization has been handed back to the school to manage the event. There will be 3 rounds of fundraising in 2022 and year 6 students may financially contribute toward the event.

**8. Principal's report**

M.Santilan is enjoying her time within the school community and noted the interaction between school and PC is fantastic.

Below is the Principal report from F.Young

It is with much joy that we have reached a point whereby visitors are allowed back on school grounds. The Assembly on Monday felt like a return to the pre-Covid days with parents and grandparents in attendance and students being allowed to sit together in the Hall as a school group. We haven't lost sight of the fact that Covid is still happening and we are being impacted by it. Not only have we had many student absences, members of staff have had to stay home to care for their own family members who have had Covid. Some of you may be aware that there is a teacher shortage and Casual teachers are extremely hard to come by even without the impact of Covid. This results in classes having to be split across other classes in their Stage. Whilst it may make the other classes large in numbers of students, because we have collaboratively planned Stage based teaching and learning programs it means that students will join in with that class from the same program.

Our PLSP (Personalised Learning Support Planning) Meetings have started and will continue into next week. Students are generally recommended for a Personalised Learning Support Plan when they require learning and support beyond the usual classroom adjustments for behavior and/or curriculum. Typically these students also have support from external health providers. This year, the families of 35 students were invited to a PLSP Meeting.



I am a big believer in Student Leadership for building the potential and capabilities of students, but also for setting the culture of responsibility and respect within the student body. This year, the school is paying for our 17 strong Student Leadership Team (Parliamentarians and House Captains) to attend the National Young Leaders Day next week at the International Convention Centre in Darling Harbour. I also had my first 'Recess with the Principal' with the Student Leadership team last week. Enabling student voice in decision-making that affects their learning and wellbeing is valuable. Hands down, the only thing the students really want is an upgrade to the toilets. Having P&C support to enable this would be brilliant and Adam has been provided with a quote from Assets.

I am looking forward to working closely with the P&C this year. If I am not available for association and sub-committee meetings, I may delegate another staff member to attend.

Last week I attended a Webinar on Deformation, Social Media and Schools. This has implications for FaceBook pages or other Social Media which bear the name of the school. This will need to be discussed with the P&C Executive and decisions made in the near future.

There were further discussions around Facebook year groups. Most parents find these very helpful however there are issues with connections to content and the school. If certain naming conventions can be adopted, this would allow a separation between the Facebook group and the school.

In response to discussion about splitting classes:

We try to find Casuals the minute we know about teacher absences. There is a central booking system which we use also. We continue to try to get Casuals until 10am each day. Therefore it is not possible to advise parents about a split class ahead of the school day as we often don't know until the bell goes.

D.Walton discussed the ventilation audit. M.Santillan advised the standards have again shifted however all windows are open and screened. Doors are also open.

**9. General business**

- a. Recent mail correspondence – N.Donnelly requested A.Hill review the childhood survey email.
- b. Insurance update - N.Donnelly provided the final quote of \$1,559 for both P&C and BASC sexual abuse cover. We will proceed with this cover.

**10. Date of next meeting**

Wednesday 6 April 2022

**11. Meeting closed at 9.15 pm**

Items for the agenda to be emailed to [comowestpandc@gmail.com](mailto:comowestpandc@gmail.com)

You can become a financial member for the year at any time by completing a



## COMO WEST PARENTS & CITIZENS ASSOCIATION

Wolger Street, Como West 2226

Phone: 9528 9007

Fax: 9528 3482

membership form and paying the annual fee of \$1, this will allow you the right to vote on important matters as they arise throughout the year. Please see the office or email us for a form. All are welcome to join!



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