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| **MINUTES OF ORDINARY MEETING**  **Monday 4th March 2019** | | | |
| **ITEM NO.** | **SUBJECT** | | **ACTION** |
|  | **Meeting opened:** 7.32 pm | |  |
|  | **Committee members present:** Nicola Enz Quealy, Annette Bass, Luke Anthony, Ben Russell, Jenna Neale, Belinda Barsoom, Kate Drury  **Others present:** Rhiannon Wall, Tayla Ford | |  |
|  | **Apologies:** Bikki Gavric-Fretten | |  |
|  | **Confirmation of previous minutes:**  **Accepted:**  Ben Russell | **Seconded:** Nicola Enz Quealy |  |
|  | **Amendments to minutes:** None | |  |
|  | **Business arising from previous minutes:**  Beautification of gardens: Ready to commence work. Ben will see Kate this week to get it started. | | **BR** |
|  | **Correspondence In:**  None | |  |
|  | **Correspondence Out:** None | |  |
|  | **Treasurer’s Report (RO):**  Bank balance on 3/3/19 - $14,253.30  Income since last meeting (19/11/18): $5,034.35 (uniform shop, Cadbury’s fundraiser and colour fun run  Expenses: $18,012.31 (uniform shop, colour fun run, playground markings, year 6 farewell, flowers and gifts for P&C members and Dannielle Fuller)  Cadbury’s Fundraiser – Profit $2,127.72  Colour fun run – Profit $1300.23 | |  |
|  | **Uniform shop report (JE):** New hats – 84 old hats left. To try and get rid of them we sold the new hats at $18.00 to offset old hat loss. Or parents could pay $20 and get new hat and old hat for a spare. Class list is being kept of who has new hats and who doesn’t.  Can we advertise the sports skorts?  There is a lot of stock. Committee agreed to sell bootleg pants for $20.00 if purchased before winter as there is quite a bit of excess stock of these. Cost price for these is $18.48.  The Uniform Shop is next open on 21st March.  The committee agreed that because it is difficult to find volunteers and have a regular opening day, we will move to an online ordering system only.  One of the parents ordered stock off the old website. We need to make sure the old website is inaccessible. | | **JN**  **KD** |
|  | **Fundraising:**  Election Day BBQ **–** Nicola will organise the BBQ and cake stall.  Ben said Engadine Lions Rugby Club is intending to run its BBQ like a Bunnings BBQ is the school interested in doing that and taking the profit?  St George recycling - the SRC wants to run a Return and Earn scheme.  April 12th – Easter Hat Parade.  Mothers Day event on May 10th – afternoon tea? See what we have left over from the stall last year and decide on a plan.  When events are planned we need to make sure they don’t clash with other events, such as the Mothers Day event being held on PSSA Friday.  There won’t be a fundraising sub-committee.  When money is going to be spent the committee must be consulted. Invoices will not be paid unless there has been prior consultation.  Colour fun runto be run in-house this year.  Movie Night – are we going to do this before Easter?  Bunnings BBQ **–** Do we want to do this again?    Grill’d – Do we want to apply to be part of the bottle top charity? | | **NEQ** |
|  | **Principal’s Report:**  I want to offer a warm welcome to the new parents and carers joining us this evening and offer a hearty welcome back to our returning parents and carers! Putting in extra hours to attend meetings and run fundraisers can be a thankless task but makes such a difference to the experience of our students which is what it is all about.    The 2019 school year has begun exceptionally well at Menai Public School. Returning student numbers enabled us to form 4 classes: a K/1 with Miss Wall, a ½ with Miss Ford, a 3/4/5 with Mrs Kertemiou and a ⅚ with Mr Hallworth. More importantly, we were able to form classes in line with the best possible outcomes for our students rather than just on numbers - such as a K/1 and a 3/4/5 - thanks to the unwavering commitment of our wonderful teachers. All students have settled very well in to their new class and routines and learning has been able to commence with enthusiasm and high expectations.    2018 recruitment means we filled all vacant permanent positions across the school - 3 classroom teachers (Mrs Tracy, Miss Wall and Mrs Kertemiou) and our SAM, Mrs Jo Holmewood however Jo’s promotion to the SAM role means her one day a week role as SAO now goes unfilled. At this stage it is being filled on a temporary basis by Mrs Mel Robinson. We have been able to re-employ our temporary teachers Miss Ford, Mrs Messiter, Mrs Ullrich and Mr Hallworth through maternity leave, leave without pay, principal relief funds and additional school entitlement allocations.    Integration funding support received for three students across the school, coupled with school funds to support the learning of all students has enabled us to re-engage the services of our two student learning and support officers, Kerry Britter and Emma Goodfellow.    So our core classroom-based team remains unchanged from 2018 and I think our students are benefiting greatly from the consistency and collaboration between all members of staff. We have welcomed three new members to the MPS family though - Steve Embley our crossing supervisor, Tristan Bray our chaplain and Brendan Sexty a Sydney region PBL coordinator based at MPS. The addition of these gentlemen serves not only to give Cameron some male support, but also to give us renewed opportunity to offer our existing programs across the school and connect with our wider community.    We have a renewed commitment to boosting our profile in the wider community in 2019; we spent the end of 2018 working with our local pre schools and long day care centres to understand what they would like from us in terms of connections and support for their families prior to making the transition to school. We have maintained our already strong connection with our local community of schools - Alfords Point, Illawong, Tharwal, Bangor, Woronora River, Menai High and LHCS to offer extension classes K-6 across a variety of interest areas such as STEM, Art, Literacy and Environmental Education.    Our BASC completed their move into the MPS grounds over the summer break and are operating happily out of larger premises in E block. Additionally, we have been able to establish relationships with the range of community users who previously rented the council building and were keen to find a new home for their services here at MPS. We have been able to rent out classrooms and our hall to the various service providers in order to meet their needs and raise some revenue in the process. Not all of the tenants are long-term or ongoing (such as Bricks 4 Kidz who only operate during vacation times at this stage), but the relationships have now been established and that gives us an opportunity to nurture and grow it.    The canteen has kicked off another successful year with lots of exciting campaigns in the planning such as excursion packs and our Easter eggstravaganza on the last day of Term 1. The breakfast club has continued with the support of Woolies at Menai who provide us with a $30 gift card each week, and our chaplain, Tristan, oversees the weekly supply and running of the service. Scripture began last week, the Kids Hope mentoring program returned for another year and this morning I sent 4 of our students off to Stewart House at Curl Curl for a two week, life changing stay. Our band of Fitzroy reading volunteers continue to give up 2 hours every Tuesday to assist in the literacy development of our students in Years 1 - 5; the family relationship course GOT IT will kick off in Term 2 with 6 of our families and Mrs Tracy and I are working on a parent helper initiative designed to train up potential volunteers among our parent and carer population to hear children read on a regular basis.    Choir with Miss Ford and Mrs Messiter has started the long road of rehearsals for the SSSMF, dance lessons will begin with Miss Trish in Term 2, the SRC have started meeting and planning their first fundraiser and Mr Hallworth will be kicking off skipping for fitness on Tuesday mornings very soon. We have 6 students heading to the Zone swimming carnival tomorrow and winter PSSA teams will be organised soon. We are the host school for a PETAA literacy event in Week 11 and will welcome teachers from across Sydney into our little school and we are a voting centre for the upcoming state election where we will be holding a BBQ and cake stall in conjunction with the canteen.    Our school plan is being developed in line with the second year progress of our three-year plan (2018-2020) and I have had very productive and inspiring meetings with staff over the past week, learning about their goals for the year ahead and how they will have a positive impact on the broader vision for our little school. Key to all of these plans, the success and engagement of our students is our relationships with parents and carers. All efforts are being made to have open, explicit and supportive conversations around school fees, behaviour expectations and learning needs. We can plan every opportunity under the sun for our students, but unless they are costed appropriately, attended and engaged with deeply and address the wide spectrum of learning needs of our students, then that planning is futile. We pride ourselves on being a small school where each and every one of our students is known, valued and cared for. Our decision making and communication with parents and carers must reflect this in everything we set out to do.    We are in a great position in 2019 to collaborate closely with students, parents, carers and the community to continue to drive connectedness and growth across our school in the pursuit of a fresh and dynamic face for Menai Public School and I look forward to working with all of you to achieve it. | |  |
|  | **General business:**  The P&C presence on the website – it has migrated to a department platform and some functions need to be added and taken away. Mel is in on Wednesdays and will be updating the website. Find out from Mel when it will happen as Google Drive may be a way for the P&C to collaborate.  Committee agreed to create private closed Facebook group for the P&C.  Kate asked if the committeee was happy for the school to have a class contact list for each class. It would be optional to be on the list. Committee agree that’s fine.  Square Reader – get the details off Jenna.  Nicola suggested we create a vision statement. Homework for team to think about so that we collaborate and are on the same page. | | **KD**  **NEQ** |
| **13.** | **Date of next meetings:**  1st April, 13th May, 17th June. | |  |
| **14.** | **Meeting close** 9.00 pm | |  |

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President Secretary