

Informal Minutes of Kegworth P&C Meeting, 18th March 2020

1. **IN ATTENDANCE:** Karen Laing, Jennifer Vincent, Tessa Morrison, Dustin Blagg

2. **APOLOGIES:**

3. **MINUTES OF PREVIOUS MEETING:**

4. Guest Appearance

- N/A

5. STANDING ITEMS

5.1 PRINCIPAL:

- N/A

5.2 TREASURER:

- Thanks Hilary for the Treasurer's report
- Xero/Commbiz processing seems to be going well
- Query on the status of auditing 2019 accounts
- We will need to look at what was spent for the FARE, I need to confirm if we want a refund for the security
 - Karen sent Hilary an email about querying this - Do we want a refund of the full amount, better in our account?

5.3 INFRASTRUCTURE AND MAINTENANCE:

- Paint job is looking great. Any timeline on the main admin building?
 - General agreement with the Exec that the painting going well

5.4 FUNDRAISING AND GRANTS:

- Mother's Day Stall, Karen has purchased approx \$1K of stock, perhaps we advertise what is available and can do Flexischool orders or equivalent to avoid big groups / lack of volunteers?
 - Agreed that it's a good idea. Flexischools should be able to handle it.
- Perhaps we can put some dates around this that are quite tight so they can order and then get the gift delivered to the class the following day or something. I imagine this will only be possible if the school is still operational at the start of term 2 or do you think it's worth trying to get some merch sold now?

5.5 UNIFORM ROOM:

- N/A

5.6 MUSIC SUB-COMMITTEE:

- N/A

5.7 SPORTS SUB-COMMITTEE:

- Thanks Tessa for the draft 2020 plan. You have done an amazing job pulling this together and there's a lot of really good stuff to work on once people are allowed to get together and do stuff in groups again.
 - It is amazing to have parents engage in something they are interested in.
- Is there stuff we can work on in the meantime? Can we try and locate someone in the Kegworth community from each of the local sporting clubs just to keep us in touch with any news from them (don't have to have an official position with that club, just pass on any info they get about rego dates, COVID-19 updates etc) We can start working on the directory which i think will be great to have once things get back to normal (whatever normal looks like)

- Walk to school day is scheduled for May - would be great if that could be added to the official school calendar
- Thank you Belinda for the changes to the school cross country (including all Year 2s) . Hopefully that can stay in place next year when they get to run.

5.8 ENVIRONMENT & SUSTAINABILITY SUB-COMMITTEE:

- No updates forthcoming from the committee at this stage

5.9 SAFETY AND TRAFFIC MANAGEMENT:

- N/A

6. ACTIONS FROM PREVIOUS MEETING

Status

6.1 Signage on Fences

- No update here, it was an idea to generate income, perhaps we can discuss this considering we may have limited fundraising opps in 2020
- Is this something we could discuss with Cat and Kegworth Times to look at options there? Not quite signage on fences, but it's another channel? Would need some work to define guidelines and provide transparency on how that would work.

6.2 P&C Executive Succession Planning

- Concern raised about fundraising
- From the last meeting we discussed sending out some friendly comms that described the roles and what we do for the school to send out to the school community.
 - Karen has a draft to - follow up
- Tessa took the opportunity at the sport committee meeting to give the enthusiastic people there a gentle nudge in the direction of the broader fundraising job - from memory there were a couple of cautious "I'll think about it"s
 - Tessa, can you add anything there?
- Possible fundraising fatigue but if we can be specific with our objectives we may be able to get a few more onboard.
- This year is going to be a tough year given the economic climate. A number of vouchers from local businesses were offered for the FARE but will be offering to return them or see if they can extend the date depending on if we can do the FARE later in the year.

6.3 Clarifying P&C's role within community

- This was found on the P&C Fed website:

"The objects of a P&C Association are

	<p>to; promote the interests of the school by bringing parents, citizens, pupils and teaching staff into close co-operation; assist in providing equipment required by the school; report to the Minister the material requirements of the school; assist the teaching staff in establishment of school policy and management in all facets of school activity.”</p> <ul style="list-style-type: none"> ● We can be a conduit for the parent/carer community views to the school exec (on matters of policy/general issues - individual issues should always be taken up directly with the school through teacher/exec channels), and also a conduit for parent/carer community views on OOSHC now that it is privately run but still serving the school community (again, on matters of general interest, individual issues should always be taken up directly with Team Kids) ● Tessa also asked about clarifying our role RE: COVID-19 queries/ messaging <ul style="list-style-type: none"> ○ Given the mixed messages flying around already and the rapidly changing environment, we should refer all queries to the school, and support its messaging ● Agree with issuing something from the P&C clarifying our support
<p>6.4 Grants for 2020 Update</p>	<ul style="list-style-type: none"> ● No progress at this stage ● We have some documents in Dropbox that we can dig up and present. We were going to look at which grants we'd done in the past and some of our responses. Yes, I just need to check it out in Dropbox and build on what we already have, Karen had a list started already. ● The Inner West Council was putting on a session around how to apply for grants and what grants are on offer. Cat has a friendly rapport with Darcy who might be able to help us get more info. <ul style="list-style-type: none"> ○ Jamie Parker does a similar session each year directed at the Community Building Partnership grant applications
<p>6.5 FARE Update</p>	<ul style="list-style-type: none"> ● Vote of thanks to Robert, Karen and the FARE committee for the enormous effort you have put in to date. Boo to

	<p>COVID-19 for putting a spoke in our wheel, but we will roll on when conditions improve.</p> <ul style="list-style-type: none"> • Karen will pass on the feedback. Based on current advice, live shows are rescheduled to October/November. There is doubt a Spring FARE is viable, we will need to make some tough decisions soon. Also raffles may be canned as the top floor of the pub is closed. • I wonder if it doesn't look like we can go ahead full scale perhaps we can do something on a smaller scale that also helps out some of the local businesses that have been generous to the school over the years? Like a Xmas twilight market perhaps - kids can play music, we do the food and charge a really small site fee.
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7. NEW BUSINESS	Status
7.1 COVID-19: Updates and concerns	<ul style="list-style-type: none"> • Thank you to Belinda and the school staff for the enormous effort you are putting in as this situation unfolds, rapidly changing from day to day (and sometimes hour to hour). The P&C supports you in your efforts to maintain a safe, positive, productive learning environment for our kids, and in preparing for different eventualities • Per Tessa - it's good to know specifically if things are being cancelled/postponed/rescheduled (where the school knows that) • Is there more that we as a P&C can be doing to support the school? • Is there anything P&C can do in terms of Team Kids - is it best to leave that to discussions between school and Team Kids or is there something else we can do? I don't know what relief is available to them as part of the stimulus package or other support strategies and whether there is more we could do to make sure they are able to carry on if there's school closures (or even without school closures people withdraw their kids).

8. OTHER BUSINESS