

Minutes of Kegworth P&C Meeting, 19th August 2020

1. **IN ATTENDANCE:** Dustin Blagg, Karen Laing, Christie Bax, Tessa Morrison, Leon Berkelmans, Robert Khoury, Jennifer Vincent, Ali Guirrero, Chris Burgoyne, Jessica Cornock, Belinda Perih, Hilary O'Dwyer, Anna Curtis, Sara Padgett, Catherine McVeigh

2. **APOLOGIES:** Celia Morrison

3. **MINUTES OF PREVIOUS MEETING:** Approved by Jennifer, seconded by Tessa

4. Guest Appearance

- N/A

5. STANDING ITEMS

5.1 PRINCIPAL: (see also Principal's report attachment)

- Belinda thanked the P&C for the gift basket for all of her hard efforts as part of managing COVID changes
- Discussed changes to restrictions the DoE are enforcing due to COVID
 - More information is still to be released above and beyond those outlined in the Principal's report
 - Question raised that these restrictions are for Term3. Has the DoE sent details around Term 4 restrictions and/or length of current restrictions? Nothing has been communicated to the school(s) at this stage
 - Belinda has been in contact with Team Kids about how they manage the cross stage restrictions. Mostly not a concern as the activities have been moved outside, restrictions mostly apply to indoor activities. Team Kids are managing based on guidelines provided to them.
- New Curriculum Reform
 - Belinda has seen a review based on the new curriculum but reports that a draft syllabus has not been released at this stage
 - More information will be communicated to everyone as it becomes available
- Lords Road development
 - The developers and the project manager have been very engaged with the school and are working closely to minimise disruptions to the classes and children
 - Review of the plans show that windows from the double storey buildings face into the property, not onto the school grounds
- Class structure
 - At this stage it's looking at a 14 class structure for next year
 - Still early days at this stage and will need to be reviewed. Waiting on forms still to be returned.
 - Should have a better view early term 4
- Belinda dropped off at 7:54pm - disconnected, update was continued shortly thereafter

5.2 TREASURER:

- Question raised to Hilary about the impact of COVID, has there been an impact to our income?
 - In short, yes as we've not been able to perform our main fundraising (Autumn FARE)
 - Hilary could look at providing year on year comparisons
 - Question on whether this coming year we look at trying to match previous years' contributions to the school? Or do we look at providing a smaller contribution to the school this year to allow possible ongoing contributions with the uncertainty of additional fund raising?
- The consensus of the committee was that we should look to provide additional communications to the school community around funding and decisions around how we allocate funds
 - Possibility of providing a draft budget to present back to the parent community that outlines current commitments and any expected shortfalls

- Further discussions around what the budget will look like
 - ACTION: Discussion item for next P&C meeting in September

5.3 INFRASTRUCTURE AND MAINTENANCE:

- Painting
 - Will be completed, but waiting on the contractors to come back from another job
 - Roof required to be fixed first - now complete
 - Insurance work to occur to cover internal fixes

5.4 FUNDRAISING AND GRANTS:

- Community Building Program
 - Paperwork has been completed and should be received shortly
 - Belinda waiting to be contacted from Assets to start the work
 - AMU haven't withdrawn the funds yet, Belinda will inform the P&C when to release our contributions
- A lot of grants have changed their timings recently making it hard to create a calendar
 - Requires ongoing review of grant as they become available
- Question raised again about who to drive fundraising, especially in the
 - Tessa volunteering to put together a plan
 - Jessica Cornock volunteering to assist and provide ideas
 - Ideas being floated include:
 - Pre-purchase tickets for things like wine tasting kits, and cheese plates - do virtual cheese and wine tasting during a trivia event
 - Put on motivational speakers/comedians and charge for attending
 - Online auction for books/wine that we already have in stock
 - Run or ride 20km in a month or something for the kids? Small fee for sign-up but we could have a virtual leaderboard or the like.
 - Virtual concert - Parents to live stream and pay a nominal fee to watch
 - Anyone else interested to contact Tessa
- FARE Update
 - Unlikely that 2021 is going to go ahead - Meeting was held whether it was viable and decided between Cat, Robert, Karen and Belinda that it wasn't legally viable in the current environment
 - No idea when the restrictions would be lifted to allow it to go ahead
 - Logistically could turn it around in 3-4 months but there is concern that the attendance and spend would be insufficient to justify the effort - some concerns being the ongoing fear from the community in attending large events such as the FARE

5.5 UNIFORM ROOM:

- Flexischools appears to be working well
- Secondhand uniforms appears to have moved onto Facebook in an informal way

5.6 MUSIC SUB-COMMITTEE:

- Financially, no real income from music fees and fundraising, but no real outgoings at this stage
- Music fees for Term 2 were waived. Term 3 may need to be partially waived. Will have updates sent when decision is made
- Main focus on the music program is on keeping kids retained and engaged
- Looking like no performances until later this year at the earliest, possibly not at all
 - Trying to look at ideas to allow the kids to perform to recognise their efforts
- Music committee would be willing to relinquish the Trivia Night idea to the general P&C fundraising
- Further conversations to be held at the Music Committee about options to pull together kid performances

5.7 SPORTS SUB-COMMITTEE:

- Tessa started putting together registrations but it's in a bit of a mess. Probably looking to push to 2021 instead.
- Father's Day stall is under way. Probably won't be a big fundraiser but is seen as more of a community event

5.8 ENVIRONMENT & SUSTAINABILITY SUB-COMMITTEE:	
<ul style="list-style-type: none"> N/A 	
5.9 SAFETY AND TRAFFIC MANAGEMENT:	
<ul style="list-style-type: none"> 	
6. ACTIONS FROM PREVIOUS MEETING	Status
6.1 P&C Executive Succession Planning - Standing item	<ul style="list-style-type: none">
6.2 School donation drive - Updates on Building Fund	<ul style="list-style-type: none"> Covered by Belinda's update.
6.3 P&C Virtual meetings - Technology, protocols and considerations for hosting virtual meetings ongoing	<ul style="list-style-type: none"> How do we distribute the meeting agenda, reports and meeting details more broadly to the whole school community? <ul style="list-style-type: none"> Send the agenda to school office to be included as part of Skoolbag announcement Dustin to work with Karen, Jessica C, Ali and Chris to work on driving all comms and interactions through the P&C web site Creation of a FAQ for joining the P&C <ul style="list-style-type: none"> How can you be part of the P&C? How do you add an item for discussion at the next meeting? I can't attend but want to submit a comment on an agenda item - how do I do this? Will I have to commit to helping on a committee if I attend? Grant access to Ali to allow her to update
6.4 Plans to re-engage school community post COVID-19 - Increasing the P&C committee voice and relevance for the end of year and beyond	<ul style="list-style-type: none"> Agreed that this is mostly a communications exercise - plan to send out a P&C newsletter to help engage and inform the broader school community of our efforts and goals
6.5 School Trivia night - Will this be onsite or virtual?	

7. NEW BUSINESS	Status
7.1 School Fundraising - Updates on FARE and other fundraising strategies	<ul style="list-style-type: none"> Refer to 5.4 Fundraising and Grants update above
7.2	<ul style="list-style-type: none">
7.3	<ul style="list-style-type: none">

8. OTHER BUSINESS

- Having a timeline around on the agenda for the meetings - need to formalise this and send out early enough to include in Skoolbag to allow more parents to attend.
 - To also include how to find out information on how to attend the virtual meetings

Meeting ended 9:12pm