

Amaroo School P&C Association

Meeting Minutes

Monday 3rd June 2024

Amaroo School, Katherine Street, Amaroo

Open: 7:17pm **Closed:** 8:55pm



Meeting Minutes

1. Procedural/Administrative

- **Business arising from previous meeting:**

- Chalkboard updates for canteen – Primary\Secondary Principal – To follow up
- Canteen renovation update – covered in Principal report
- Fundraising Target for year – covered in Principal report
- Canteen food classification – covered in Canteen report
- Flexischools publicity/handout
 - o Short message approach agreed
 - o Golden ticket in week starting 17th June (Week 8)
 - o Golden ticket will cover both lunch and uniform orders as entries

2. Presidents Report

- Canteen Break In:
 - Cost of <\$500 in stock, additional wages and reduced day earnings
 - School has rectified all building damage
 - Appreciated school assistance
- Government considering managing school canteens under a Whole of Government approach. The P&C Council is developing a submission for Government.

Action: President to circulate additional information for discussion next meeting.

- Propose organising P&C discussion and topic in Community Room (Uniform shop) around drop off/pickup time.
 - o Consider if school would like to present on discussion topic too
 - o Can discuss P&C current agenda and topics for feedback/discussion
 - o Open discussion (Cuppa & Yarn) on what the P&C does and what else we can do to help.
 - o Concept supported

Action: President to follow up and work out time and format for trial

- P&C Activity Plan updates
 - o Mother's Day stall feedback – BBQ by G10 was well received. Some opportunities to streamline for next time but keen to support further.
 - o Golden ticket planned for Week 8 Term 2 – week starting 17th June
 - o Election BBQ
 - Request if Home Economics would like to contribute to baking
 - Proposed take home recipe and plastic tub for baking suggestions to school community
 - Will include dietary options as well.

Amaroo School Parent and Citizens Association Incorp.

- Need to consider managing health standards to cooked goods is best.

Action: President to find out additional information on pre-set recipe and container approach

- Disco/BBQ Term 4
 - Propose 15th November pending confirmation from school – Principal
 - Support earlier sensory disco option
 - Proposed P-k have disco in school time with take home snack and then run disco 1-3 and 4-6 in evening.
 - Considered quiet area at main disco but may be difficult to control/manage

3. Financial Report

Treasurer presented financial summary as at 30 April:

- Expenses similar to last year
- Wages increased slightly and additional staff this year.
- Minimum wage increase of 3.5% to be applied
- Planned to purchase hats in Term 3
- Income:
 - Disco \$1,441.26
 - Mother's Day stall \$785.45
- Expenses:
 - Uniform Shop Hoodies– Approved out of session.
 - Planned Father's Day gifts for Term 3 stall
 - Workers' compensation insurance and Council fees

Canteen requesting stand up freezer for easier access by staff to chest freezer.

- Initial request for 1 freezer in addition to chest freezer
- Discuss benefit of trading in chest freezer and purchasing 2 standing freezers. Lower electricity costs as newer and easier access for all freezing space. Staff need to assess space, costs to determine best option.

Approve: Funding for up to \$7.5K for 1-2 standing freezers as determined by canteen manager approved. Seconded

- Need to manage electrical load with new equipment.

4. Preschool Subcommittee Report

- Picture Plate orders to be open to P-2
- All picture products to be available
- Finalising notes for handouts and organising onsite times
- On track for order and completion
- Discussed if payment should be pre or at order submission but resolved easier to coordinate payment at order submission

5. Canteen Report

- Information on minimum wage increase and superannuation guarantee distributed to staff
- Canteen menu now includes all ingredients and updated dietary advice
- Working through placement of photos of all Canteen products on Flexischools
- Current Canteen phone on 3G and needs to be replaced. Agreed.

6. Executive Principal's Report

Principal provided summary of school events:

- 2023 Board report uploaded & published on school website
- Current students 1812 and staff 202
- New newsletter format is going well

- Focusing on communication including updating front sign, and Facebook updates
- Appreciate P&C sharing school Facebook posts. School is reciprocating.
- Request if P&C could focus on sharing post images, not email text to keep the messaging consistent.
- Confirmed Facebook comments are turned off
- Canteen upgrade update
 - Canteen refurbishment is progressing. The school is seeking additional funds as costs have increased since initial scoping of the project.
 - P&C will work with school Business Manager to service the canteen roller shutters.

Fundraising target for P&C proposed as library pending school approval

- School support Library uplift.
- Discussed that new shelves that are lower (so can see students) would be beneficial and open the space.

Agreed as 2024 funding target for P&C

- Break-in follow up with police is ongoing. In addition, security review to consider opportunities to improve school infrastructure and procedures to further reduce risk being undertaken.
- School has been approved for 2025 Japan trip with 25 students from Year 10.

7. Other Business

- Chrome book use in split classes – free time perception – parent query
 - Principal discussed how split classes are organised and that Chrome books would have recommended activities to complete. Free time would normally constitute additional specified activities.

8. Meeting Close – 8:55pm

Next meeting – Term 3, 26th August 2024

Meetings 2024:

- Term 4: 18th November 2024