



Kiama P&C Inc. MEETING MINUTES

Date:	19/06/2023
Time:	6:00pm meeting opened by Bek McAlister (followed by Cathryn Lyall)
Place:	KPS Library

1. WELCOME AND PREVIOUS MINUTES

1.1 Welcome and opening remarks

Executive members were present. Determination of a quorum present to proceed with the meeting was declared and the meeting opened at 6:00pm.

1.2 Acknowledgement of Country

KPS P&C acknowledges the Wadi Wadi people of the Dharawal nation, the Traditional Custodians of the lands on which we live, work and play. We Recognize their continuing connection to country: land, water and community, and pay our respects to Elders, past, present and emerging.

1.3 Apologies and welcome to new members

Attendees:	Cathryn Lyall – (President, CL), Bek McAlister (Vice President, RM), Klaas van Alphen (Treasurer, KV), Leah McDonald (Vice President, LM), Sarah Webb (Co-Principal, SW), Melinda Prior, Donna Anderson, Peak Sports & Learning Representative Telisha, Matt Menegazzo, Julie Countee, Tami Woolley, Beth Horner, Caroline Jones
Apologies:	Gulcin Topel Gurel, Darren Fernandes, Belinda Meier

1.4 Approval of Minutes

Minutes from the previous Meeting were only made available on the P&C facebook messenger group due to changing of the guard with Secretarial duties. Future minutes will remain to be communicated via school website and eNews to all P&C members for verification of accuracy and to facilitate task assignment.

Motion: *That the minutes of the previous General Meeting held on 15 May 2023 be accepted with one amendment to bank account figure noted in item 2.3.*

Moved: RM

Seconded: KV

1.5 Matters Arising

No New Matters

2. EXECUTIVE REPORTS

2.1 President's Report

Cathy welcomed all to the meeting. Cathy advised that Tami Breadner has finished in her role as Secretary of the KPS P&C. Leah advised that she has distributed a call to action through the school channels and 2 responses were returned, one interested in the ordering role for Mothers/Fathers Day stalls and one for VP/Treasurer. Cathy gave a reminder to all to engage and promote membership in the P&C as on VP and the Treasurer roles will be vacant at the 2023 AGM. The executive have revisited events for this year in an effort to continue fundraising efforts. A big thanks to everyone for being involved with our small but engaged P&C.

2.2 Principal's Report



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Co-Principals: Natalie Marshall and Sarah Webb

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Principal's Report June 2023

Staffing

Natalie Marshall will be returning next Semester. I will continue in the Co-Principal role.

Mr Boyd will be returning to 2BF fulltime, and Mrs Alana Mellor will be returning one day a week to work on 5/6D for Semester 2.

Miss Georgia Sellars will be taking leave for Semester 2 and Mrs Donna Anderson and Mrs Ally Ferguson will be stepping into the Learning and Support role. Mrs Anderson will be co-ordinating the Learning and Support Team.

Starting in NAIDOC week, we will be engaging a Cultural Education Officer to support Aboriginal Education and our students to connect with cultural. Aunty Jodie Stewart will be working every Wednesday for the remainder of 2023.

School Bytes

We will finalise transitioning over to the financial systems for School Bytes. Tomorrow, Tuesday 20 June we will go live for payments.

Moving forward, when making a payment online, you will be redirected to a **Service NSW** page to complete an online payment. This is the new payment platform online as directed by the NSW Department of Education.

Reports

Semester 1 student reports will be distributed via students on Friday 23 June.

School Grounds

- Quad A COLA had clear panelling replaced.
- Garden behind ~~Bombo~~ building is due to be cleared early Term 3 (Week 2) to support the re-development of the space. This is the site planned for our Bee project to be established.
- Junior school play equipment to have soft-fall replaced.
- Senior school playground to be reviewed.
- Hall lighting, external sound systems and internal systems have been upgraded.

External Validation (EV)

Every 4 years (5 years in this cycle due to delays with COVID) schools undertake External Validation. This process involves the school providing evidence to a panel, including 2 peer principals) against the 14 elements of the School Excellence Framework. Since 2018, during our last EV, our school has developed and made progress in 7 of the 14 elements.

Elements	2022 Assessment	2023 Assessment
LEARNING: Learning Culture	Sustaining and Growing	Sustaining and Growing
LEARNING: Wellbeing	Sustaining and Growing	Excelling
LEARNING: Curriculum	Delivering	Sustaining and Growing
LEARNING: Assessment	Sustaining and Growing	Sustaining and Growing
LEARNING: Reporting	Sustaining and Growing	Excelling
LEARNING: Student performance measures	Delivering	Delivering
TEACHING: Effective classroom practice	Sustaining and Growing	Sustaining and Growing
TEACHING: Data skills and use	Sustaining and Growing	Sustaining and Growing
TEACHING: Professional standards	Delivering	Sustaining and Growing
TEACHING: Learning and development	Sustaining and Growing	Sustaining and Growing
LEADING: Educational leadership	Sustaining and Growing	Sustaining and Growing
LEADING: School planning, implementation and reporting	Delivering	Sustaining and Growing
LEADING: School resources	Sustaining and Growing	Sustaining and Growing
LEADING: Management practices and processes	Sustaining and Growing	Sustaining and Growing

School Events Term 2, 2023

- SRC Camp Quality Fundraiser
- National Sorry Day
- Reconciliation Walk
- Meet the teacher sessions for Mrs Menegazzo and Mr Palladino
- PSSA Netball Knockout Gala Day
- PSSA Soccer Knockout Gala Day
- Stage 2 Excursion to China Town
- MutliSports Day at Bomaderry
- Regional Cross Country
- PSSA Touch Knockout Gala Day
- Regional Public Speaking Competition
- Netball School Cup
- Athletic Carnival
- KPS Chess competition

Sarah Webb
Relieving Principal

2.3 Treasurer's Report

Insurances and P&C Membership due to be paid August 2023. Klaas advised he has commenced preparing for the audit ready for the AGM.

Correction from last minutes - Currently \$28,800 in the P&C Bank account. Not \$38,800 as previous minuted in May.

2.4 Sub Committees and Representatives

2.4.1 Fundraising and Events

2.4.1.1 Pie Drive – Queen's St Bakery booked in for Monday, August 14th. Leah has submitted info to Flexischools for online ordering in addition to paper forms being distributed. Much bigger menu with more sweet pies this year. Orders need to be submitted Monday 24th July. P&C will put out EOI for 3-6pm, Caroline put her hand up to help with delivery. Need more people for packing of orders.

2.4.1.2 Father's Day Stall – Scheduled for Monday August 28th August to give more time to sell stock at markets and in the office after the initial school stall. Belinda and Eva to hand over to one new organiser (possibly two) for gifts.

2.4.1.3 Colour Run – In efforts to streamline fundraising events, Cathy proposed that Diwali Festival in November that may let P&C run a colour run to open the event. Proceeds to come from ticket sales and possible raffle. Event could be held on a Sunday at the Flat.

2.4.1.4 Kids Movie Night – Monday 8th September. Call out for a committee.

2.4.1.5 Parent/Community Event – Cancelled for this year due to other commitments from P&C.

2.4.1.6 Christmas Card Fundraiser – keep this on the agenda for a fundraiser later in the year

2.4.1.7 Comedy for a Cause – No longer on the agenda

2.4.2 Traffic Safety - No update

2.4.3 Grants – No update however Klaas advised checking CBP grants. Cathy to speak to the Leagues Club regarding resurfacing court tomorrow 20/6/23.

Sarah has secured grant for AFL jerseys for KPS Students

2.4.4 Sponsorships – Shirt design taking longer as we have Indigenous element to be added. The following will be reimbursed with P&C funds, if the Leagues Club are not able to assist with a grant: 20x Soccer shirts, 22x AFL shirts (no longer needed due to grant funding secured by KPS), 60x Representative Shirts. Total \$3,064 (discount may be available if bought as a pack)

2.4.5 Ethics – Caroline advised that all going well, appreciate teacher support when available to help with crowd control of students.

2.4.6 Special Support Sub-Committee – Keep on Agenda to generate interest/encourage parents to restart this committee

2.5 CORRESPONDENCE – Nil

3. GENERAL BUSINESS –

Agenda and communication to be sent by 24th July as per bylaws.

5. CLOSE AND NEXT MEETING

7th August AGM followed by regular meeting

Minute Taker:	RM
Signed:	Omitted in version submitted for online publication
Name:	Rebecca (Bek) McAlister
Date:	19/06/2023