

Kiama P&C Inc. MEETING MINUTES

Date:	05/09/2022
Time:	06:00pm meeting opened by Cathy 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 6:30pm.

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), Klaas van Alphen (Treasurer, KV), Bek McAlister (Vice President, RM), Leah McDonald (Vice President, LM), Sarah Webb (Co-Principal, SW), Melissa Kirk (Deputy Principal, MK), Julie McKenzie (JM), Kristy Urquhart (KU), Melinda Prior (MP), Tasha Ross (TR), Jared Pescud (JP), Frankie Pettigrew, (FP), Caroline Jones (CJ), Tami Woolley (Secretary, TW)
Apologies:	Belinda Meier, Nicole O'Brien, Beth Horner, Rachael Peedom, Fiona Arter

1.4 Approval of Minutes

Minutes from the previous Meeting were made available on the 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 20th June 2022 be accepted.

Moved: RM **Seconded:** CL

1.5 Matters Arising

No Matters Arising

2. EXECUTIVE REPORTS

2.1 President's Report



KPS P&C AGM: President's Report

As I reflect on the past 12 months and what we collectively managed to do as a school community, I am so heartened by the people here who do so much to ensure our children have the very best support, education, access to experiences and sense of community. Whether through supporting fundraising activities or volunteering within the school.

While covid continued to impact us all in 2021 and the first half of 2022 our school leaders and staff plus the P&C continued to find ways to engage with our families, guardians and friends.

We applied successfully for a grant to create sensory play areas in the school grounds with the final items installed as part of the natural playground rebuild. Klaas our Treasurer has many skills and he was instrumental in writing up the grant documents and shepherding us through the process- thank you for all that you do. We also added a regular section in the school newsletter focusing on news related to neurodiverse learners needs, and we hope to build on this with a range of other initiatives over time. We thank Caroline Jones, Claudia Basler Forbes and our own Bek Mcalister for all the work they are doing in this area.

The school cookbook was well received in our broader community in late 2021 with many families, staff and students providing recipes. The high quality print run had many of us running stalls at various markets in the lead up to Christmas and while we didn't elicit the sales we expected from our own families within school the support via paid advertising from businesses and restaurants in our town was brilliant. And while we still have stock to move, we learnt a lot and have stronger relationships with businesses in our community as a result. Leah is our spreadsheet Queen and she managed the very complex cookbook sales so very well. Shaye Luccassen who runs our school canteen also volunteered her time to ensure the recipes worked and made sense. Kaylene Derix our past Secretary in 2021 pulled the book together and I am sure you will all agree it is a really fabulous item- especially with all the photos taken around our own school by our staff.

We supported many initiatives with P&C funds within the school this past 12 months including: Healthy Harrold; Anti-Bullying Programme; the Fathering Project; NAPLAN Breakfast (2021); Library bags for Early Stage 1; Maggie Dent event; Netball uniforms; Chess clocks and school sport representative support at State and Nationals. And we had to get creative during lockdowns with fundraising opportunities. Belinda Meier came up with Crazy Socks Day which was a huge success at the end of 2021. So much so that it will become an annual event on our calendar and we sold all the leftovers at the markets in the lead up to Christmas. Belinda conceived of the event, found a fab sock supplier, worked out all the different size numbers and ordered them all. We are so grateful for all you

do Belinda but a huge thank you for this new fun event on our annual roster!

Nicole from Butchers Nook was the force behind our Easter Egg guessing competition and also supplied the huge chocolate filled egg jar. While we were still facing some covid restrictions in school this gave the kids a chance to participate in something fun and we thank you Nicole for all that you do.

Our Mother's and Father's Day stalls were again a huge success and we owe a huge thanks to Eva Kokklemans and Belinda Meier who have planned and co-ordinated these each year. They search for interesting items, negotiate great prices, package them up and then organise volunteers to run the stalls. We also ran extra stalls at the Farmer's Markets in 2021 & 2022 that elicited a wonderful response from the wider community and we are grateful for both the team at the Farmers Markets and the Kiama Business Chamber for giving us access to free stalls throughout the past year- they definitely helped us reach our fundraising goals. Thank you so much Eva and Belinda.

The annual Pie Drive is another popular event and again Leah's incredible spreadsheet skills were crucial in co-ordinating the ordering of over 600 pies from Gainsborough Bakery, the collating into the individual orders and then arranging volunteers to run the pick up times- and in the end hand delivering some of the orders.

The second hand uniform store is another activity that requires parent volunteers and is not only a fundraiser for the school it also supports families by reducing the cost of uniforms and supports the environment through reuse of items our kids have grown out of. We thank all the parents who have volunteered to run these over the year.

The ability to come onto campus again is something we have all been craving and the recent Open Day was another notable success. Feedback from families has been very positive and the P&C's BBQ sold out. A huge thank you to Nicole and Brendan from Butcher's Nook who subsidised the BBQ for us and for Troy at Parfait Patisserie who did the same for the bread. Brad our GA did a great job on the BBQ with parent volunteers and we hope to do more of these going forward.

Our big event for the year was our Drag Queen Bingo night at Kiama Leagues Club. Spearheaded by Bek who pulled together a team to support the event it was an absolutely fabulous night. Bek's friend and colleague Ellawarra hit the appropriate level of humour and wickedness and so many individuals and businesses donated items for our silent auction. It was a huge success raising over \$8,450 and we sold out the room. I for one am looking forward to next year's Bingo night and thank you Bek for the very long hours and effort you put into it. It was so much fun!

Look out for an epic sporting challenge in term 4 and of course the school disco is back this Friday for the first time since 2019. The theme is neon so get your glow on and please support your P&C and have a little fun with the kids at the same time.

Tami joined us as Secretary in late Term 2 and while it took a while to get up and running on the systems she is already making an impact. Tami and her husband Bart volunteer wherever they can at events and I thank you for putting your hand up for this role- we couldn't do this without you. We have really come together well as an Executive team and I so enjoy working with you all on this. We each bring skills and knowledge to the group and we all bring a passion for helping our kids school in as many

ways as we can. You all won't see the amount of hours this team puts in to meetings, developing event ideas, co-ordinating events and activities, applying for grants, reaching out to our community for donations and support, being a point of contact for many families including the new Kindy parents via hosting coffee mornings or milkshakes and hot chips in the park to being present at the kindy open days. It's fun to be so engaged in our kids school and yes- we do have a little fun outside school as well with a regular dinner each term with the odd cocktail or two :)

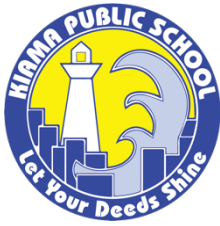
Going forward we are committed to finding ways to enhance the school experience for our kids. We have sourced a generous donation for new STEM equipment which Mr Pride has purchased and there is a follow-on donation of a similar size for 2023. We have applied for funding to the Leagues Club charity fund to assist with resurfacing the school courts for multi-use and we also support any students who represent the school at State and National level with uniforms or stipends as appropriate.

We always welcome new ideas and energy to the mix so please continue to support us in whatever ways you are able.

Every action makes a difference and we look forward to doing more into the end of 2022 and 2023.

Sarah & Mel- thank you for all your support this past year. We have really enjoyed collaborating with you and the rest of the staff. We have a wonderfully unique community in Kiama and your professionalism and focus on how we can best do more with what we have has been brilliant. Here's to an even better year to follow!

2.2 Principal's Report



Kiama Public School

67 Bong Bong Street

Kiama NSW 2533

Ph: (02) 4232 1471

Fax: (02) 4233 1438

Co-Principals: Natalie Marshall and Sarah Webb

Email: kiama-p.school@det.nsw.edu.au

September 2022

Principal's Report

Term 3 COVID-Smart Measure

- rapid antigen tests (RATs) for symptomatic testing and daily testing for close contacts returning to school
- maximising natural ventilation
- enhanced hygiene and cleaning
- strongly encouraging vaccination for students and staff
- staying home if unwell.

4 Week Blitz

Due to the increased cases of COVID-19 and other respiratory illnesses within the community, the department put in place a '4 week blitz', increasing COVID- smart layered measures. During the first 4 weeks of Term 3 we considered changing/modifying school events by

- Consider if the event/gathering can be postponed to later in the term or to Term 4 if possible
- Consider if your event/gathering can be held outdoors
- If holding an event indoors: masks are strongly encouraged for students, staff and visitors consider separating your students into cohorts and encourage physical distancing where practicable limit the number of guests attending where possible.

Recent Changes to COVID-19 isolation requirements

On Thursday 31 August, National Cabinet agreed to reduce the isolation period for COVID-19 positive cases from 7 days to 5 days, with the following caveats:

- This would apply only to people with no symptoms at day 5 of their isolation

- 7 days isolation remains for workers in high-risk settings including aged care, disability care, and those providing care in the home.

Natural Playground

The second stage of the Regional Renewal Grant playground upgrades have been completed including, leveling the bottom flat, improving drainage on the lower side and new turf. The school is still working with the company to make the lower gutter system safer for students to play near.

Staffing Updates

- Mrs Mellor began Maternity Leave. Louise Thiering is now teaching 5PM and 2BM 1 day a week.
- In 2023, KPS will have a new role, Assistant Principal, Curriculum and Instruction. Sarah Payne will start in this position in 2023.

Term 2 Events and Activities (Since last P & C meeting)

- Interschool Debating
- Kinder Reading- Parent workshop
- AFL Knockout Gala Day
- Netball Knockout
- Jump Rope for Heart Challenge- Jump off day
- Challenging Learning- Parent workshop
- NAIDOC afternoon tea
- Stage 1 Science Excursion
- Student Acknowledgement Day- "Yes Day" activities

Term 3 Events and Activities

- Dance2Be Fit (ES1 & S1)
- Life Education Van visit for K-6 students
- Stage 3 Gold Day Incursion
- Soccer Knockout
- Rugby League Gala Day
- Year 5 Camp
- District Athletics Carnival
- Touch football Knockout
- Weekly Morning Mob meetings began
- Book Week/Education Week

- Author Visit- R. A. Spratt
- Principal for the Day/Teacher Librarian for the Day
- Book Character Mufti Day
- Open grounds
- Chess Challenge (Semi Finals)
- Premier's Spelling Bee Regional Finals
- Catch up Stage 2 Swim Program
- 3 x Park & Play Sessions for 2023 Kinders
- Wakakirri- Story Dance performance
- Father's Day Stall
- Perma Biltz- Working Bee

2.3 Treasurer's Report

KPS P&C
General Meeting
05 September 2022

Treasurers Report

The current cash balance of the KPS P&C is just over \$42,500. This does not include stock (cookbooks).

The current cash in the bank includes the following income since the last P&C meeting:

- \$20,000 donation for KPS STEM funding
- \$2,700 profit from the Pie Drive fundraiser
- \$1,400 profit from the Fathers Day Stall fundraiser
- \$200 profit from from Open Day BBQ fundraiser
- \$50 from 2nd hand uniform sales

We paid the following invoices since the last P&C meeting:

- \$1640 Insurance and audit fees

We also have received an invoice of \$4900 for Healthy Herald. This has not been paid yet.

Best regards

Klaas

2.4 Sub Committees and Representatives

2.4.1 Fundraising and Events

2.4.1.1 Pie Drive – Very successful with \$2,700 profit raised. Thank you to Leah for organising. Thank you to the volunteers.

2.4.1.2 Disco – Over 200 tickets sold through flexi schools with another 23 through the office. Flexischools payment cannot be extended, but payment will be accepted on the night. A huge thank you to Dan Searle for volunteering his time and equipment to DJ both disco's. A call for volunteers via social media channels with volunteer inductions to be held at the school prior to the event start if required.

2.4.1.3 Combined KPS and Kiama High School Fundraiser – An initiative brought up by Hannah Wiltshire at a previous meeting. No further movement. Will continue to keep on the agenda to be picked up at a later stage.

2.4.1.4 Father's Day Stall – \$1,400 profit made. A great result. Thank you to Eva and Belinda for organising. Thank you to the volunteers.

2.4.1.5 Sport's Related Fundraiser – Committee to meet this Sunday to begin planning. Will operate on November 17th with a push to have parents on site.

2.4.1.6 Proposed Fundraisers – LFA First Response First Aid Kit Fundraiser & My Child's Artwork Fundraiser. To look into and discuss at next meeting.

2.4.1.7 Education Week – Open Grounds day – P&C BBQ raised \$250 profit.

2.4.2 Traffic Safety – No updates

2.4.3 Grants - Funding for Tech and Innovation – Bek noted that the funding grants have been driven and acquired by Cathy Lyall, who has a second pending approval for the 2023 school year. Cathy looking at options to allocate the tech funding money for the next school year. KPS family input welcome.

2.4.4 Sponsorship – Leagues Club: Funding request for resurfacing the school courts and sporting equipment. Discussions have been postponed until the end September meeting. Cathy going in person on the following Monday.

2.5 CORRESPONDENCE – CommBank banking security tokens received.

3. GENERAL BUSINESS:

- **Worn Up** – An initiative of R3 Kiama to recycle worn out school uniforms, with no cost to the school. It was suggested that a good time to have the recycle bins at the school would be during week 8 of Term 4, when recycling is covered in the curriculum.
- **Kindergarten 2023 Family Meet and Greet** – A call to be made on the 7th September date as the grounds are still very wet. Back up date 21st September, which will go ahead regardless of weather conditions.
- **Mr P** – Discussed the need for new garden resources (shovels, compost bins, cultivators and wheelbarrows) as current equipment not in good condition due to age. Has requested assistance from the P&C to fund the purchase of new equipment and to put a call out to the community for donations. Working Bee was successful, despite the weather, in recovering the overgrown garden area so that it can be used as a learning space. Thank you to the 10 families involved! A call out for another working Bee in late term 4. Mr P, with help from the P&C, to apply for the Sustainable Schools Grant, for funding up to \$15,000 with which to establish an Australian Native Bee unit at the school.
- **Kristie Urguhart** – New to the KPS community, addressed the P&C with idea's for community initiatives and fundraising idea's: Regular Informal gatherings as an opportunity to connect with other families. Suggestions included offsite or Bombo building for a once a month morning tea. Before or after school, with a notice to be constructed and added to the newsletter. Fundraising idea's – Second hand

auction night & Wigs for kids initiative. Has been a previous SRC initiative where a mufti day was organized to raise money for kids who were donating their hair, overseen by Nicky McGee and Carla Law. Sarah to discuss with SRC and respond. Seesaw platform – as an alternative to Dojo. Sarah Webb advised that this is the first year that all classes have been on the same platform (ie Dojo) and as the current school sharing platform (eNews) will need to be revised, no changes will be made to the platforms currently. Final suggestion – a sandbox/sandpit. Outcome - no practical place for an undercover sandpit in the grounds.

- **The Fathering Project** – Volunteer (male) required to drive the initiative in the school. No response yet, despite twice advertised in the newsletter. A flyer to be created and sent to families via the eNews app. Suggested to share this with the local Men’s Walk initiative.
- **Lightweight jacket uniform option** – survey results in favour, jacket approved.
- **Education Week Open Grounds Day Feedback** – Fantastic to have families back on site, with a great turn out. The teachers did a great job of creating engaging activities, the outdoor option was well received. Will operate again next year. Improvement feedback – More bins on the bottom flats.
- **2023 Kindergarten Parents** will have a face to face meeting in the library on Monday October 17th @ 6pm – A P&C committee member required to be in attendance to present.
- **A call out for volunteers to assist with organizing the second hand uniforms.**
- **Healthy Harold** – In previous years this program was offered on a stage basis on alternate years. The school believes that the program is beneficial to all students to attend each year and have requested the P&C assist by helping to cover the \$11 per child fee (\$5000 total) so that all students can attend in 2023.
- **A thank you from the P&C to Cathy Lyall for her effort and dedication over the past 12 months.**

4. **PRIORITY BUSINESS** – N/A

5. **CLOSE AND NEXT MEETING:** Close: 07.52pm
Next Meeting: Monday 24th October @ 6pm

Minute Taker:

TW

Signed:	Omitted in version submitted for online publication
Name:	Tami Woolley
Date:	05/09/2022