**Aranda Primary School P&C Association**

**Minutes**

**18:30, 9 September 2020**

1. **Welcome and attendance**

Phil Gray (Principal), Joel Dalton (President), Jono Dampney (Public Officer), Jim Gilchrist (Outgoing Public Officer), Lisa Howdin, Petra Cole (Vice President), Janaline Oh (Uniforms), Kirsty Munn (Treasurer), Paula Banks (Class Reps), Penny McKenzie, Merisha Percival (Canteen), Wendy Robertson (Secretary).

1. **Apologies**

No apologies received.

1. **Confirmation of minutes from the last meeting**

The minutes of the previous meeting were confirmed by Jono and seconded by Joel.

1. **Reports**

**4.1 Principal**

Written report received with thanks – see Appendix A.

* Phil has invited Paul Barnett, the landscape designer responsible for the work being undertaken at Aranda Primary School to speak to the P&C committee at the next meeting. Paul is keen to chat to the school community about the next steps in the terraced playground.
* Cross country ran without a hitch.
* Just 50 words and Grand Friends day is coming up on the school calendar, and both are important elements of the school's culture.
* Year six graduation will go ahead. The school will be careful about numbers attending due to the COVID-19 restrictions in place, potentially with only one parent or carer attending, and the event being live-streamed. The teachers want the year sixes to enjoy their usual graduation dinner and dance as per usual, with parents being able to pick up and drop off only.
* School band performances are continuing.
* Parents and carers can view assemblies through seesaw.
* School camps are booked for the fourth term, but having them depends on the COVID-19 restrictions at the time. Phil wants to have something, even if it is on school grounds.
* Phil is in the middle of staffing for 2021, looking at hiring three, maybe four new staff members.
* Phil discussed the letter from the directorate which went to all parents and carers about the disturbing incident on Tiktok.

Q&A

* Paula questioned whether Phil was aware that students could disable 'content keeper.' Phil is aware and believes it generally works well for blocking content on devices. The directorate has decided that it will continue on devices for now.

**4.2 President**

* Joel encouraged the committee by highlighting the great things that have been achieved by the P&C committee despite the disjointed year. These included: work from home survey, gaining Jobkeeper for the canteen employees, a new industrial dishwasher, becoming reregistered as a charity, preschool playground improvements, uniform shop and class reps running well.
* Despite our excellent cash flow, we can be a bit conservative because we are not sure when we can have the next fete.
* Discussion surrounding items to support the school, for example, a photo booth for year sixes graduation ensued.
	1. **Treasurer**
* She is currently in a transition period with the previous treasurer Kath.
* Kirsty will get a token for banking access.
* Kath has now organised the P&C re-registration as a charity.
* Kirsty discussed the need for us to change our constitution, Kath has the details.

**4.4 Public Officer**

* Discussion over whether we can hold an Election Day B.B.Q. – see below
	1. **Board**
* Nil to report
	1. **A.C.T. Council of P&C Associations Update**
* Nil to report
	1. **Fundraising and Events**
* Phil will liaise with the directorate to see if we can have a B.B.Q. on Election Day. Due to the COVID-19 restrictions, it isn't very likely, mainly because voting will be conducted over a two week period.
	1. **Music and Arts Program**
* Nil to report

**4.9 Canteen**

* Merisha (Mish) introduced herself as the new convener for the canteen.

**4.10 Uniform Shop**

* Education directorate is looking at sustainable sourcing for uniform shops in the A.C.T.
* Janaline told the committee how she gave feedback to a supplier, recommending they stop wrapping in plastic.
* Uniform shop is still making a profit; getting PayPal made a huge difference. Which means the Jobkeeper payments to the canteen staff will cease. Now the canteen is back running, not such an issue.
* Discussion ensued surrounding the dress and winter pinafore.
* The logo uniform continues to be a top seller.
* Janaline believes it was a good idea to lower the prices for the fleeces and hats.
* Joel Dalton is to be added as a signatory to the Aranda Primary School Uniform Shop Account.
* Financials for the uniform shop:

Figures since the last report (4 August) up to today (9 September):
Income: $1,460.14
Outgoing: $7,821.46
Current balance: $8,206.76

The outgoing includes $5000 to the P&C account.

**4.11 Class Representatives Coordinator**

* Paula reported that it has been very quiet; she has not had much to pass on to the class reps.
* Paula is thinking about her succession plan.

**4.12 Book Club**

* Nil to report

**4.13 School Banking**

* Nil to report
1. **Parenting seminar – Lisa Howdin**
* Lisa spoke to the P&C about her wish for Aranda Primary to host a parenting seminar in some capacity
* She heard a great talk at Canberra Grammar from Dr Justin Coulson.
* An example of an idea for a parenting seminar – Healthy minds parenting seminar by Dr Tom Nehmy, who could present via zoom. To share the cost (roughly $2250), we could open it up to nearby schools like Macquarie Primary.
* Some speakers might come for free if they have books to promote.
* Another example of a potential parenting course is Personal Effectiveness Training, which is a more involved course, run over eight weeks.
* Lisa asked the committee if they thought the community would be interested and how would costs be covered. Joel responded saying that giving resources to equip and encourage parenting is something the P&C could get behind and thought we could start small to begin with, perhaps asking an author to pitch a book and that way gauge the community’s interest.
* Janaline noted the importance of due diligence.

**Action**: Lisa will look at logistics, cost, and start investigating potential speakers.

1. **$20K grant supporting parent engagement**
* Jim reported that grant the P&C previously thought they could apply for to fund an electronic message board was for training only. Some examples of training: MYOB, event management training.
* Janaline suggested business training for canteen workers.

**Action**: Janaline and Mish will liaise with canteen staff regarding further training and grant application. Jim will investigate other grants the P&C could apply for.

1. **Other business**

Teacher’s gifts

* Petra will be in charge of gifts for teachers; in the past, we have given them after camp.
* We need to budget for approximately 55-60 gifts, at a suggested amount of $20 per head.
* Ideas include reusable coffee mugs, wine glasses, bottles of wine, chocolates, bringing in food, putting on an 'amazing spread,' beanies, insulated drink bottles, personalised notebooks.
* Paula suggested we support a local business if possible.
* **There was unanimous approval** from the committee to support an upper limit of $20 per head for teacher's gifts.
1. **Date of next meeting:**

18:30, Wednesday 28 October 2020

**Appendix A**

Aranda P&C – 9.9.2020

Principal’s Report

I have invited Paul Barnett to speak to us at the next P&C meeting. Paul designed our adventure gardens and is an advocate for water harvesting. Paul will work with us to progress the next stages of the terraced playground.

School Events to go ahead: Cross country, Athletics carnival, Just 50 words, Grand friends Day, Graduation, Band performances, Year 6 Dinner/Dance, Camps?

Staffing: I am currently in the middle of staffing plans for 2021.