

Aranda Primary School P&C Association
Minutes
18:30, 1 September 2021

1. Welcome and attendance

Lisa Kingham, Joel Dalton (President), Erin and Jono Dampney (Uniform Shop, Public Officer) Penny McKenzie (Book Club), Danish and Sazia Khan, Mish Percival (Canteen), Paula Banks, Petra Cole (Vice President), Kirsty Munn (Treasurer), Teegan Coyle (Class reps), Clare Fitzmaurice, Jim Gilchrist, Karina Pratt

2. Apologies

Ann Palmer sent her apologies.

3. Confirmation of minutes from the last meeting

Minutes were confirmed by Penny and seconded by Joel.

4. Reports

Principal

- Lisa spoke on behalf of Phil.
- Written report received with thanks; see Appendix A.
- Lisa reported that the planting of the terraces would start in the next couple of weeks. Paul Barnett is working with the school to creatively and sustainably address drainage and coverage in the landscaping whilst retaining the school's playground.
- Parent survey from the directorate is on hold.
- Staff learnt from the lockdown last year and have 'hit the ground running.' The teachers have a large workload, and pleasingly the children have responded well, and there is a significant uptake to the online learning. A feedback loop is working well.
- The directorate has been working on an online curriculum for 12 months.
- The teachers are thinking about how they can authentically report and assess in term 4.
- A plan is in place for vulnerable children who need additional support and help.
- Teachers want to hear feedback, and please let them know if something isn't working.
- The school is conscious of the difficulties juggling work and school and communication – they don't want to bombard the community with information.
- Joel suggested there are some plus sides to learning at home – their technical skills are great!
- Lisa said that there had been a few surprises – some kids are engaging well online, that perhaps don't usually in class.

President

- Joel told the P&C that close to \$3000 was raised from trivia night. He thanked the organisers for an excellent night.
- Ideas for next trivia night: increase the ticket price to \$20 pp, have the ability to take ad hoc donations on the night, use a bigger venue (as the night sold out).

Treasurer

- The Committee spent no money, and the only input has been the trivia night proceeds.

Uniform Shop

- Erin reported that a few uniform orders are outstanding, and she has emailed the families. If the lockdown continues, she might get permission from the school to deliver the uniforms to the families.

Canteen

- Mish is grateful for the two canteen employees and their work this year. They currently cannot work due to COVID lockdown; however, the COVID support can provide for them financially.
- Nat and Nicole are very grateful for the study assistance from the grant obtained.
- Mish described the lockdown as an opportunity to reset and rethink. The Canteen Committee is looking at how they can reconfigure the menu, adding in sushi and deciding on a summer menu.
- Mish attended a meeting with the ACT P&C Council, along with over 60 other people. Much of the conversation surrounded concerns over permanent employees during lockdown and insolvency.
- The canteen has not increased the cost of food or drink in the last 18 months. Mish questioned whether we should increase the price, perhaps by 2% or 4%, as a price increase will help with the viability of the canteen.
- Jono suggested that running at cost neutral is okay; however, we shouldn't be running at a loss.
- An important agenda for the canteen is to decrease plastic waste.
- Oven – the canteen committee has recommended a particular oven. The current oven is old and temperamental, and Mish reported fears of the canteen staff that it could blow up at any time. The oven proposed (Appendix B) fits all the specs. Weetangera Primary introduced it six months ago to their canteen – feedback is that it is fantastic and fit for purpose. The cost is \$4200. Erin voiced concern about upkeep and servicing (sometimes cheaper ovens require more maintenance). Erin suggested the canteen committee look into warranty and support.
- **Joel proposed the P&C Committee purchase the oven as recommended by the Canteen Committee and Kirsty seconded the proposal. Unanimous agreement.**
- Mish will send the final quote with delivery and extended warranty to P&C when she receives it.

5. Approval of revised Constitution

- Jim informed the Committee that the 21 day period of consultation was over. He received no feedback from the school community. **Unanimous approval from the Committee to make the following amendment, adding a new section (16) to the Constitution:**

16 Public Officer

The Public Officer of the Association must:

- 1. Ensure all Australian Charities and Not-for-profits Commission (ACNC) mandatory reporting obligations are met by the Association; and*
 - 2. Ensure all Association records, including financial records, are stored in a suitable location for a period of at least seven years.*
- **Action: Jim will lodge the constitution change with the ACT Government.**
Then Kirsty and Jono can then lodge our financial statements.

6. Support of school during homeschooling

- Wendy will email Phil to ask.

7. Bunnings sausage sizzle

- Joel informed the Committee he managed to cancel the order for 3000 sausages (given lockdown announced shortly before planned sausage sizzle).
- He thanked Bunnings for the \$500 gift voucher to the Committee.

8. Wine night has been cancelled.

9. New book club coordinator

- Thanks to Penny McKenzie, who has taken on this role from Ann Palmer.
- The Committee thanks Ann for her extensive contribution to the school.

10. Proposed P&C activities term 4

- Cherry drive
- Photo booth at the Year 6 graduation.
- Teacher presents (Teacher's Day Friday 29 October)
 - Ideas from the past include food and wine.
 - Petra suggested 'We're all Ken Behrans' (auto-text joke from an Andrew Barr announcement) tote bag.
 - \$25 per head for teacher presents was unanimously agreed upon.
 - Action: Wendy to liaise with Phil over teachers and support staff currently and to organise the gifts.

11. Fundraising 2022 ideas

- Discussion surrounding the fete for next year – need a long lead-in time. Are we going to be in another lockdown in term 2?
- Petra suggested that we need at least 12-18 months to prepare for the fete in the form that it has been in the past.

- Discussion around more COVID friendly ideas for fetes.
- Jim suggested that we make the call to cancel the fete for next year soon, and perhaps (if the idea is to create an event the community can get involved in), make a quiz night even bigger, including an online auction etc.
- Joel informed the Committee that a school the same size as Aranda made \$30 000 from a colour run fundraiser.

12. Expenditure idea

- Petra suggested the P&C Committee buy outdoor table tennis sets for the school.

13. Date of next meeting:

18:30, Wednesday 20 October 2021

APPENDIX A

Principal's Report – Aranda P&C, 1.9.2021

1. Fence: there is nothing further to report about the fence. I have not received any further directives or information from the Education Directorate. The issue takes second priority to our support for families during lockdown.
2. Terraces – work about to start. I would like to thank the P&C for your donation towards this work.
3. Parent Survey – Postponed until next term.
4. FLP – very positive feedback from nearly all parents. We have improved our support for vulnerable families and children who need extra support. Staff are working long days and trying to balance family and work life.
5. Communication – we are trying to only send home important information.

APPENDIX B

Oven Choices for Aranda Primary School Canteen July 2021

After researching there appears to be one oven which would suit our needs.

Turbofan by Moffat Electric Convection Oven Range E931M \$4,199.90exGST (Nesbits)



Power: 7kW | Capacity: 4 x 1/1 GN | Manual Controls

The new and improved E931M light commercial range takes 4 gastronorm GN 1/1 Pan capacity with 80mm spacing. The 4 element cooktop offers two 2kW high speed front elements and two 1.5kW high speed rear elements all contained with the new full hygienic pressed stainless steel top. The convection oven is a versatile oven that can roast , grill, bake and is ideal for use in compact applications that require an oven / cooktop that is versatile.

Canteen space - Bench height:90cm(space height more than this / 79.5 W/60-61 D
Product features

- Capacity 4 x 1/1 GN
- Dimensions 890(H) x 675(W) x 626(D)mm
- Material Stainless Steel
- Power Type 10.1kW, 240V, 42.1A
- Temperature Range 50°C to 270°C
- Voltage 240V
- Warranty 1 Year

- Weight 78kg
- Two 2kW high speed front hot-plate elements Two 1.5kW high speed rear hot-plate elements
- Compact 675mm width x 626mm depth
- Single phase 15A plug-in oven
- Single phase connection cooktop
- Full hygienic pressed stainless steel top
- 6-heat setting element controls
- 1-phase 7kW connection
- 4 Gastronorm GN 1/1 pan capacity
- 80mm tray spacing
- Cooktop 7 kW
- Oven 3.1 kW Cooktop 29.2 Amp
- Oven 12.9 Amp
- 60 minute timer with time-up buzzer
- Grill mode