

Aranda P&C Meeting: Wednesday 15 February 2023 6:30pm
Minutes

1. Welcomes and attendance

Attendees:

In person - Scott Pearce (Deputy Principal), Lisa Kingham (Deputy Principal), Penny McKenzie (President), Wendy Roberston (Vice President), Julia Adams (canteen committee), Troy Hedland (school board), Monique Earsman (communications officer), Shavaun Andreou (Aranda Afters), Alison Watters (secretary), Carol Lander, Jon Ingram, Hayley Beveridge, Megan Pollock, Kristy Youngman, Mark Pickering, James Dunlop, Peter De Moor, Merisha Percival (canteen), Vicky Russell, Meredith Allen (secretary)

Online - Phil Gray (Principal), Jono Dampney (public officer), Petra Cole, Kat Spouse (bookclub), Teegan Coyle, Blain Berhanu

Apologies: Erin Dampney, Joel Dalton

2. Confirmation of minutes

- Minutes from last meeting on 30 November were confirmed by Wendy and seconded by Mon.

3. Principal's report

- Phil attended online to provide the Principal's report. He noted that the Kindergarten cohort settled in very well this year, which may not always be the case especially in years after school has returned from covid lockdowns etc.
- Phil provided an update on the staff camp at Kianinny in January which was a good opportunity for team building and professional development around maths.
- Disability education program - classroom is ready but some construction work is still ongoing. New end date is mid-March. Hasn't affected work with range of children at school, including children with integrated support.
- A new transportable (2 classroom building) should be ready by Semester 2 but note uncertainties with building works etc. KRF are currently in the community room and Phil has advised the parents that this is a temporary situation.
- Camps coming up - year 3 are going to Birragai 27-28 Feb. Year 4 camp March 6-8 to Kianinny, year 5/6 camp in term 3.
- Some in person events are re-commencing this year, including assemblies, kindy volunteer program and grandparents day. Phil reported positive feedback from grandparents & family members outside of Canberra that the digital assemblies are a great way to be involved in school events.

4. Communication strategy update

- Mon presented the group with a detailed strategy for P&C communications which includes P&C branding, facebook group and P&C News circulated via mail chimp.
- This strategy comes out of a communications meeting held with some members of the P&C in November 2022.

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- There will be a change to how the year parent rep program operates and the parent rep role will focus on community building (e.g. organising social events) with the mailchimp program directing people to the P&C landing page for weekly messages. Mail chimp emails will be a subscription format and will aim to reach people who are not on the facebook page
- Facebook posts will include messages about P&C meetings, canteen etc. Posts will 3 times a week to get a higher presence. Some discussion about P&C facebook group privacy status and agreed to make the group private.
- Group thanked Mon for her excellent work on comms strategy and offered assistance if needed.

5. Parent rep on school board

- Discussion about parent rep needed for school board:
 - Parent rep (P&C) - Troy Hedland has nominated. Troy noted support for staff and quality of staff at Aranda.
 - Parent rep (not P&C) - Peter De Moor has nominated.

6. Proposed fence update

- Penny provided an update on the proposal by school & Directorate to erect a boundary fence.
- Survey conducted in late 2022 by Directorate of parents to gauge the 'temperature' regarding boundary fence. P&C Committee do not have a position on the fence and their role is to advocate for a fair, transparent and informed process. P&C Committee raised a number of issues about the survey including information available, requesting questions previously sent to the directorate (in July 2021 and November 2022) being answered and some methodological issues identified with the survey.
- The P&C wrote to the Minister setting out concerns about the process and Penny and Teegan subsequently attended a meeting with the Minister in January to discuss concerns raised in the letter.
- Minister acknowledged the concerns identified by the P&C and committed to a refreshed collaborative process going forward. Further meeting to be held this week between the Minister, directorate and school and the P&C committee to review the survey results and discuss next steps for community engagement.
- Penny advised that the P&C had received a letter from a community member who was previously a member of the Board and P&C, expressing their concerns about the erection of a boundary fence and requesting community consultation.
- There has also been a proposal from Lids for Kids regarding construction of fence if the fence is to proceed.

7. Reports written and verbal

- a. **Uniform shop** - Erin stepping down as uniform shop coordinator. Penny expressed thanks on behalf of P&C for Erin's work, and asked members to consider who may transition into role as coordinator. Erin will do a handover.
- b. **Canteen** - (see item 9 below)

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- c. **Book club** - Kat noted that book club is generally going well. Minor issue recently with box that has gone missing and may need to consider different delivery address to avoid this happening again.
- d. **Aranda Music & Arts program** – Penny noted that aim is to reestablish connection between AMA and P&C. Penny has met with Jess, the previous provider and Jen the current coordinator.

8. Vacant P&C roles

- a. **Treasurer** - Kirsty has resigned with immediate effect. Penny thanked Kirsty for her wonderful contribution to P&C as Treasurer and her volunteering efforts. James Dunlop has volunteered to step into the role. Troy proposed motion and Mish seconded. James Dunlop elected as Treasurer.
- b. **Uniform shop rep** - TBA
- c. **Year rep coordinator** - Jon Ingram volunteered to take on year rep coordinator role. Mon proposed and Meredith seconded. Jon elected as new year rep coordinator.
- d. **Grants coordinator**
 - Carol reported to the group about her discussion with Lauren Johnston (Macquarie P&C) regarding best practice and insights for applying for grants for funding for initiatives for schools.
 - Macquarie has received \$400k in grants for initiatives including a community cafe, wellbeing programs and a micro forest.
 - First step in applying for grants would include obtaining information about what the school needs financial help with funding and then find the grant that fits. Suggest a regular meeting with Deputy Principal about needs and Scott and Lisa expressed willingness to work with the grant coordinator.
 - Jules noted that it is important to consider:
 - what grants are needed
 - coordination between P&C and Board about strategic direction before grants are applied for
 - appoint someone who is responsible for acquittals
 - that it will be a significant workload to plan and map grants and will be a competitive process.
 - Encourage school engagement and collaboration with Macquarie PS as well.

Action - Carol to meet with Lisa & Scott to discuss next steps.

9. Program of events for 2023

- Picnic for next Wed 22 February -5.30-7pm.
- Aranda Afters smoking ceremony - next Monday, open to everyone in the community. Will advertise on facebook
- Year 5/6 playground - waiting for quotes to come back
- Teacher camp appreciation gifts - Petra Cole to organise gifts for Year 3 and 4 camps being held in late Feb/early March.

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9. Canteen proposal

- Mish and Jules presented to the group requesting conditional endorsement of transfer of canteen operation to Aranda Afters. Proposal has been prepared in consultation with canteen staff.
- Proposal has been developed due to a need to consider viability of the canteen. Fewer volunteers over the years and the committee is now just Mish and Jules. Options are: canteen can continue as is and will break even or could consider outsourcing arrangement which may maintain a profit but won't have flexibility that they currently have.
- Option put forward by Mish and Jules is to transfer operation of the canteen to Aranda Afters. Noted that Afters already use canteen to prepare food for Afters. Proposal to roster staff arrangements to cater for all programs. Canteen can be more cost effective and order larger supplies etc if also catering for Afters. Employees of the canteen can be retained in this capacity rather than an outsource arrangement. Can also consider options such as extending operations to Monday-Friday or having some delivery packs available. Mish noted there was little risk in terms of level of service
- Jules noted that benefits are not limited to financial efficiencies with having Aranda Afters run operations. The proposal would ensure that the 'Aranda ethos' and community engagement could be maintained and promote canteen as healthy option. Proposal also means that canteen staff will have greater flexibility and capacity to work over school holidays etc.
- Teegan Coyle (President of Aranda Afters Committee) indicated her in-principle support for this proposal, subject to approval from the Aranda Afters Committee. She also noted that the canteen might be an opportunity for someone in a leadership role at Afters to transition into a role managing canteen.
- Phil asked whether recess and lunch staff would be volunteers and Mish confirmed they would be paid. He also asked whether any issues with Afters means canteen would be impacted, Mish confirmed this would be the case.
- Scott asked whether it was possible to have a trial period for the arrangements.
- Kristy asked whether other providers had been contacted? Mish noted that 2 other providers had been contacted.
- Agreed that in principle, the P&C are supportive of this proposal.

Action - Mish to update proposal to take on board feedback from group and include P&L statement. Mish to engage with Aranda Afters Board. Timeframe is end of first term.