

P&C Association Incorporated

Minutes of P&C General Meeting

held on 3 May 2022

Open	The meeting was opened at 7:00 PM in Zoom
Attendance	Principal – Mr Mark Steed Deputy Principal – Mrs Jayne Muir Others as per Attendance Sheet
Minute taker	Chris Bloxham
Distribution	via website only.
Apologies	Deputy Principal – Mrs Jessica Maakaroun
Previous Minutes	Not Presented – available online.
Business arising from previous meeting	<p>ALL BUSINESS TO BE CARRIED OVER INTO JUNE. Mothers day on this Thursday 5.5.22 & Friday 6.5.22 is key matter for discussion tonight.</p> <ol style="list-style-type: none"> 1. Website not updated to include a term calendar yet – Mark Steed showed us the schedule of what the school is working on with the calendar. This will be reproduced in the static version on the school news letter. Changes are an issue, however the system dates (eg selective school testing and term dates and holidays) wont change. Also going to put on a link to the NSW DOE calendar. FOLLOW UP FOR NEXT MEETING. 2. Toilet inspections have been conducted extensively by Mark Steed. Conclusions are: 1. We have additional cleaning (nick is head cleaner) and was doing an additional hour per day but Mark not happy – so jacked up his additional time to 2 hours. 2. 101 Proclean (deep sanitization cleaning) are coming into HPS in the first week of the school holidays and they will chemically treat the tiles and pressure clean & actually go into the pipes for 12.4.22 (holidays) to strip the toilets back to their bare state to do a thorough deep clean. Proclean are going to be booked in annually in April going forward. Jerry asked that this MATTER TO BE CARRIED FORWARD FOR REVIEW AT SUBSEQUENT MEETINGS – MARK & CHRIS AGREED. 3. Canteen feedback: Mark had some positive staff feedback & no detailed criticisms at this point. Mark has met with the onsite manager re: meat substitution & also the child will now submit an allergy form and to ensure that no child goes hungry. There is now 6 staff on site each day and more improvement to come. Lizzy raises the issue of price \$2 increment from another school. Mark said price is set by the operators. HPS has a private operator by lease. Patrick said he had received feedback that the prices are high, however Patrick did some research and found that the prices were reasonable and comparable. Also kids have been provided with free food when they forgot their lunch order. Having parents back on site is vary healthy. Cathy the canteen manager is very personable and is working on communication and feedback. Price increases are a reality and should be set to reflect profits for the operator. MATTER CARRIED OVER FOR REVIEW IN MAY.

	<p>4. CARRY OVER FOR NEXT MEETING – feedback from students to be entered at the May meeting (carry forward to June) – need to have proposed designs in sometime in T2 – MS was on the smartygrants webpage this afternoon and the 22 CBP grants have not been released yet.</p> <p>5. Uniform contract for ongoing consideration – Mark is wanting to start with a uniform and attendance policy – Mark happy to chair the uniform review. This matter will cross over into the next school term – usually takes 6 months to do a review of policy and this one will be complex because we will also be looking at the supplier too. TO BE CARRIED OVER.</p> <p>6. Attendance policy – Jessica Maakaroun – an attendance team has been formed and an attendance policy has been drafted and presented to staff for feedback – next step is to have a focus group. Community volunteers called for and a meeting needs to happen for this term. Hidy Li – mother of Victoria in KM, Mike Van also volunteered. Signage around the school on attendance is one starting point.</p>
Principal's Report	<p>Mark: OC test (to be covered by Jayne) Toilets cleaned – we had a co called 101 Proclean come in and do a deep clean. Cleaners are super happy – Proclean are not booked in annually. Shade structure – construction meeting last Friday and due to complete job within 4 -5 weeks. Education week coming up in W3T3 – team of interested staff has been formed and will involve grand parents also.</p> <p>Teacher strike on tomorrow Wed 4.5.22 – no extra curricular activities all cancelled eg chess.</p> <p>Jayne Muir: OC test now open for 2023 closes on the 13.5.22 – it will be a paper test that will take place on 28.7.22. All done within the school. NAPLAN starting next week. Days absent and also partial absence to be recorded going forward.</p>
President Report	<p>1. Nandhini moving on – casual vacancy on the board – Chris to do a review of the constitution rules on declaring casual vacancy before the may meeting. CARRY OVER.</p> <p>2. Building and Libray fund setup - Chris to meet with Mark Steed over holidays to understand the receipting process for the DGR's. CARRY OVER.</p>
Treasurer's Report	Audited financial statements to be shared at next meeting – Nancy Wang to present. CARRIED OVER TO JUNE.
Vice Presidents report	Easter Celebration: Patrick's work on raffle link was a massive success.
General Business	<p>Mothers day – next yr, Patrick discussed flexi schools system for the 23 mothers day stall.</p> <p>Motions for approval?: none required.</p>
Meeting close	7:30pm
Next meeting date 2022	<p>Tuesday 7.6.22 @ 7pm Chris Bloxham to host a Zoom conference:</p> <p>Join Zoom Meeting https://us02web.zoom.us/j/83045433713?pwd=YnVRWFZuR0pYTHJN3ZMOUpVnR4dz09&from=addon</p> <p>Meeting ID: 830 4543 3713 Passcode: 484640</p>



2022 P&C President - Chris Bloxham Date: 3.5.22



chris bloxham (Host, me)



Chuyon Lee



Jayne Muir



Mark Steed



Chris



Hidy Li



Ineke Go



Jerry



Maryann



Nancy Wang



Patrick Shu



Slu Kim



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