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| **P&C Agenda** | **Oakhill Drive Public School** | | | |
| Date: Monday 17th June, 2024 | | Next meeting: Monday 12th August, 2024. | | |
| Type of meeting | P&C Monthly Meeting – Lib Lab | | | |
| Facilitator | John Richards - President | | | |
| Minute taker | Jyotsna Pai (Secretary) | | | |
| Attendees | Betty Ploeg (BP), Susie Croker (SC), Katie McAndrew (KM), John Richards (JR), Joelene Cheney (JC), Faizz Fattah (FF), Tuyet Fellows (TF), Dawn Tan (DT), Katrina Hall (KH), Charisse Wong (CW), Faran Daneshgari (FD) Jyotsna Pai (JP) | | | |
| Apologies | Angela Black (AB), Helen C (HC) | | | |
| Acceptance of previous minutes/financials | Accepted: | KM | Seconded: | JC |
| Report on Health and Safety Issues |  | NA | | |

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| **Outstanding Actions Review** | **Time:** | | **Speaker:** | |
| Action Items / Progress | Responsible | Original | | Expected/  Outcome |
| Fun Day Report | MC |  | | See fun day report below |
| Bubbler update | FF |  | | Sydney water will continue to explore vendors for bubblers. Civiq is a potential  option. At the moment we will leave this to a future date. Sydney water’s data suggested however that we are a very water efficient school.  KH - At Rouse Hill Anglican - bubblers were supplied through NSW Government Smarty Grants. |

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| **Presidents Report** | **Time: 5 min** | **Speaker: JR** |
| Acknowledgement of Country | | |

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| **Principals Report** | **Time: 10 min** | **Speaker: BP and SC** |
| Acknowledge and pay respect to the traditional owners of this land, the Dharag people.  External Validation Completed 16 May 2024. The validating panel reviewed our submission and led our team through rigorous questioning around the School Excellence Framework. At the conclusion of this meeting (4hrs) the panel affirmed our judgments and validated our school as ‘Excelling’ in all areas: Learning, Teaching, Leading. I thank our school leadership team, teaching and non-teaching staff in their continued professional approach in all matters relating to ODPS.  Recognise and acknowledge our teachers who remain focused on their work, planning and teaching lessons, assessing progress, reinforcing student relationships, counselling students through crisis & supporting casual teachers in our school.  P&C levy - Income to date: $24000  Congratulations to Katie at YMCA for the successful fundraising for The Biggest Morning Tea.  Student illness is high: Influenza A, Covid, RSV, Pneumonia and gastro. At school we are proactively supporting students to protect themselves by hand washing & hand sanitiser. We remind parents that students may wear a face mask for further protection if they desire.  Raising Children to be Proud of: Outstanding presentation by Lyn Worsley; clinical psychologist. 140 RSVP however only 40 parents attended. We moved the band rehearsal out of the hall in anticipation for these numbers. Disappointed that parents were unable to make it.  Yr 2 (10 consecutive day program) & 3 (1 day per week for 10 weeks) swim school. Parents have asked me to reconsider the timing for this event. We will have a go at moving the date, however, all schools are trying to get the warmer months. We advise parents to support their child to grow their independent skills of undressing, drying, dressing. We recommend swim caps are worn, a beanie to leave the venue with and a coat.  The Oval is very damp, slight rain closes it for many days, heavy rain closes it for weeks. Students are restricted to hard surfaces. Reminders required for safe play under these conditions. Our teachers take students to play outdoors for structured games and sport more frequently given the circumstances.  I have met with Katrina Hall, to discuss possible fundraising activities between now and the end of the year.  In the meeting - discussion as to whether we should be offering meetings such as the Resilience Centre talk in the morning or evening and online  JC - also advised that the resilience centre offers a 10 week course for children to build resilience. This will be looked into.  Discussion re: oval - we need to consider in the future - better drainage.  P&C levy - last year we collected $40000 by the end of the year  SC:  We have started to interview our Kindy families for 2025. We currently have 25 students with all documents submitted and applications completed. Our first school tour will be tomorrow at 10am.  Key dates:  'School Readiness' Monday 26 August 5pm  School Tours: 18 June, 27 August, 29 October  Kindy Transition Sessions: 9:30-10:40am 13 November, 20 November, 27th November  If you know families in our community who have a Kindy student starting next year, please encourage them to apply online if they haven't already. | | |

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| **Treasurer's Report** | **Time: 5 min** | **Speaker: TF** |
| Financials -everything going well except for band receivables - $2500 hasn’t come in. That includes Festival of music, band fees and instrument hire fees.  Fun Day admission fees  Student tags for canteen - do we want to go ahead with setting this up? Jamison from flexischools will be in contact tomorrow as to our decision.  Tags we need to purchase the equipment - $400 - they will provide as many tags as we need. Start with Year 5 and 6 students  2.7% fee - from total. Decided to move forward with this. Will not include K-2.  495 children Year 3-6. Order 800 tags. | | |

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| **Band Report** | **Time: 10 min** | **Speaker: MX** |
| **Band numbers: 177 students (1 withdraw from Term3)**   |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | | *Count* | *Ensemble 2024* |  |  |  |  |  | | *Band 2024* |  | Brass | Percussion | Strings | Woodwind | Grand Total | | Concert | 45 | 5 | 6 |  | 1 | 57 | | Julior | 46 |  |  |  |  | 46 | | String |  |  |  | 17 |  | 17 | | Senior | 36 | 8 | 7 |  | 6 | 57 | | **Grand Total** | **127** | **13** | **13** | **17** | **7** | **177** |   **Band 2024 Online information board is live!**   * + Purpose - to become the main source of information on all band events, activities, updates, etc., therefore reducing the number of band related queries directed to program and groups coordinators.   + Michelle is the admin at the moment, full editing access have been given to Musical directors and String coordinator   **June Updates:**   * Percussion ensemble came **1st** at the **Sydney Eisteddfod;** * Great performances at the **Greater Western Sydney Music Festival** at Rouse Hill Anglican College - Sunday, 16 June   **Finance matters:**   1. **Festival of Music 2024 Receivables**:    * Cost - $90 per student - 8 responded “No”, suggesting invoices to be voided, due to billing assuming 100% attendance.    * 2 responded “Yes” but was sick, seeking approval to void invoices - permission given.    * Proposing to add this cost to the term band fee upfront, this will potentially save billing workload, increase engagement rate and reduce receivables. Agreed. 2. **Purchase of band instruments**:    * Last year we had P&C approval of purchasing band instruments for $20K, it did not happen.    * We have got a quote for 3 tubas (EOFY sale) for $14,280 - YAMAHA TUBA YBB105S 3/4 3 VALVE SILVER, seeking approval of this purchase - approved but just need to check what money was spent last year.   **Upcoming Events & Performances:**  Performances & competitions throughout the year:   1. Woodwind and Brass Ensembles at the **Ryde City Eisteddfod**  * 201A Primary Age Small Instrumental Ensemble 2 ODPS Woodwind Ensemble 30-Jul Tuesday 09:30am * 204A Medium Instrumental Ensemble Primary 3 ODPS Brass Ensemble 13-Aug Tuesday 10:00am   + **Transport** to the above events: The cost of a 13-20 seater bus would be between $400-550. Split between 10-20 students (depending on the size of the group), it will be $20-40 pp. *Seeking approval for the transport arrangement, We will also require one teacher on the bus,*  1. String Ensemble at the **Hawkesbury Eisteddfod**; tentative date 20 August TBC  24-25 August - Snr Band & Concert Band - **NSW State Band Championships**  1. Pre state workshop: 2 weeks before state championships, to enable SB and CB more rehearsal opportunities, band rehearsals will be held preferably at school (to save cost) during school hours, est. half day in an afternoon (student engagement), with donuts to follow. Seeking approval from the exec team and full support on this competition. This was not approved by BP because this would be interfering with the curriculum. Looking for 3 hours for additional rehearsal. ? Can rehearsal be set up earlier in the mornings.   School concerts in Term 2:   * + Ensembles to perform at school Assembly   Thursday 13th June: Woodwind Ensemble  Thursday 20th June: String Ensemble (cancelled)  Thursday 27th June: Brass Ensemble  Thursday 4th July: Percussion Ensemble | | |

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| **Canteen Report** | **Time: 5 min** | **Speaker:** |
| No report  Air vents - dirt has come out of the air vent onto the ice block freezer. BP to organise for the GM to have a look. | | |

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| **Community Events** | **Time: 5 min** | **Speaker: KH** |
| Fathers Day Stall - Tuesday 27th August - KH will start purchasing product next week  K-6 Disco - Friday 6th September - have made requests to vendors. Awaiting confirmation  Election BBQ - Saturday 14th September - need to discuss who will coordinate the day. Targeting different clientele.  Colour run Friday 14th March, 2025 - through day for students, after school for wider community to coincide with the Holi Festival. Have made requests with vendors, awaiting confirmation  Open Day - August 8th - look at parents coming in, activities, Year 6 pedlar’s parade, 600-700 visitors - try to sell sausages.  MC and KH to discuss if they can buy sausages in bulk or pay and pick up when needed to secure the price. | | |

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| **FunDay Report** | **Time: 10 min** | **Speaker: MC** |
| **Rides / attractions**  The following has been booked with a site visit to plan the area in the next week.   * Dodgems Cars or Round up TBC * The Whirlwind - 20m circle - (Over 110cm can ride - Adults can ride) * Safari Train - 7m x 15m approx. ( 2 years and over - Adults can ride) * Cups and Saucers - 8m Circle ( Children must be 2 and over, Adults can ride) * Circus Under the Sea ( Inflatable Obstacle course) - 10m x 10m * Mini Golf * Dunk Tank - Supply and set up only - not operate * Ticket Booth, Tickets and wristbands * Sideshow Games: Laughing Clowns and Lucky ducks (commission hire) * **Mini Petting Zoo**    + Baby goats,   + Guinea pigs,   + Rabbits,   + Duck,   + Ducklings, and   + Chickens   + piglets   + baby animal feeding   **Tickets**  Once we have decided on the admission price we will set up two purchasing options. Flexischools for the school body  In meeting: In the past we have sold a wristband for a whole day pass - ?$40. Also people were given the option to purchase single tickets - ?$8/ticket for individual rides. ? $5 entry fee for adults - attendees at the meeting agreed on this. Aim to do this through flexischools - wristbands and to discuss at fun day meeting re: streamlining entry payment (using square/apps/school ipads)  Eventbrite for external.  A new funday flyer with ticketing information will be uploaded to sentral and the facebook page  **Local business sponsorship**  starting to contact businesses this week  **School body sponsors**  The Margiotta's are offering stock for the wine tombola, as well as stock/vouchers for other fundraising  The Loats' are potentially offering a Vittoria coffee van for free. We would have to employ a barista or find a parent with barista skills. Pretty sure the van will need access to more than just a standard powerpoint but I will wait to hear back.  **Food and drink**  **P&C / School body**  Asian food market served from the canteen - I spoke with May who organised it for the movie night and she is more than happy to organise it  Persian kebabs - waiting to hear back from Anna Hosseini  Fairy floss  Sno-cone  Popcorn  Slushie  BBQ/Hotdogs  Could I please have confirmation that we have the following equipment:   * Fairy floss machine - hired * Snow cone machine - we own this * Popcorn machine - hired * Hot dog machine - hired * Slushie machine - in the canteen - but concern re: volume we are able to provide. External vendors should sell slushies * BBQ - we own this   **External**  Grace is compiling a list of external vendors  What other food options would you like to see there?  Pizza  Burgers - might compete with our BBQ/hotdog offering  Indian - JP to check if she knows a contact who has a food truck  **Stalls**  **Internal**  Should we put an announcement on sentral to see if any parents would like to book a stall?  **External**  Grace is compiling a list of external vendors  **Entertainment**  Sarah Irwin has this in hand  She organises the event schedule and AV on the day  **Raffle**  Any guidance in this area would be appreciated  **Ideas proposed by Grace**  There is a suggestion to have some music up in the rides area. Either a DJ surely there's an appropriate spotify playlist we could put on  Fundraising with an ODPS Showbag - We would need to decide on a price per bag before deciding what could go in it, Grace suggested $40 per bag  It would be a calico bag (I had to google it) with the school's logo or emblem, or generic image which could be coloured in.  Most items mentioned below have the option of being school branded.   * pencil cases * pencils * hats * water bottles * play doh * lollies   Agreed in meeting that ODPS branded showbags not an option for funday. ? should we investigate other show bags.  **Decorati**  arts and crafts activities  [https://www.decorati.com.au](https://www.decorati.com.au/)  **Glowtastic disco party**  it would require a dark room so i don't think we can fit this into the fun day but it might be a good idea for future fundraising events  <https://youtu.be/Q3-RKJ9PORw>  <https://australianfundraising.com.au/fundraising-products/glowtastic-disco-party/?keyword=glowtastic%20disco%20party&campaign=19654124294&gad_source=1&gclid=CjwKCAjwmYCzBhA6EiwAxFwfgJLzyf6gBe10qi2ZzwwVLzlt7jNMCzCFQgKMCSowXpGOMgxaDgH3HxoCC28QAvD_BwE>  In the meeting - discussion re: silent auction - each class does an artwork that then gets auctioned off.  Neve - community coordinator from Bunnings  Question posed by KH - if we do invite other schools to perform and performers' families come - we need to find out how much the rides can accommodate. We need to consider all of this before commencing selling.  So far we have spent $22000 for the rides and petting zoo and $5000 for Grace. New approval $30000 spend and $10000 for Grace.  Could stalls be open to businesses or for people’s own garage sales. | | |

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| **Uniform Shop** | **Time: 5 min** | **Speaker: DT on behalf of GB** |
| Nothing to report this month | | |

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| **YMCA Report** | **Time: 5 min** | **Speaker: KM** |
| \*Biggest Afternoon Tea success- $8034 total raised, secured many donors for 2025 as well.  \*Working closely with School to amend and update any Risks that came along with the event while fresh in mind  \*Feedback survey out for all to complete- Newsletter, Y email and can class parents send it out? It is vital we get community feedback to this event  \*Government Grant for resurfacing of the Secret Garden ‘Sensory outdoor learning area’ unsuccessful  \*Educator Imogen has moved to Educational Leader Role, New starter Charlotte (casual) and hired Maddie (PPT), she is in her onboarding process.  \*Issues with year 5 and 6 children - Trying to involve the year 5 and year 6 children in planning etc to reduce boredom and other behaviours at YMCA  \*Vacation Care bookings opened Tuesday 11th - booked out by Friday 14th June. | | |

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| **General / New Business/Correspondence In** | | |  |
| Items | Responsible |  | |
| Whole school approach (2025) to teaching creative writing with a view of entering in NESA endorsed writing competitions and other types of competitions - Write on competition for example. | JC | “Write on” requires an entry from each stage. Teachers then judge to then send one from each stage. This all takes time.We could align this with assessment time - and use the pieces of writing for multiple purposes. This will be considered for June 2025.  All of these competitions (Spelling/public speaking etc) require staffing which we currently do not have. With funding costs this makes things difficult. | |

Next meeting: Monday 12th August, 2024

Meeting closed: 9:55pm