



**FIGTREE PUBLIC SCHOOL  
PARENTS & CITIZENS ASSOCIATION MEETING MINUTES  
DATE 15th February, 2022 - Remote Meeting**

Meeting opened at 7pm

**Present:** Anu, Jasmine, Allanah, Emma, Bec, Andrew, Alicia, Mel H, Eleni, Sheree, Mel L, Brittany

**Apologies:** Eva, David, Paulette, Ash

**Acceptance of the Previous Minutes – 19/10/21**

To be sent, Jasmine to follow up.

**Business Arising from the Previous Minutes – 19/10/21 - nil**

**Action Who By Remarks**

**Correspondence – In**

- ACNC Annual Information Statement 2021 to be completed - Jasmine & Anu
- All other emails are info/spam/fundraising
- Mother's day fundraising options - forward to Sheree

**Correspondence – Out**

Forwarded all invoices to Treasurer

**Business Arising from Correspondence**

- Annual Information Statement - Jasmine & Anu

**Principals' Report – Mel**

See attached report

The P&C would like to welcome Mel back to the school

**Treasurer's Report – Melissa Labor**

- Approx. 28k in P&C account
- Approx. \$5977 in Canteen account

When the P&C look at how much money can go towards the wishlist for the school we will leave \$2k in the Canteen account and then look at how much can go towards the wishlist items

## **Fundraising and Event Report**

### Fundraising Committee

- Mother's Stall to go ahead \$900 approved to purchase items. Moved by Anu, seconded by Emma. Sheree and Bec to action
- The gingerbread fundraiser last year went well, money received in P&C account
- Idea for an offsite welcome to new families
- Consider a fun day for kids later in the year with rides like our twilight carnival but may need to run this with no parents on site, this depends on COVID and Dept of Education policies at that time. May need to book rides now
- Additional fundraising ideas include wine, pie drive, cookie dough, hot cross buns
- A calendar of events is needed
- Bec to help Ash with a pie drive
- Mel H to confirm Easter Hat Parade date, a raffle will coincide with this date. SRC can assist to run this if parents can not be onsite
- It has been suggested that at the AGM the fundraising role could be shared between 2 people

### **Canteen**

- Anu check with Eva regarding donation of Laptop so Canteen Volunteers can print labels for orders
- A printer is to be purchased, this was approved last year
- Banking will be completed by Emma every 2-3 weeks. Please ask volunteers to put money in Monday or Wednesday box so it doesn't get mixed up or confusing
- Canteen will only be running on Friday at this stage for 1st break only
- Ash would like to open Wednesday and Friday in term 2
- Allanah to send a message on eNews app encouraging families to update their child's classes on Spriggy
- All lunch orders must be completed via Spriggy but counter sales remain available to be purchased with cash.
- There is still a need for an extra role to help Ash in the canteen

### **Uniform Shop**

- If there is cash money for uniform shop in the office Allanah to notify Paulette
- Anu suggested that the P&C consider moving the uniform shop into Lowes as this is a lot of work for volunteers who also work. It can also be inconvenient for families who are starting school, having to wait for the uniform shop for orders to be filled. Members agreed that this is worth exploring further and making a plan before approving this. The P&C would still run the 2nd hand uniform shop. This may be an opportunity to consider some uniform changes. It may be worth considering consulting a parent who has assisted other schools to create an indigenous shirt for the uniform.
- P&C would like to thank Paulette for her hard work with the uniform shop

### **General Business**

- The next meeting will have the AGM at 6.30pm 15/3/22 where all roles will be declared vacant. The P&C meeting will follow directly after this. Position descriptions will be sent out

Meeting closed at 7.51

### **Action List**

#### **Action Who By Remarks**

<b>ACNC Statement</b>	<b>Jasmine / Anu</b>
<b>Laptop from Eva</b>	<b>Anu</b>
<b>Organise pie drive</b>	<b>Bec/Ash</b>

<b>Purchase Mother's Day stall items</b>	<b>Sheree/Bec</b>
<b>P&amp;C Position descriptions to be sent out</b>	<b>Allanah</b>

**Meeting closed 8.26pm**

## **P&C Meeting 15 February 2022**

### **Principal's Report**

Since the last meeting:

We have had a very smooth start to 2022. We maintained our 11 mainstream classes and were able to go into 2022 classes within a couple of days of returning. There are 32 kindergarten students in 2 classes

Our school swimming carnival was a great success once again. Thank you to Mrs Calderaro and Mrs Lee for their coordination and to all of our volunteers on the day.

Coming up:

18 February- District Swimming Carnival

24 February- Gym Sports Start (K-2)

Our school band begins tomorrow.

Other:

- We welcome Mrs Kristen Pomery (AP Curriculum and Instruction) and Mr Joel Coleman (AP Banksia Support Unit). It is great to have two new executive members join the team!

- Scripture has been postponed until Term 2.

- Day to day staffing has and will continue to be a challenge. For this reason, we have decided not to begin programs such as MacqLit and PEP for now. There will be a great deal of learning support take place but it will occur within classrooms and in withdrawal rooms.

-Communication newsletters may not be sent out as frequently as parents are receiving real time updates on the School eNews app and Facebook pages. There may be more education needed for parents for the school eNews app.

-Parents info sessions will be held in week 7 via zoom

-We are unsure how long RAT testing will continue with the school providing tests

-The school camp for year 6 will go ahead at Berry

-Mel to confirm the date for the formal

-For the District Swimming Carnival Mrs Duffield will help in the morning as parents can not attend. Miss Neville and Mrs Calderaro will be onsite helping.