



Figtree Public School Parents & Citizens Association
Meeting Agenda – 20th February, 2024

1. Open Meeting and Welcome 7:10pm

2. Attendance and Apologies

Ruth, Nichola, Emma Clayton, Andrew Anthony, David Stuart, Jasmine Campbell, Natalie Campbell, Steph McKeown, Chantell Willis, Eva Thompson (online), Annabelle Hoy (online), Melissa Harding (online), Jana Branovski (online), Bec Tubman (online)

Apologies - Allanah, Bec C, Nerida

3. Approval of Agenda

- a. Rep. sports uniform items to be moved to Principal's report

4. Approval of Previous Minutes

It was moved by Natalie and seconded by Emma that the minutes from the meeting on 28/11/23 be approved. Carried.

5. Business Arising from Previous Minutes

- a. Representative Sports Uniform items
- b. ACNC AIS - Completed

6. Correspondence In / Out

- a. Canteen volunteers - Canteen roster now filled
- b. Swap it - agenda for next meeting

7. Reports/Business Arising from Reports

- a. Principal
 - i. Representative Sports Uniform items can be used for trials for rep PSSA teams if appropriate
 - 1. swim caps to be used tomorrow at District Carnival
 - 2. singlets and soccer jersey for girls team have arrived
 - ii. enrolments for 2025? - consider out of area later in the year (July/Aug) but local students can enrol anytime.
 - iii. Cross Country Fri 5/4
 - iv. Gumnut - Doesn't get used on Friday for intervention. P&C to liaise with school/Ms Shannon if Gumnut needs to be used on Mon-Thurs
- b. Fundraising
 - i. Easter Raffle - mufti day 22/3? Bec C to coordinate raffle tickets
 - ii. Easter Hat Parade 28/3 and raffle drawn



- iii. Colour Run - 10/5 clashes
with Mother's Day Stall. Alternate day for Mother's Day stall needed (9/5).
 - iv. Pie Drive Tues 25/6
 - v. Mufti/PJ Day term 2 Friday 28/6? - SRC to arrange this
 - vi. Save the date for Term 1 and 2 fundraisers - **Natalie to produce**
 - vii. Options for external events to be discussed - **Chantell to check insurance**
 - viii. Ask Figtree High if we can have BBQ/bake sale during election from our P&C to theirs - query about whether we can have this on site.
 - ix. Car wash on weekend on site using turning circle (not lawn) term 3-4? to be looked into
- c. Treasurer
- i. Figtree Grove Vouchers - unsure if Figtree Grove will accept a cheque - **Annabelle to chase and see if we can pay an invoice online**
 - ii. Audit - needs to be done prior to AGM- **Annabelle to contact Pauline**
 - iii. P&C account \$39 083.80, Canteen account \$23 697.63 No payments have been made as yet this year - to be worked on next week by. **Annabelle to contact creditors once payments have been made**
 - iv. Consider systems for streamlining payment of invoices - **Exec to discuss**
- d. Canteen
- i. Freezers - platforms need to be able to be moved for cleaning
 - 1. ***Natalie moved a motion that P&C pre-approve 5 new, elevated metal fridge stands up to \$500, preferably with lockable casters. Jasmine seconded. Carried.***
 - ii. Cost analysis to be undertaken (including new menu, cleaning, pest control etc)
 - 1. **To be placed on agenda for canteen subcommittee**
 - iii. Canteen to have frozen drinks/ice blocks in eskys on Colour Run day so parents can watch kids run
 - iv. 22/3 Hotdog Day
- e. Recycled Uniform Shop
- i. Not as many donations of sports uniform - P&C page to be used to ask for more donations online

8. General Business.

- a. AGM in March - roles and notice to be given 2 weeks in advance to the school community.
- b. Can P&C Facebook group be shared periodically by the school Facebook page please?
- c. Wishlist - **Chantell to email Mel to ask staff for any suggestions.**
- d. bread bags - no word from company yet. **Andrew to follow up.**



- e. Merit awards system (Bronze, Silver, Gold etc) - is there a reason this is not part of the FPS culture? Could we please consider this, particularly for the children who otherwise would not receive a reward? To be discussed at next meeting with Mel.

9. Next Meeting

- a. AGM Tuesday 19th March, 2024 6:30pm - Subject to completion of 2022-2023 Audit
- b. Tuesday 19th March 2024, 7pm

10. Close Meeting 9:02pm

P&C Meeting 19 February 2024

Principal's Report

Since the last meeting:

- We have had a very smooth start to 2024. As planned, we went into our 2024 classes at the end of last year. We only had to make a few changes at the start of the year.
- We had 37 very keen and eager Kinder students start and they have settled beautifully.
- We have rolled into the new admin system of School Bytes. Thank you to the community with your patience with this.
- Band has recommenced and is in full swing!
- An anxiety program designed for students 5-7years has begun for 6 targeted students.
- An expression of Interest went out for both the Choral Festival and Dance Festival in 2024.
- Scripture has recommenced and will again be occurring on a Friday morning.
- Reading intervention (MiniLit and MacqLit) began a couple of weeks ago for 54 targeted students in years 1-6.
- Last Thursday we invited parents into classrooms after school to meet the teacher informally. Parents were also provided with information packs.

Coming up:

- Tomorrow our District swimming team will represent our school at the district carnival. Good luck to our team and thank you to Mrs Calderaro and Mr Lloyd for their support of the team.
- Figtree High Expo night will take place on 6 March.
- We will be having our SRC Induction afternoon tea next Wednesday afternoon at 2:30pm
- Year 3 and Year 5 students will be completing NAPLAN in March. Specific school dates will be provided to parents shortly.
- Our Cross Country Carnival will take place at the end of this term. Running training has started some mornings before school.
- All students will be involved in a soccer fun day on 22 March. There will be no cost for families.
- We will be having our first working bee in a very long time on Saturday from 8:30am-11:30. It would be great to see lots of faces.
- Individual Parent/Teacher check ins will take place at the end of this term or the beginning of next term, More information will be sent in the coming weeks. As always, please reach out to teachers to organise a time prior to then if you like.

Other:

- We have welcomed Miss Emily Markham (Assistant Principal) to the team as well as Mrs Natalie Davis (SLSO) who will be delivering Stage 1 intervention Mon-Thurs.
- Mrs Jolliffe will begin her maternity leave in two weeks. We wish her all the very best for the safe arrival of her new baby.
- I am taking leave most Fridays this term. Mrs Kris Pomery is relieving for me on these days.
- As communicated at previous P&C meetings- we have now applied for another dendrobium community grant for the next stage of our playground upgrade. We have applied for funds to support the installation of a synthetic soccer pitch and running track.

Melissa Harding
Principal