



**Narellan Vale Public School P & C Minutes of Committee Meeting**  
**Wednesday 16<sup>th</sup> March 2022**

Meeting Opened: 7:21 pm

**Present:** As per sign in sheet

**Apologies:** Sharyn, Susan, Michelle

**Minutes of Previous Meeting Accepted:**

Brooke read the minutes from the last meeting. A motion was passed that the minutes of the meeting on 9<sup>th</sup> February 2022, as read, are a true and accurate account of said meeting.

Acceptance moved: Brooke                      Seconded: Cynthia

**Business Arising**

- Mr Randhay has been assisting with the school website. It is an important aspect of promoting the school and allowing for new and potential parents to have a look at it. It needs to be relevant to 2022. It is still a work in progress. The P&C portion is updated for people to be able to view. Allows parents to have a reference point in relation to social media etc.

**Principals Report:** Michelle Sarjana

- We are extremely pleased that many restrictions have been lifted. However, Covid absences are still presenting us with daily staffing problems. Many of our additional programs have been paused including Covid Intensive Support-BOOST, Learning and Support, EAL/D, Aboriginal, Library and \* teachers RFF.
- At present we have 708 students on roll and this includes our 21 Support Unit students. We have 27 mainstream classes and the 3 Autism Support classes. Unfortunately, we were short by 2 students on the day numbers needed to be submitted and we have had to pay for the 27th class out of our budget. This was necessary to avoid some grades having extremely large classes and avoid a complete restructure.
- A couple of our unit students are presenting with extremely challenging behaviours and one in particular absconds frequently. We are seeking your support in having keypads installed on each of the doors of the unit classrooms for safety reasons.
- The recent weather has resulted in many classrooms being damaged and AMU have attended the site and repairs are underway.
- Thank you for your understanding in regard to changes in school photograph dates. Unfortunately, the torrential rain resulted in a postponement.
- Our school canteen is once again open and fully operational. CAMP Australia -OOSH is also fully operational and many new Kindergarten families are accessing this service.
- The Honorable Mr Peter Sidgreaves visited our school on Monday 14th March and presented our student leaders with a certificate. The sun shone and it was wonderful for the

whole school to participate in a morning assembly, the first this year.

- Our whole school assembly is scheduled for next Thursday 24th March in the school hall. PBL Awards will once again be distributed and students who will be receiving an award will take home a slip inviting parents/carers to attend.
- Excursions are being booked and sporting events are planned to proceed.
- All staff have completed their First Aid training after a delay because of Covid.
- Parent Helper workshops have commenced successfully and another session is planned for this week. Miss Mair is leading these short sessions to ensure parents/carers complete all relevant mandatory paperwork. There is one tomorrow at 9.15am and another one next Wednesday 23rd March at 2.30pm.
- Attendance at meet the Teacher was positive and we look forward to Three Way Conferences at the start of Term 2.
- Thank you to P&C for your planning and organising in preparation for the upcoming Easter raffle and Easter hat Parade.
- Mr Ash Randhay has been busy updating our School Website over the past few weeks. It is looking very inviting. Thanks Ash.
- Scripture began this week.
- As a school we will be focusing on our PBL and Bullying and no violence.
- Senior leaders are seeking P&Cs support in passing a motion to alter the times and platforms that future meetings are held to enable more participants including staff.
- 8 meetings across the year

Meeting 1-Zoom

Meeting 2 AGM tonight 16.3.22 face to face

Meeting 3 4.05.22 Day time commence 2pm?

Meeting 4 8.06.22 Zoom

Meeting 5 27.07.22 Face to face

Meeting 6 31.08.22 Zoom

Meeting 7 19.10.22 Day

Meeting 8 23.11.22 Face to face

- Congratulations to all position holders who were elected - We look forward to a productive partnership this year.

Michelle Sarjana

- Tweak the time of the meeting to try and entice more participants. Day may not allow for a chorus of execs on the panel.
- Face to Face allows for that interaction especially for the newer parents to meet and have conversations.
- Could have Zoom session to help parents who may be unsure to log into that as a platform.
- Put out a poll to see if parents might like to come if the meeting is earlier or done on an alternating platform.
- Giri wasn't aware of what the P&C is and what the role of it is. Send out some information about what the idea of it is and how it benefits our school.

### **Community Liaison Officer's Report:**

- Position still to be filled

### **Correspondence in:**

- Bank Statements and Fundraising pamphlets

## **Correspondence out:**

### **Fundraising Report:** Brooke McKinnon

- TWOSDAY CRAZY SOCK DAY was held on 22-2-22 and was fun. Kids and teachers had fun. Thank you to Mili Spiroski and Jodie Mawby for helping to collect and count the money from the classrooms. The total amount raised was \$676.55 with \$340 going to year 6 and the remaining to the P&C.
- MOTHER'S DAY STALL: Mother's Day gifts have been purchased. Will need helpers on Monday 2<sup>nd</sup> to organise into classes ready for Thursday 5<sup>th</sup> May Stall day.
- EASTER GIVEAWAY Easter tickets/ Donations notes have been done and sent to the office for printing. Each child will receive one and have requested they go out this week to give parents time. Facebook pages have been updated and notes will go up once the kids receive them in their bags. Bunny posters for classes have been designed and printed and ready to put up in classes. Bunny footprints have been ordered from a parent as an A4 wooden template and will help with doing the prints in the classes. Allergy lists have been requested from the office staff to help us order Allergy-free bunny chocolates and deliver them along with Cadbury eggs to classes while the parade is on. Hopefully, the kids can march as one cohort so the eggs can be delivered without the kids seeing – last year was hard with staggard times. Will need helpers for the raffle: collecting money, selling tickets, putting prizes out for show, bunny prints in classes, delivering eggs to classes. Thursday 7<sup>th</sup> for Easter Egg wrapping, Parade Friday 8<sup>th</sup>.
- Cross Country Friday 29<sup>th</sup> April. Year 6 fundraiser for drinks and P&C to do a sausage sizzle.
- Harmony Day happening on Monday? Lisa will follow up tomorrow to see if the whole school will be participating.

### **Sponsorship Report:** Michelle McGarrity presented by Brooke

- Michelle has told me she probably won't be available because she is moving house tonight.
- She said there is no further update from last month other than she has emailed and is waiting to hear back.
- Brooke has suggested she needs to change the packages - they need an overhaul.
- Emma suggested we do Project Sponsorship where we get companies to sponsor certain projects, i.e. the picnic benches at school, and when complete we advertise it with a plaque and advertise them as the construction takes place etc.

### **Uniform Shop:** Brooke McKinnon

- Opened some Saturdays to accommodate parents who needed new shirts for school photos. I made a special trip to Fairfield to collect late orders and made sure the parents had time for photo day before it changed.
- I have organised new Staff Polos with permission from staff and school exec. These are the same as the Year 6 polos. They will have a white school logo embroidered with STAFF below it all in white on the navy blue. Stock sizes will be Small to 4XL. These will be sold at the uniform shop for \$32 each. They will be available to purchase 2-3 weeks from this week.
- Winter stock has been ordered and will start to arrive from next week onwards.

- Year 6 Polos orders are coming in and I'll be putting out a reminder to parents who haven't done so on Friday so they can be ordered as soon as possible. We want to make sure there is plenty of time at the embroiders and printers so that Covid doesn't play a role in making them late. I'm expecting them to be out to kids by early Term 2.

## Treasurers Report: Cynthia Williams

Narellan Vale Public School P&C			
<b>Balance as at 16/3/22</b>			<b>2022</b>
The Mac - S2			18,858
The Mac - S1 (Visa Debit Card)			167
The Mac - E-saver			10,697
The Mac - Term Deposit			25,613
Float - Undeposited Funds			
Petty Cash			110
2nd Hand Uniforms - Undeposited Funds			45
Total Assets			<u>55,445</u>
<b>Income - Year to date 2021 @ 16/3/22</b>			
	<b>Income</b>	<b>Expense</b>	<b>Profit(Loss)</b>
<b>Fundraising events</b>			
Mother's Day Stall		(4,000)	(4,000)
			0
			0
			0
<b>TOTAL FUNDRAISING SURPLUS</b>			<b>(4,000)</b>
<b>Other expenses/income</b>			
Membership			26
Bank Interest			3
Bank Fees			4
<b>Net Profit(Loss)</b>			<b>(3,967)</b>
Donation to NVPS -			
Donation to NVPS -			
Other Donation/Gift - Kitona Family Flowers			(69)
Other Donation/Gift -			
Other Donation/Gift -			
Other Donation/Gift -			
<b>TOTAL DONATIONS</b>			<b>(69)</b>

### INDEPENDENT REVIEW REPORT TO THE MEMBERS OF

#### Narellan Vale Public School Parents and Citizens Association

**Scope:**

I have reviewed the accounting records of the Narellan Vale Public School Parents and Citizens Association for the period ended 31<sup>st</sup> December 2021.

My review included examination of evidence supporting the amounts in the financial reports, so as to form an opinion as to whether the financial statements present fairly and are consistent with my understanding of the financial position of the Narellan Vale Public School Parents and Citizens Association and the results of its operations.

The review opinion expressed in this report has been formed on the above basis.

**Qualification:**

As is common for associations of this type, it is not practical for the Narellan Vale Public School Parents and Citizens Association to maintain a comprehensive and totally effective system of internal control over income and other fundraising activities until the initial entry in the accounting records. Accordingly, my review was limited to the amounts recorded.

**Review Opinion:**

In my Opinion, the financial statements, present fairly the financial position of the Narellan Vale Public School Parents and Citizens Association, as at 31<sup>st</sup> December 2021 and the results of its operations for the period ended on this date.

*Emma Neate*

Emma Neate - B.Bus CPA

2 Bowral Street

Wilton NSW 2571

## **General Business.**

- Scripture is not being provided by Catholic across Macarthur region as they can't get volunteers. Protestant are running and Islamic is reaching out to see if anyone would like to be trained to run it. Will take time for someone to complete the training. Protestant have offered to do a combined scripture, will put out the expression of interest for this to go ahead.
- Culture club for Indigenous students. Some of the families wanted their child to attend scripture as well as culture club. Scripture needs to be offered first. Will see if we can build culture club back into the timetable.
- Keypad on the doors for the support classroom. Quick poll to see if everyone is in favour. Everyone in attendance was ok with the locks. Only to be used when in the classroom to keep the students safe and not absconding from the classroom.
- Alison has observed that we may need a police officer out the front of the school where drivers are overtaking on the wrong side of the road, putting people in danger. Road safety for the students is a part of the curriculum. Not necessarily parents of the school but local members of the community. Student crossing after the crossing, not looking properly for cars and generally unsafe.
- Staff try to keep Kiss and Drop moving safety and efficiently to try and ensure everyone's safety. Police do periodically come out and do a lap. School can request for an officer to be present again.
- The crossing man David is so polite and ensures everyone is safe to cross, very thankful for his commitment to his job.
- Thanks for opening the school earlier allowing parents to come and collect their child earlier in the torrential rain for those few days we were impacted.

Meeting closed: 8:18pm

**Next Meeting:** 4<sup>th</sup> May 2022