

## Minutes of Meeting

Tuesday 12 March 2024 – Staffroom

7.00pm

1	Open & Acknowledgment of Country
2	Welcome by the President
3	<p>Attendees/Apologies &amp; Welcome New Members</p> <p>Attendees: Sarah Mross, Amanda Ritchie, Peter Taniane, Alison Wedgwood, Michelle Mansson, Corinne Archer, Sean Ollerton, Kylie Waterson, Benny Reilly, Tenille Warrington, Daniel Campan, Matthew Wright, Kyle Seton, Sarah Seton, Montana Raggett, Lauren Wilson, Lenell Fox, Sarah Bianchi</p> <p>Apologies: Erin Mackenzie, Leanne Flower</p> <p>*Reminder to pay \$1 into P&amp;C Account if you want to be a financial member</p>
4	<p>Minutes of Previous Meeting</p> <p>- Endorsed: Amanda Ritchie, Lauren Wilson</p>
5	<p>Business Arising from Minutes of Previous Meeting</p> <p>Nil</p>
6	<p>Correspondence Summary:</p> <p>In:</p> <p>In &amp; Out:</p>
7	<p><b>Guest Speaker: Mr Brett James re the Fathering Project</b></p> <p>In 2013, Loftus was one of the flagship schools with the Fathering Project. After a few Covid years, the school is now re-engaging with the program – will trial a few events this year.</p> <p>Mr James is championing the program and seeking assistance to spread the word for the project and encourage attendance.</p> <p>Aims to be an inclusive activity for all children – regardless of family make up - any father figure is welcome to participate – (uncles, big brothers, grandfathers, coaches etc).</p> <p>Previous years events included Bingo night, karaoke night, girls hairdressing night, boys golf driving range night.</p> <p>This years key dates:</p> <ul style="list-style-type: none"> <li>- 26 March – inaugural kick off meeting,</li> <li>- 27 June dad/daughter hair night (seeking recommendations for hair dressers to assist – Suzy advised Locks and Lily in Yarrawarra has expressed interest)</li> <li>- 7 sept - Spring fair – would love to get the dads involved in organising a stall – book stall was suggested and could include dads reading to kids throughout the day</li> <li>- 21 Nov - dad/son handball and hot dog tournament</li> </ul> <p>Request for P&amp;C members to spread the word and get dads RSVP-ing to kick off meeting invite – approx. 25 have registered which is great but want to triple that number. If the events are successful this year would look at expanding to whole of school events next year.</p>

	<p>Also seeking volunteers to be advocate Dads for the program and to lend a hand to help set up events, put chairs out, set bbq up etc.</p>
8	<p><b>Guest Speaker: Alysha Aberline – Loftus School Office - Q&amp;A on School Bytes App</b></p> <p>Wanted to offer the opportunity to ask how the app is working, it has pulled together a number of systems, including finances, events, etc but is the community having any issues – is there anything else that is needed?</p> <p>Montana Raggett – Issue with the app not pinging notifications – i.e. latest Bush Wattle newsletter and the Stage 2 environmental incursion. Confirmed phone permissions to receive notifications are on but still not getting some. Is there a difference between email notifications and what gets pushed out via app notifications? Could it be based on urgency/late notices? Could there be an option for a notification to check your emails if something important has been sent by email only?</p> <p>Alysha to review recent missing notifications with School Bytes – noted that there are some system restrictions in place for items that don’t need permission signed etc. Also conscious we don’t want to bombard people with notifications. But the system does support notifications re cancellations which is helpful. She will go back to school bytes on issue but confirmed should be both emails and on school bytes.</p> <p>Consensus that the calendar option is good – Suzy confirmed that the Sunday FB post wont be issued anymore so everyone should check the app calendar for whats coming up during the week. The school is attempting to keep the calendar live with cancellations/updates etc.</p> <p>Sean Ollerton queried that Naplan wasn’t on the calendar? Suzy updated during the meeting – was likely because the window had been identified but exact dates weren’t confirmed – window has been added now. The school has three calendar views so sometimes its making sure its visible in the right one – if you happen to know of something that should be on there, please reach out to the school.</p> <p>Lauren Wilson noted that it is useful to be able to see all the things in one place and for all kids at once.</p> <p>Alysha noted the school is reviewing additional things that could be added – trialling items such as medical forms, customised learning plans etc. Query around if no consent or payment needed – do the letters stay in the portal? Confirmed they are just sent as emails if no action is required so wont stay in school bytes portal.</p>
9	<p>Reports</p> <p><b>President:</b></p> <ul style="list-style-type: none"> <li>- Its been a great but very busy start to the school year – great to see but also don’t want to fatigue people early on. Lots going on as you will hear from the reports.</li> </ul> <p><b>Treasurer:</b></p> <ul style="list-style-type: none"> <li>- Treasurer report attached to the minutes.</li> <li>- Have chased up Tamberlaine wines for the money owed – confirmed this will be paid in the next two weeks.</li> </ul>

**Uniform Shop Sub-Committee:**

- Still seeking a volunteer to shadow Ngairé to take on uniform shop next year. Doesn't require physical presence every week – just need a coordinator role and there are plenty of volunteers who can support.

**Vice President – Fundraising:**

- Hot cross buns orders are now open, have managed to source them at a cheaper cost than in store and passed that savings onto parents. Buns will be collected on 27 March and brought to school. Thanks to Leanne Flower, Sarah Bianchi, Gabrielle Taniane and Michelle Mansson for hot cross bun assistance.
- Tickets are now available for the Movie night – 5th April. Migration is the movie – thanks to Corinne Archer for organising. Raffle coordination with some great prizes is underway and volunteers will be needed for the night. Three food trucks are booked – vegetarian option, pizza and gozleme. Popcorn and drinks from P&C will be available – the aim is to raise enough to not have to request the “Fiver for the fair” from the school community. Movie to start at 7pm.
- Term 2 disco at risk of not proceeding unless a coordinator volunteers.
- Rochelle Jones is organising mothers day stall – some really great options have been sourced. Where is there somewhere to store items prior to the day? Suzy advised that we can book the learning centre. Aim this year is for the dads to run the stall – will be seeking volunteers for packing orders and on the day.
- Term 3: Fathers day stall – falls close to spring fair day so likely to be a bit smaller. Ideas raised: Faces on socks, fingerprints/handprints, art items. Last year 60% sales online and 40% sales on the day. Seeking ideas for items for the stall.
- Spring Fair – have booked rides and passed through the SRC, they picked inflatables, first committee meeting has been held – still need more people esp. support roles for advertising, marketing and comms, social media, sponsorship and donations, volunteer rostering on Givar.
- Idea to hold a meeting for any volunteers who may like to participate to discuss available roles and requirements.
- 15 stalls planned so far. Storage noted as a logistical issue to be resolved for books/toys with a call out for donations.
- Have quotes for outdoor power points been received? Suzy reported electricians were out today to look at it – hopefully will be installed by movie night.
- Term 4 disco – volunteer pending and Tamburlaine wine fundraiser again.

**Vice President Report – Special Projects:**

- Request for any volunteers to clean out the P&C office – next Friday 22<sup>nd</sup> March 2-4pm.

**Principal's Report:**

- Echo Sarah's comments that it has been an extremely busy but great start to the year – students have settled in well, esp. kindly with an amazing intake that has adjusted well to school life.

	<ul style="list-style-type: none"> <li>- Curriculum reform – it has been big shift and very busy, unpacking the curriculum and straight into learning which is good. Naplan starts tomorrow but important to remember that it’s a point in time and just one assessment.</li> <li>- Reporting and school bytes – there will be a change to school reports, more parent friendly language and content, a 5 scale for effort, better content descriptors, highlight things that have been learnt, areas of strength and areas for learning growth/future direction.</li> <li>- School is loving school bytes app – the office has been busy integrating systems and the team of 7 SLOS have been working magic across the school.</li> <li>- Excited to see parent volunteers back in classrooms – Mrs Harris organising.</li> <li>- Swimming carnival was great day – well run by Mr Targett and Mrs Stuart, 4 students made it to regional level and did well. Our best result was a 2nd in one heat – one student will be going to state finals.</li> <li>- Debating has had a great start – 8 students attended a workshop at Narwee Public School – and shared their learnings with both the training and debating teams.</li> <li>- Thank you to P&amp;C for funding new signage across the school – fencing signs, acknowledgement of country (which has incorporated the kids artworks), school stand banners and friendship bench, kids artwork.</li> </ul>
ii	<p>School Safety &amp; Security</p> <ul style="list-style-type: none"> <li>- Note to be mindful of the ducks – have been on the streets outside the school.</li> </ul>
11	<p>General Business</p> <ul style="list-style-type: none"> <li>- Peter Taniane – confirmed P&amp;C will be paying for the easter eggs for easter hat parade as per previous years. If anyone wants to volunteer to take eggs around, please advise.</li> <li>- Alysha advised that the 10c recycling cans scheme has been relying on receiving cheques as the school doesn’t have an individual account – but they are 6 months behind and constantly chasing the cheques – could the school use the P&amp;C account to receive funds and then distribute? – the money goes to the school environment club. Agreed by P&amp;C.</li> </ul>
12	<p>Items for next meeting - (Tuesday 7 May, Week 2, Term 2 2024)</p> <p>-</p>
13	<p>Close meeting: 8:07pm.</p>

# TREASURER REPORT

5 Feb 2024 - 11 Mar 2024

**Comments:** New Treasurer Peter unfortunately now has access to the Xero and the accounts  
 Tamburlaine Wine Fundraiser closed on the 15 Dec 2023. Michelle Brack is chasing transfer and amount raised with thanks; follow up sent on 11/03/2024  
 \$9,556.69 has been paid as a deposit for the rides for the fair, \$2,728 and \$255.70 has been paid for the Movie night **\$12,540.39 in total spent of upcoming fund raising, which aligns to the overall loss from last report**  
 Library invoice has been raised and is due now  
 The Uniform shop continues to do amazing work. Ongoing support from volunteers is appreciated to keep uniform costs down.

	Current Report	Previous Report
General Account	\$ 21,606.01	\$ 33,872.67
Uniform Account	\$ 31,329.07	\$ 31,424.24
Debit Card	\$ 1,923.13	\$ 2,000.00
	<b>\$ 54,858.21</b>	<b>\$ 67,296.91</b>
Minus expenses yet to be paid	<b>\$ 29,188.21</b>	<b>\$ 41,626.91</b>

Expenses yet to be paid	
Library move and fit out	\$25,670
	\$25,670
<b>Overall profit since last report</b>	<b>\$ (12,438.70)</b>

Income owing to us		
Tamburlaine Wine	\$?	Followed up 11/03/24
Fairy floss reimbursemen	\$383.99	\$309.48 paid
<b>Total</b>	<b>\$383.99</b>	