



SIPPS Parents & Citizens Association

MEETING MINUTES

Wed 16th Mar 2022

Attendance: Caroline English, Alison Wright, Felicity Harris, Nicole Pruden, Emmy Druce, Claire Bennett, Karen Deane, Emmy Dobosi, Claire Stein, Kirstin Hopkins, Eric

Apologies: Stewart Duncan, Rene Price, Tracy-Lee Reaper, Lorna Raine, Jess Powell,

AGENDA ITEM	RESPONSIBILITY BY WHOM / WHEN
<p>Acceptance of previous Minutes Accepted by Felicity Harris</p>	
<p>Principal's report Principal's report (Caroline) – attached</p> <p>President's report President's report (Stewart) - attached</p> <p>School Funding Wishlist</p> <p>2022 Priorities – Committee agreed to fund this year</p> <p>1. PSSA Teacher</p> <p>Funding extra hours of part time teacher to attend PSSA to ensure we can have a second PSSA team. \$8,000 – agreed earlier this year.</p> <p>2. Interactive whiteboard</p> <p>\$10-\$14,000 each Electroboard that goes up and down to suit height of different aged children. School will be purchasing two for classrooms and asked the P&C to purchase a third for the library. P&C agreed to match the same style chosen for the classrooms and to support this year. Caroline to provide quote.</p> <p>3. Books</p> <p>\$5000 library books and \$2,000 class readers – agreed last meeting</p>	<p>Caroline</p> <p>Stewart</p>

<p>4. Gate intercom</p> <p>~\$16,000. Quoting in progress, more detail and comparison quote required. Discussed including appropriate electrics to support the installation of electronic sign in the future.</p> <p>Longer term goals – require additional fundraising and grants to reconsider</p> <ol style="list-style-type: none"> 5. Canteen upgrade ~\$100,000 – look out for grants to support 6. K-2 toilets – neither the school nor P&C can afford this – would require department / grant funding ~\$100,000 7. COLA sound system ~\$16,000 8. Electronic Sign at front of the school ~\$50,000 <p>Books</p> <p>Further discussion had after last meeting about the \$5000 P&C contribution of library books. The school further presented their case for this amount, and P&C reconfirmed agreement to fund. Discussion had about negotiating with suppliers to ensure we get the best deal possible.</p> <p>School Catchment</p> <p>Stewart has prepared a very comprehensive report to be presented to Jonatan O’Dae. Lorna and Nicole have agreed to pick up this project and will reach out to get a meeting schedule with Jonathan. Stewart’s presentation has a few missing gaps to be completed first – Stewart to send editable PowerPoint files. Key point to present – that SIPPS are currently well under our capacity, and would not need demountable to grow.</p> <p>Calendars</p> <p>SchoolZine vs School calendar have had conflicting dates. Caroline and Rhonda have been working on updating the SZine calendar.</p> <p>Key Event Dates</p> <p>Volunteers must be double vaccinated. Onsite activities with kids also must have Working with Children certificate.</p> <p>Festive and Easter Hat Parade – Friday 8 April, 2-3pm Election - May date tbc. Felicity to put out call for volunteers to run this Mothers Day Stall - Wed 4 May Mothers Day Breakfast - Fri 6 May 7:30-8:30am School Disco - Fri 26 Aug, 4:30-6pm and 6:30-8pm Fathers Day Stall - Wed 31 Aug Fathers Day Breakfast – Fri 2nd Sep 7:30-8:30am Camp Out – 22-23 Oct, backup 29-30 Oct</p>	<p>Lorna and Nicole</p> <p>Stewart</p> <p>Caroline and Rhonda</p> <p>Claire.B and Emmy Felicity Jess + ? Jess + ? Tbc Jess + ? Jess + ? Stewart and Felicity</p>
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Festive and Easter Hat Parade

Thu 7 April, 2-3pm

Claire will arrange afternoon tea to pre purchase on QKR: Easter Cookies, cupcakes tea and coffee. Hot drinks to have safety lids.

Claire.B

Emmy will organise Easter Egg raffle.

Emmy

Claire and Emmy to organize joint flyer for both and let Lorna know prices to add to QKR.

Lorna

Bike Racks and Ride to School Day

2 free bike racks donated

Karen to email Caroline the link, and Caroline will work with Elizabeth Bennet on Ride to School Day initiatives.

Karen / Caroline

Uniform Shop

Tanya to report back regarding coloured house shirts and alternatives to embroidered shirt.

Tanya

Flash sale of raincoats sold a few to help clear stocks. Rerun comms next rainy spell.

Uniform pricing shared by Felicity and Nicole from others school for Lorna and Tanya to review our pricing.

Tanya and Lorna

Tennis Courts

Check P&C insurance covers external visitors – Lorna

Lorna

Caroline is obtaining quotes for gate.

Committee querying if it is worth the cost of gate and path for such little return. Obtain quotes and discuss next meeting.

Voluntary Contributions

Has once again been added to the school invoice.

Felicity and Stewart to update contribution flyer with agreed fundraising goals and distribute via usual channels.

Felicity / Stewart

Banking Change to Westpac

Carry over to next meeting

New members paid dues:

Eric, Claire Stein, Kirstin Hopkins

Next meeting

Wed 18 May 2022, School Library

Upcoming P&C Event Planning

Date	Event Scheduled	Person Responsible
Friday 8 April, 2-3pm	Festive Easter Hat Parade 2022	Claire and Emmy
May, tbc	Election	tbc
Wed 4 May, school time	Mother's Day Stall – for kids	Jess + ?
Fri 6 May, 7:30-8:30am	Mother's Day Breakfast – with Mums	Jess + ?
Fri 26 Aug, 4:30 and 6:30pm	School Disco	
Wed 31 Aug, school time	Father's Day Stall – for kids	Jess + ?
Fri 2 Sep, 7:30-8:30am	Father's Day Breakfast – with Dads	Jess + ?
22-23 Oct or 29-30 Oct	Camp Out	Stewart and Felicity

2022 Meeting Dates

Date	Meeting	Location
16 February 2022	P&C Monthly Meeting	St Ives Bowling Club
16 March 2022	P&C Monthly Meeting	School Library
18 May 2022	P&C Monthly Meeting	School Library
15 June 2022	P&C Monthly Meeting	School Library
27 July 2022	P&C Monthly Meeting	School Library
7 September 2022	P&C Monthly Meeting	School Library
19 October 2022	P&C Monthly Meeting	School Library
16 November 2022	Annual General Meeting	School Library
December	P&C Dinner, date tbc	Offsite

P&C Roles for 2022

Date	2022
President	Stewart
Vice President #1	Nicole
Vice President #2	Felicity
Treasurer	Lorna
Secretary	René
Marketing / Communications Coordinator	Felicity
Canteen Coordinator	Clare
Uniform Shop Coordinator	Tanya O'Brien
Class Parent Coordinator	Karen
Band Coordinator	Emmy Druce
Tennis Court Coordinator	David Xaio
Fundraising Coordinator	Jess Powell
Environment Coordinator	Vacant
Grants Officer	Vacant