



SIPPS Parents & Citizens Association

MEETING MINUTES

Wed 7 Sep 2022

Attendance: Alison Wright, Leanne Hayllar, Stewart Duncan, Felicity Harris, Claire Bennett, Nicole Pruden, Claire Stein, David Cowan

Apologies: Caroline English, Lorna Raine, Tracy-Lee, Tanya O'Brien, Jess Powell, Emmy Druce, Mani

AGENDA ITEM	RESPONSIBILITY BY WHOM / WHEN
<p>Acceptance of previous Minutes Accepted by Stewart Duncan</p>	
<p>Principal's report Principal's report (Caroline) – attached</p>	Caroline
<p>President's report President's report (Stewart) - attached</p>	Stewart
<p>Treasurer Report \$3190 raised from recent social events – well done to all</p>	Lorna
<p>Uniform shop report Need to source elastic ties for 2023 Second hand uniforms are nearly sold out thanks to recent great efforts, we can now start asking for more donations.</p>	Tanya
<p>Book Week Big thank you to Emmy. Reminder to hand over her knowledge and plan with plenty of time next year with new coordinator</p>	Emmy
<p>Disco and Fathers Day Big thank you to Jess and her volunteers for such wonderful events, with so many beautiful and memorable touches.</p>	Jess
<p>Canteen New ceiling booked for replacement by Assets. New oven, fridge and freezer have been ordered with the grant funding, and shelves are being replaced.</p>	Claire

<p>Front electronic sign P&C have agreed to support \$15,000 towards an electronic sign. With Assets for quoting. If they quote excessively the P&C will arrange instead.</p> <p>Camp Out Save the date flyers have gone out, movies have been selected. Flyers to go out shortly Felicity to organise roster Felicity to write up risk assessment Food planning – Groceries – Nicole to help out.</p> <p>Year Six Farewell Venue booked, planning underway. Plans to be shared to Caroline and P&C start of Term 4.</p> <p>Band Performance at the Food and Wine Festival at Wahroonga - 30 Oct Performing at SIPPS Spectacular – 20 Sep</p> <p>Tennis Mark Geffan has raised frustrations with the current situation not allowing parents onsite to collect children and speak with Mark, necessary for ongoing feedback between student and coach, lesson coordination and so on.</p> <p>Grandparents Event Request made from some parents or a specific Grandparents event. Committee agreed the calendar too busy this year. Table again next year.</p> <p>Christmas Gingerbread House Social Activity A parent suggested a social fundraising activity to build gingerbread houses. Committee agreed that time of year is too busy and there is not enough appetite to run this through the P&C. Suggestion made for K-2 stage to run as social activity instead if they choose to.</p> <p>P&C Christmas Dinner Nicole offered to host at her house Date tbd next meeting</p> <p>AGM ST Ives Bowling Club booked</p> <p>Next meeting 19 October 2022</p>	<p>Caroline</p> <p>Stewart and Felicity and Nicole</p>
--	--

Upcoming P&C Event Planning

Date	Event Scheduled	Person Responsible
20 September	SIPPS Spectacular	Caroline
22-23 Oct or 29-30 Oct	Camp Out	Stewart and Felicity
16 Nov	Annual AGM at bowling club	Stewart
December	P&C Dinner, date tbc	Offsite

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
10 August 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

P&C Roles for 2022

Date	2022
President / Grants Officer	Stewart
Vice President #1	Nicole
Vice President #2	Felicity
Treasurer	Lorna
Secretary	René
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