



St Ives Park Primary School (SIPPS) Parents & Citizens Association

MEETING MINUTES

Wednesday 15th May 2024

Attendance: Caroline English, Kylie Follows, Matthew Newman (chair), Kirstin Hopkins (minutes), Mani Raman, Lucas Mertens, Karen Deane, Kasja Newman, Craig Taylor, Kristen Serra, Claire Stein, Rebecca O’Sullivan, Leah Kelly

Apologies: Pui-Ling Parsons, Lorna Raine, Merryn Dharmi, Stewart Duncan, Leandri van Schalkwyk, Anna Ippolito, Felicity Harris, Rene Price, Melanie Milne-Davies

AGENDA ITEM	RESPONSIBILITY BY WHOM / WHEN
<p>Acknowledgement of Country I would like to acknowledge the Gadigal people of the Eora Nation who are the Traditional Custodians of this land. I would also like to pay my respects to the Elders both past and present and extend that respect to other Aboriginal and Torres Strait Islanders who are present here today.</p>	Matthew
<p>Confirmation of previous Minutes</p>	Lucas
<p>Actions from previous meeting</p> <ul style="list-style-type: none"> - Gate 2 latch/ lock – OOSH team was to f/up and communicate with school and parents > gate now unlocked or even open at times. Nil formal communication from OOSH. ACTION: Caroline to ask OOSH to formally inform the parents about plan for the gate i.e., how should parents leave the gate on exiting the grounds? - QKR access/ management – ACTION: Matthew still to d/w Lorna - Sports equipment trolley – has this been replenished and is it now available for students? > Yes, underway, sports equipment has been purchased and is being labelled, soon to go out! 	Matthew
<ul style="list-style-type: none"> • Principal’s report – see attached report. <p>Uploaded external validation to panel. Formal meeting on 28/05. Await feedback, then develop new school plan (school excellence framework). Great start for P&C this year. Working Bee (in March) was a success. Festive and Easter hat parade and school tour this week, school grounds looking great. Thanks to the team and all the volunteers for the Mother’s Day event. Enrolments 2024/2025, thanks to Claire Cavanaugh who was the parent rep on first tour. OOA enrolment meeting – enrolments accepted. School is aware of siblings who may want to enroll – Caroline asking to enroll as soon as possible, accepting ‘first come first served’. Aiming for min 160 students next year. 147 students currently. Staffing is lost under 160 e.g., office hours, library etc. Annual review of catchment area. New furniture in K-2 classrooms. All school budgets to be adjusted soon. Reduced.</p>	Caroline

<p>School communication: Quick send messages – no SkoolZine from June, all parents need to be on SkoolBytes. Parents need to have notifications enabled. Financial savings with new platform and also meets the needs of the school.</p> <p>Expressions of interest opened today for use of school oval – training grade field with flood lights, and community use outside of school hours. EOI closes 05/06/24. One company would use this throughout the week, and they would pay for the upgrade. Contact the Asset Activation Team by email or visit the department’s website.</p> <p>Several asset upgrades already completed – painting and recarpeting of classrooms, bathrooms, flooring, quadrangle resurfaced. Local asset management > projects are now on hold until further notice. Anything that involves changes to department site. Solar panels already installed, but screens have not been installed – Caroline has spoken to ASO to check, linked to grant so may still go through.</p> <p>Canteen 5* rating received this week, well done Kasja! Food inspector has had a discussion with OOSH to bring up to standards.</p> <p>Plan for NSW Public Education. Workload of teachers raised as a significant issue. Prioritizing resources and staff wellbeing.</p> <ul style="list-style-type: none"> • President’s report Thanks for all the efforts on recent events, great feedback from the community. • Treasurer’s report Uniform shop very busy with winter uniform sales. Surplus \$18,000, cash in bank \$110,000. • Uniform shop report Going great, very busy, well organized. A number of options for jumpers. Second hand uniform sales going well. Donations received, to be checked on Friday. • Canteen report Canteen 5* rating received this week. Going well. Thinking of opening canteen for hot food on a Friday. Lots of people ordering hot food on a Monday. Menu review – still waiting (for the health star rating). • Class parents report All going well. Shout out to Anna for covering all the readers! 	<p>Matthew</p> <p>Lorna (via Matthew)</p> <p>Lee/ Claire</p> <p>Kasja</p> <p>Karen</p>
<p>Updates on grants</p> <ul style="list-style-type: none"> - Yarning circle (grant for eco garden) > on hold due to assets hold up (see below). - 3 grants applied for: <ul style="list-style-type: none"> o Tradies Grant – \$3,834 applied for. For the supply and install of a TV screen outside A block to show solar analytics (Grant closes 31 May) o Variety Grant – grant application for funding of the Document Cameras (applied for in retrospect of purchase). Requested \$2,490 (Grant closes 30 June) o Woolworths Landcare Grant - \$1,000 requested for costs towards the establishment of a yarning circle (Grant closed end of March – awaiting outcome) - Grant Applications in process: <ul style="list-style-type: none"> o Real Insurance School Grants – apply for up to \$5k to enhance educational facilities and resources, thereby improving the quality of life within communities (need to work out what) o Ku-ring-gai Community Grants – opened this week (need to work out what) 	<p>Stewart (via Matthew)</p>

<p>Updates on existing projects</p> <ul style="list-style-type: none"> - Chicken pen – any updates from Craig > not going to happen unfortunately, not worth the effort! - Lucas raised whether P&C can we plant out the chicken coop with fruit trees? Soil would be very fertile. Would need to clean the area up and keep monitoring/pruning. “Fruit shrubs”, vines on fence, preferred over large trees. Tie in with learning opportunities, raise agriculture awareness. Lucas to look at pricing but P&C approved in general. ACTION: Lucas to follow up with pricing (fruit shrubs and vines options) and d/w Caroline. - Speakers/ amplifier/ cabling (school hall) > approved by P&C. Has to go through procurement, but because this is portable, it should not be delayed. ACTION: Caroline following up. 	Matthew
<p>Proposed/New items or projects</p> <ul style="list-style-type: none"> - Projects are on hold for now due to instruction by local Asset Management. 	Matthew
<p>Events Calendar</p> <ul style="list-style-type: none"> - Upcoming events/ socials including: <ul style="list-style-type: none"> ➤ Colour Run – Suggested to take place on a Friday afternoon. No financial risk, fundraising activity. All SIPPS students to participate. Need to consider payment options, fundraising vs entry fee. Dates unknown yet, aim for Term 2. ACTION: Merryn to meet with Caroline to discuss > bring plan to P&C. Merryn to put suggested plans to WhatsApp group after meeting with Caroline. ➤ Walkathon – fundraising consideration for later this year (Caroline) Activityathon – fundraising consideration for later this year (Caroline) 	Leah, Merryn, Melanie
<p>Uniform options/ uniform changes:</p> <p>Majority of schools have 3x options for school uniforms There are specific department guidelines on uniform Discussed ‘summer and winter’ uniforms, rather than ‘girls and boys’ uniforms Many children experience sensory sensitivities/ discomfort, and struggle to wear formal school uniforms. This can result in uniforms being only partially worn, and looking very untidy. Update of SIPPS current uniform is needed! Could be a differentiator for the school i.e., we prioritize learning (through the kids being comfortable in what they wear each day) rather than formal ‘stiff’ attire Significant cost in changeover anticipated. This would be a lengthy process. Phase out (old uniforms) process over 2 years. First step is removing the gender labels of uniforms To progress, we need to have a committee of people to work with Caroline and school community Would be great if new uniform is more cost effective, but also consider that the uniform shop brings in funds for P&C. May need to fundraise elsewhere/ more frequently. Need to consider current stock in uniform shop. Minimum quantity of stock has to be ordered (50x each size), current new stock will likely last a few years as we are a small school. Need to go through formal “process” – connect with P&C Federation to see what is required in formal notion > consultation process through the school (Caroline and team) incl students, teachers, P&C, community etc. School and sports uniforms vs sports only – to be considered. <i>Agreement from P&C that we move towards a new school uniform, but this still need to go through the appropriate formal process. First change is to remove gender labeling, general agreement gained at meeting this evening.</i></p>	Craig/ Rene

<p>Craig proposed change to seasonal uniforms (summer and winter) > P&C agreed. The purpose is to offer students all options for their own personal choice and comfort.</p> <p>ACTION: We need to put together a proposal for what we want to achieve. Matthew to get proposal together for next P&C meeting (June). Craig and Claire (and Rene?) to assist. Voting needs to be done by paid P&C members.</p>	
<p>Boys' participation in the school choir:</p> <p>Choir open to Years 3-6 Dance and choir issues noted – all girls Staff: Person has to be a teacher re duty of care Kristen Serra to help teach vocal warmups with Ms Drown Possibly trial separate boys and girls choirs, keep it separate for a while to change the culture > move to joint choir ultimately</p> <p>ACTION: Kristen to d/w Caroline re 'community use agreement' in relation to choir support</p>	Kristen
<p>Cost of PSSA:</p> <p>Primary School Sports Association (PSSA) Lots of concerns raised re costs by many parents \$330 per child per term > buses/ transport only Discussions at principal level re viability of PSSA (future) due to costs Roughly 35 kids at SIPPS doing PSSA – 2x soccer and 2x netball teams currently PSSA fee to reduce to \$220 for winter sports due to using 'home fields'. If not cancelled the night before, still pay for buses Proposal raised by Sarah Weller – email read by Kirstin Hopkins. President asked for specific proposal re costs. PSSA is a choice – not all children in school participate in PSSA. Not required by department, not part of the curriculum. However, PSSA has lots of positive benefits.</p> <p>ACTION: Kirstin to take back to Sarah to request specific proposal re P&C subsidy.</p>	Hannah/ Sarah W
<p>SIPPS tennis championship – can this be played during school hours? ACTION: Move to next month's (June) meeting.</p>	Melanie
<p>Lights for tennis courts (possible grant opportunity) ACTION: Move to next month's (June) meeting. Lights on hold due to all grounds/ Assets being "on hold"; may be better to put to tender to resurface and get lights installed that way. To be discussed in June.</p>	Melanie/ Stewart
<p>Next P&C meeting: Wednesday 12th June @ 7.15pm in the school staff room</p>	

2024 P&C Roles

Role	Name
President	Matt Newman
Vice President #1	Mani Raman
Vice President #2	Lucas Mertens
Treasurer	Lorna Raine
Secretary	Kirstin Hopkins
Marketing / Communications Coordinator	Felicity Harris
Canteen Coordinator	Kasja Newman
Assistant Canteen Coordinator	VACANT
Uniform Shop Coordinator	Claire Stein and Leandri

Class Parent Coordinator	Karen Deane
Band Coordinator	Piu-ling Parsons
Events Coordinator	Merryn Dhami, Leah Kelly, Melanie
Tennis Court Coordinator	David Xaio
Environment Coordinator	VACANT
Grants Officer	Stewart Duncan

Upcoming P&C Event Planning

Event	Date	Person Responsible
Welcome Playdate for new Kindy kids	Saturday 3 February @ 4pm	Anna
New Parent Connections Morning Tea	Monday 5 Feb	Merryn, Leah, Melanie
SIPPS Family Camp Out	TBC – may not occur in 2024!	
Easter Hat Parade	Thursday 28 March	Merryn, Leah, Melanie
Mother's Day Stall	Wednesday 8 May	Merryn, Leah, Melanie
Mother's Day Breakfast	Friday 10 May	Merryn, Leah, Melanie
Father's Day Stall	Wednesday 28 August	
Father's Day Breakfast	Friday 30 August	
Book Fair/Sale and Grandparents Day	TBC	
Local Government Elections	Saturday 14 September	
School Disco	Friday 18 October	
Y6 Farewell Party	Monday 9 December	Year 5 Parents (Committee)

2024 Meeting Dates

Date	Meeting	Location
Wed 21 February	P&C Monthly Meeting	Staff room
Wed 13 March	P&C Monthly Meeting	Staff room
Wed 15 May	P&C Monthly Meeting	Staff room
Wed 12 June	P&C Monthly Meeting	Staff room
Wed 7 August	P&C Monthly Meeting	Staff room
Wed 4 September	P&C Monthly Meeting	Staff room
Wed 16 October	P&C Monthly Meeting	Staff room
Wed 13 November	Annual General Meeting	St Ives Bowling Club (TBC)