

RYDE EAST PUBLIC SCHOOL GENERAL P&C MEETING AGENDA

Date: 28 March 2017

Opened: 7.30pm

Present: As per register

Apologies: Kerryn Martin, Sharon Cunningham, Cat Vanlou, Dianna Rich, Nicole Tkita, Alice Robins

Minutes of previous meeting:

Accepted: Lina Diaz

Seconded: Chris Seeto

Business arising from previous meeting:

- Informed Terese about how much we committed to the school

Correspondence in:

- Fundraising Materials – catalogues
- Invitation to NSW P&C Federation Meeting
- North Ryde RSL vouchers - – to value of \$200 - were received and presented to the P&C by Mr White on their behalf.

Correspondence out:

- Registrations for REPS Bands to participate various music festivals

Reports:

Principal's Report – William White

Parking Issue

- Afternoons have quietened down and improvement seen on Badajoz Road – Nicole Doig on duty on Twin Road and William White on duty at Badajoz Road.
- Police will be coming around at least 1x per week and doing regular visits.
- Going to try to get them also in the morning. Particularly parents arriving after 8am for Osch – need to tighten up how/where parents are parking. Majority are being considerate and ensuring the safety of students however 10-15% of parents are still not doing the right thing.
- Plan is to review the parking and use of the school car park – to come up with a determinant that works. Mr White has spoken with Parthi as parents using the car park for Osch drop offs have caused a few issues recently.
- A notification will be going out to all Osch families notifying them that use of car park after 8am is not permitted – this includes parking in the drive way blocking access once the boom gate is down.
- Staff have had difficulties parking and have been blocked from entering due to parked cars in the Badajoz Road driveway entrance.
- School is considering option to ban parents from the car park if they break the rules.

- Request is for parents to be mindful of safety and considerate, particularly at the 7.45-8am period where staff do need to access parking. This includes moving out promptly after drop off so that car spaces are free for teachers to use.
- Parthi will send out individual letters to parents who use Osch.
- Parking on Badajoz is always tight and a log jam occurs particularly in the afternoon. Request for parents to park up and to place front wheels on the marked lines – this is permitted and will allow more parents to park safely and without disruption to residents driveways.
- Badajoz does not have a kiss and ride option – parents/carers need to use Twin Road.
- Front office staff are being abused by local residents who are being very vitriolic.
- Not sure what the answer is but Parking is not working so needs a review.
- Please be courteous and thoughtful.

Comment: Increased number of families using Osch has seen a noticeable increase in the number of cars accessing carpark during 7.45-8am and also of an afternoon. It is good luck rather than good management that a child has not been hit in the car park. Please be careful.

New Ap

- As mentioned in recent Newsletters a new School Ap is being introduced – android & apple friendly & free to download. Good vehicle for communication. Positive response so far from parents is appreciated. Going to try to make newsletter paperless going forward. Should be able to save a lot of paper if we move to online version.
- Ap provides opportunity to get information out to parents instantly – short notice notifications, for eg. a last minute change to ‘meet the teacher’ time due to staff illness, is made much easier.

Communication

- As iterated at last meeting communication is a key priority for Mr White and his team – trying to be very approachable and responsive, with a 24hr time frame set for responding to parents.
- Please come and talk to Mr White for any school related ideas or issues if need be.
- For student/teaching & learning related concerns or suggestions please communicate firstly with teachers. That relationship is crucial and school wants to embrace and build this relationship first. If it then needs to be escalated then Teacher and Parent can go to the Executive. Want to empower the class room teachers. If you raise an issue without speaking with the teacher first you are likely to be directed back to them initially as they know and work most closely with your child.
- For any child protection or criminal activity - this needs to go straight to Principal or Nicole Doig if Mr White not available.

Major Event for the Year

- For this year the School will be holding a STEM Expo – on Wed 6th September (wk 8 term 3). During the Day – construction and engineering focused activities for the kids.
- Evening event will be parent family engineering challenge – open in hall. Purchase table or group together. 10 to a table –school looking to organise a challenge and prizes. Emphasis is to get parents and students working together on STEM.
- Needs to be held on a Monday afternoon because people who run the STEM program who will help facilitate the day are also running the program at other local schools – who are already booked in on other days of the week.

Anzac Day service –

- End of term Assembly will be run with Anzac Day service included - & Will be nice way to end the term.
- Prefects will be attending local dawn service on Anzac Day. Families welcome to join.

Presidents' Report – Genevieve Webb

- New executive team working well and finding their feet. Steve has been doing a fantastic job getting in touch with all our partners and working with the community
- Disco all set for this Friday yesterday had 148 tickets sold for Friday night across both discos. We have had a shortage of volunteers for the Primary group and had to go to class parents for help but should be ok on the night now. Thank you to Disco team Rachele, Sharon and Lara for work so far.
- All emails now sent up and everyone notified and most are now using these and uploading process documents and templates. Big thank you to Dianna Rich for setting these up, offering training and assistance and being the Email Master for 2017.
- Huge May planned for fundraising Thank you to Siobhan, Steve and Marlene who are busy with key events including inaugural Mother's Day Breakfast, infamous Mother's Day Stall, and Ryde East Music Festival. Speaking of the Ryde East Music festival – we currently have 13 schools attending and the committee have had their first meeting and are well on their way. We have the amazing Robin Butterfield MC'ing the event again for us as well as working on the event with Marlene Richardson so keep your eye out for the call for help as it will come.
- June we will have our Walkathon and July our trivia night so will need to get the committee together for Trivia once Mother's Day is done.

Fundraising Report – Siobhan Reynolds

1. **Mother’s Day Stall:** new dates for the stall confirmed with the school – this year, the stall will be held on Thursday 11th and Friday 12th May. A volunteer request has already been put in the newsletter and responses are coming in. A gift donation box is currently in the office and we’ve started receiving donations. A weekly reminder will go in the newsletter until the date of the stall about donations, as well as posts on Facebook and and an email to class parents. Will begin wrapping during the Easter holidays and am keen to get parents on P&C to assist with this. Lots of items appropriate and welcomed although no alcohol allowed. This is one of the schools primary fundraisers so all assistance is appreciated.
2. **Mother’s Day breakfast:** date confirmed for Tuesday 9th May. Steve Hackett and Marty Webb are co-ordinating this event with my assistance. Tickets are confirmed for \$10 for mums and \$5 per child. Flexischools has now been set up and tickets are on sale from today. Promotion of event has begun in school newsletter and will continue in the run up to the event. A call for dads to volunteer has been put out.
3. **Music Festival – Sunday 28th May:** Music Festival Committee recently met to discuss the event. Committee felt that it would be beneficial to have banners on the school fence – one along Twin Road and one along Badajoz Road. Option to get banner than allowed us to attach updated Year information so it can be used again has been sourced. Promotion of the event to the local community is important and something the banners will help with. Alice has rung a couple of banner companies and got the following quotes:

	Cost	GST	Artwork	Delivery	Each	Total for 2
Incolour Imaging						
1000 x 3000	\$ 150.00	10%	included		\$ 165.00	\$ 330.00
1000 x 3600	\$ 180.00	10%	included		\$ 198.00	\$ 396.00
Vista Print						
760 x 3660	\$ 110.97		included	\$ 10.00	\$ 110.97	\$ 231.94
Signarama						
1000 x 3600	\$ 298.00	10%	Additional		\$ 327.80	\$ 655.60

Alice feels that although Vista Print is cheapest, it is also long and narrow. We are also limited to the design. It also isn’t hemmed so can fray. This is the same with the Signarama sign. Incolour Imaging would be her recommendation. They are a local business in North Ryde. Contact at Incolour Imaging is happy to waive the cost of the artwork and will do the full colour vinyl and hemmed edges with eyelets for \$330. The 1m by 3m will be sufficient on both sides. With him doing the artwork we have so many more options. Options such as being able to use this banner each year and having him put Velcro onto it to change the dates for future years (cheaper to reprint the small date cover rather than new banner).

Lina has done a fantastic job at securing most of the room supervision volunteers for the roster. We are looking for helpers for the cake stall, BBQ stall and Asian food stall, as well as for the gates, facilities check-up etc. This is a whole school fundraising event so need volunteers from across our school community.

4. **Walkathon – Wednesday 14th June:** date has been confirmed by school but not yet shared with parents. P&C will provide supports to the teachers by supplying any volunteers they need and by running the sausage sizzle. Will go out to school community in early May with a call for volunteering assistance.
5. **Trivia Night – Saturday 29th July:** date of the event has now been shared with the school community via the newsletter – this will also be followed up via Facebook. We need to confirm the committee members and start approaching local businesses for donations etc. Brian Swan has confirmed his involvement as MC again this year, and Lina and David Diaz have confirmed they are happy to be markers again this year. Tickets should go on sale late May via Flexischools.

Motion: Siobhan Reynolds Requested approval for \$330 to purchase 2 banners (1 x 3 meter) from Incolour Imaging – Seconded: Kerry Rookes

Request:

- Mr White flagged Prefects would like to make a representation at next P&C Meeting regarding the Walkathon and some ideas they would like to table.

Treasurer’s Report – Terese Cosentini

- Terese Cosentini introduced herself and also introduced Margot Gray – who will be our book keeper this year.
- The 6 Different Accounts held by the P&C were explained
 - Yr 6 – fundraising – goes toward graduation / farewell
 - Canteen – service area not looking to make a profit but to provide a service. 2 employed staff – P&C pay wages / super / taxes.
 - Music Account – Gen flagged / clarified and asked for help to spread the word that P& C money raised at REPS Music Festival – go in to our General Account. The Music Sub-Committee run a stall and all monies raised through this goes to the Music account. All other monies raised by Music Program and that sit in the Music account – are raised by those participating in the music program.
- Terese emphasised that whilst we are in a healthy financial position thanks to the hard work of the P&C committee over recent years, we do rely on Fundraising for income – art calendars, discos, elections (not this year), ent. Books, Richie rebate, music festival, pickles new uniforms, pre-loved, trivia night, walkathon.
 - Voluntary Contribution + P&C fundraising will enable us to contribute \$68k to school this year.
 - Please ensure you have paid your school fees and voluntary contribution.
- P&L being finalised as we are early in to the year. P&L statements will be closed off at end of each month
- Presentations of P&L statements to occur next meeting.

Community & Marketing Report – Steve Hackett

- Promotion of relationship with Athlete's Foot and Rebel Sports. Communication sent via Facebook and newsletter encouraging parents to buy sports equipment from these stores as school receives rebate for all purchases IF REPS is set up as recipient and/or mentioned at check out at time of purchase.
- Regular meetings with Bresic Whitney - working through future ideas and how they can assist the school
- Met with Amazing Paints - will promote next week in lead up to Easter
- Contact made with Australian Women's 7s Rugby (gold medal winners at last year's Olympics). Visiting the school on the 18th may - players going to speak to kids and do a lesson with some children.
- Mother's Day breakfast being organised for 9th may. Tickets now on sale via Flexischools and we have already received some registrations.
- Football Boot Drive underway. So far 27 pairs donated. Will finish at the end of term.
- Planning for music festival underway. Press releases being drafted.
- Club grants – looking to submit an application by 31st May. In discussion with School around identifying need and appropriate application.

P&C Canteen Report – Kelly Centellas

- Flexischools travelling well – 17000+ orders. 523 Registrations – up 36 on last. Kindy's are all 98% enrolment on Flexischools which is great result.
- Uplift in volunteers after changing the way timeslots are described and promoted. Fridays still a problem – if anyone can be a back up for when unexpected occurs – such as parents who have sick children.
- Pikelet drive also helpful – can be done from home. Can be frozen so can never have too many.
- Pack Day confirmed for Wed 14th June – Consideration of a Kosher option for BBQ has been requested by some parents – committee looking in to this.
- Fruit & Veg and Flavoured Milk – have seen an increase in prices so will need to pass this on. Updated Menu / Price will occur from next Term.
- Fathers Day Breakfast - Confirmed Thurs 31st August. 350 people anticipated. String and Recorder Ensemble will be performing & Rock Band – as per last year
- Pryde Meats are big sponsor and supporter – try to get behind them as they have been nominated Local Business Award - they have shown good support to the school over number of years now.

Request: Would be good if possible to promote them & Local Business Awards on Facebook if possible

P&C Music Report – Lina Diaz

- The Performance Band has had an excellent debut at the Gold Card Assembly in week 8. Joe Gould in his new role of Band Master is doing an exceptional job. The children in this band have had huge musical growth and most of them are clearly working hard. It must also be acknowledged that this demonstrates commitment from tutors and parents alike as without their guidance, support and encouragement the children could not achieve to this level on their own. Their next performance for the whole school will be at the week 8 Gold Card Assembly in Term 3.
- Planning, for the Music Day – Vivid Let's Light it up! on 7th May, is well underway, with invitations sent out electronically (through the school app) and available via e-mail in paper format from the music draw. We are working on greater community involvement and the Ryde Band is an important part of this. There are very few opportunities for children who learn instruments to play in ensembles/bands outside of school and building a relationship with the Ryde Band will be mutually beneficial. We are also exploring collaborative endeavours with Truscott St and Boronia Park Public Schools.
- The Music Family Volunteer Roster is working well with most of the Room Minding spots for the Ryde East Music Festival already filled. All families in the music program are required to volunteer up to 2 hours per year to help us in the running of events.
- The band sheet music is still being digitised and sent to the students with an audio accompaniment. This allows them to hear how the pieces they are learning sound, this is only to supplement and help sight reading, not to replace it.
- Lisa Cowgill (our band manager) is sending updates to all parents and tutors as to what comments Joe has with regards to what is being covered in band. He is placing a great emphasis on sight reading and he will also be doing more on sight reading with the percussion students. Jodie Giles (recorder contact parent) is also being kept busy by our tutor Sue Thorvaldson sending out videos and other supplementary information prepared for the children to help them with practice.
- The Music Program run through the P&C is an extracurricular activity. What is taught by our tutors is not covered as part of the curriculum.
- It is apparent that some members of the school community are not aware as to how the funding works for the music program. Just like canteen, we are a subcommittee of the P&C and have a separate bank account. The music program is self-funding because of the hard work of the parent volunteers, the funds raised through the \$30 annual fee that families pay, hire fees from those hiring instruments and the extremely generous donation of the French horn lesson fees to the music program by Phillip Ward. There is also a band stall at the Ryde East Music Festival which is a fund raiser for the music program. All other funds raised at the festival are for P&C General funds. The money that has been spent on servicing of instruments, replacement of old instruments, music scores etc, has come out of the music program bank account, not the general account. The Music program is not the recipient of any funds from the school. Some of the instruments that we have in the band room are not our property. The timpani are on loan from the Ryde City Concert Band and there is also assorted percussion instruments that belong to our percussion tutor Joe Gould.

If the music program had to replace those instruments (because of damage or because the owners needed their equipment returned), approximately \$30,000 would be needed to replace those instruments.

- It is also a great expense to those parents who want to provide their children with the opportunity to learn a musical instrument. Participation in the music program is optional, lessons (with the exception for Year 2 percussion) are held outside of school hours and rehearsals are held before school (Wednesday lunch time for Rock Band). Parents pay for their children to participate at events, such as the Ryde School Spectacular and the Festival of Instrumental Music. Registration for attendance at Band Festivals is paid for from the band fees.
- The costs for parents with children in the music program are as follow:

Individual lessons:	\$40.00	
Instrument Hire:	\$200.00	woodwind & brass (\$100.00 refundable bond)
	\$150.00	bass/electric guitar (\$100.00 refundable bond)
	\$70.00	acoustic guitar (\$100.00 refundable bond)
	\$40.00	percussion kits (\$40.00 refundable bond)
Recorder + book:	\$37.00	Soprano
	\$52.00	Alto
Drum sticks + bag:	\$15.00	
Music program fee:	\$30.00	
Percussion usage:	\$10.00	
Performance Band:	\$7.00 / lesson	
REPS Band:	\$7.00 / lesson	
Guitar/recorder/string ensembles and Rock Band:		\$10.00 / lesson
FOIM Participation:	\$40.00	
Music Day:	\$60.00	

- So, for one child to be in one band and who needs to hire an instrument the cost is approximately \$2,000.00, this obviously increases for children who belong to multiple ensembles and is lower for those having group lessons and not required to be in an ensemble. For families with more than one child in the program its obviously a very expensive endeavour.
- Question: How does this compare with external music lessons?
 - Pricing is significantly cheaper than going externally as all the coordination is voluntarily managed by dedicated Parents via Sub-Committee. Also when compared with other schools our school program is run in a cheaper way for REPS parents
- Whilst the Music program is self-funding, the subcommittee does not have direct access to the music bank account. It has been very time consuming for our treasurers (Terese and Widya the music treasurer) to keep track of the funds coming in and going out. This is an issue that has come up on many occasions and it will make the job of the music treasurer more difficult in the future as the school experiences growth and thus more kids will be participating in the program. Currently, all the invoicing and reconciling is done manually. Commercially available invoicing packages hold the information in the cloud and have an associated subscription cost.

- It is my opinion that the current system will need to be modified in future as currently the music treasurer doesn't even have view access to the music account and we are nearly at the end of term 1. Our bank balance is \$25,705.97, some of which we will need to use towards the end of the year to start replacing some of our instruments that are nearing their use-by date.
- At this point, I ask for \$300.00 from the music account, for the purchase of a curved head with the appropriate case, for a flute. One of our students is currently having difficulty managing with the size of her flute.
- Development of our website will continue in earnest over the upcoming school holidays.
- I am also currently developing a "Music Program Handbook" to make our contracts, expectations and application to join more accessible to everyone, but especially for families new to our school.
- We've had a subcommittee meeting on the 9th of March (minutes now tabled) and our next meeting will be on the 27th of April.

Question: Do they anticipate issues with meeting demand and accommodating extra children in the music program as school grows?

- Have started conversations with the school about extending the hours for lessons if need be
- Will depend on the instrument and level of interest shown – may need to look at putting limit on hiring of instruments to cater to growing number of kids coming through.

Question: Have they looked in to Reporting / Finance package to assist with management?

- Yes- there are funds available to pay for it but managing costs has always been a consideration. Also the storage and security of personal / sensitive information related to children is important consideration as well.
- Commentary from attendee: the cost for improved systems/automation was worth considering particularly as parents increasingly have limited time available to volunteer and assist with manual management of reporting / finance etc. It wont be manageable / feasible potentially without it as school community grows.

Motion – Lina requested Approval to spend \$300 for curbed flute to assist smaller children with learning this instrument. Seconded: Siobhan Reynolds

Action Item: Lina to present and discuss the option of new finance tool at their next Music Sub-Committee meeting and to present back at next P&C General Meeting with recommendation.

Action Item: To ensure school community better understands that the music program is self-funded and voluntarily run – increase communication (via Presidents newsletter updates and other channels) around how it is structured so to curb any ill feeling of bias as there seems to be a mis-understanding across the broader community.

Building Fund Report

- No report provided however discussion on status took place
- Genevieve explained it is a Special Levy – for building works purposes. It differs from Voluntary Contribution as it is Tax Deductable but must be used for particular purposes.
- School has a couple of big things potentially needed – canteen refurbishment, school hall upgrade and potential move of bathroom facilities, new Osch facilities.
- Funds raised and held in this account would be used to support extra developments
- Last year we received approx. \$2500 contributions from a number of families – everything from smaller \$20-50 donations to larger individual contributions.
- Suggestion made to include it at time of School Fees – as tick box option. Other schools do it this way. Something to be discussed and potentially included for 2018 School Year.
- In past we have not always promoted in annually – question raised as to whether this should be promoted before end of the 2016-17 tax year.

Action Item: Terese to organise promotion / reminder in May for those interested in donating before end of Financial Year.

Pre-Loved Uniform Report:

- Pre-loved uniforms going well raising over \$800 through term 1
- Short on size 4 shorts and skirts, Sim will put a note in the newsletter

Pre loved Uniform Officer: Sim Hazelhurst

- Suggestion : Parents can provide old school uniforms, which may not be of a suitable second hand standard for Pre-Loved, to the office who provide spare clothing to children who have an incident and need clothes during school day (ones provided are often not returned to the school – so often run short).

Banking Report:

- The banking program is going very well and so far this term we have opened around 50 new accounts.
- We currently have around 350 registered bankers and around 170 bankers/deposits every week.
- The Commission is paid as a lump sum at the beginning of the following term. So at the beginning of each term we receive the commission report for the previous term. E.g. Term 1 commission is paid at the beginning of term 2 in April, term 2 is paid at the beginning of term 3 in July, then in October and January. Saying that, I only have the commission for last year, which was \$464.79.
 - Banking Coordinator: Elspeth Orlandi

Book Club Report

- No Report

Grounds & School Watch Report:

- No Report

Facebook Report:

- We currently have 222 members.
- The page is running smoothly apart from the controversial post last week which was deleted.
- We haven't had any negative comments about the page & everyone thinks it's a great way of getting information quickly.
- Some parents did mention to me that perhaps a teacher or 2 should be on the page to monitor things but it was decided that it was not necessary and meant extra burden for the teachers so have decided against it. (Unless school requests it)
- The admin team will continue to monitor things
- Not aware of any other issues.

Admin team – Kerry Martin, Capucine Yeomans, Sharon Cunningham, Belinda Mortimer

General Business:

Sport Committee within P&C

Fran Hahlos presented

- Firstly apologised for controversial post as was not intended. Commented though that the debate did draw out ideas about the school from parents.
- Fran interested in better supporting Sport at the school.
- Fran raised question regarding 'within school hour' sports activity, which is bound to school curriculum. Concerned not meeting the curriculum requirements.
- Understood other schools run additional programs which are not provided at REPS which she would like to see replicated at REPS. Ideally if the children could be participating in and 'wearing their sports shoes' 2x a week that would worth working towards. Promoting healthy active kids should be a priority. Opportunity to have input in to curriculum and sports programs would also be good – ultimately looking for greater parent engagement in this area.
- Different ways to have 2 classes per week for the children and idea of having a dedicated PE teacher at the school suggested would be ideal.
- Fran requested consideration of introducing a P&C Sports Sub Committee – to better engage with the school and support the school in Sports. Sub-committee would look to focus on resourcing and funding and different ways to support schools activity. Parent based committee to discuss and to put ideas forward for school to consider going forward.
- How can parent community better support what is going to happen in the school.

Nicole Doig responded and provided clarity on the current school commitment to Sport and confirmed that the Curriculum Requirements were being met.

- Board of Studies requirement for PD Health & PE is 6-8% of school time should be spent across all 3. This equates to 1.5-2.5 hours per week.
- K&Yr1 – 45 Min -1hr Fundamental Movement Skills – have syllabus and curriculum we work to and teachers are qualified to run these sessions. Unfortunately since school started due to weather they have not been able to get outside. To meet the required 6-8% allocation 45min-1hr is spent on PD / Health lessons – such as road safety, anti bullying , peer support, other related health lessons.
- Teachers – do more than the required allocation – particularly when weather is good.
- School currently has two great sports coordinators who are actively working with the Executive to investigate and provide new opportunities for all REPS stages. The external opportunities that are provided, such as the recent AFL, Hockey and other activities, also enable teaching staff to learn from external coaches and strengthen their own sports run activities.
- Looking to try to introduce new sports for the kids – with golf being considered for next term.
- Other things they have done and are doing include Rugby League coaching /having qualified Gymnastic Coaches at the school/ running Swim School. Australian Womens Rugby 7's are coming out to the school. Ryde Saints United using our fields for Training and as part of this will be arranging for SFC and Wanderers team members also to come out to present and engage with the kids. Also looking to promote girls cricket – and having some of the Big Bash women's cricketers visit and engage with the kids later in the year.
- Always conscious of trying to keep costs to a minimum – not everyone can afford additional activities.

Question: Can parents be more involved and help to fundraise?

- There is a need. Mr White flagged that the school oval has 4 major areas that need repair.
- Athletics – for eg. – looking in to what would be involved to put 200 meter track in around bottom oval and upgrading the existing long jump track there.

Attendee Comment: Keeping expenses down is important to her – she personally wouldn't want to be putting in extra \$'s toward additional sports in school time.

Genevieve Comments:

- From P&C perspective introduction of sub-committees is something that we can do and are open to if we have parent interest and engagement to lead and run them.
- Reminded everyone that as part of the commitment given to the school the P&C has funded additional outdoor/indoor play equipment which School Executive had proposed as important for engaging kids in active play during lunchtimes.
- Emphasised that the parent community did not undervalue what the staff are already doing.

Question: How can school best utilise a sub-committee best?

Action Item: Mr White & Executive team to discuss what key priorities are for them regarding additional Sport assistance and where the Parent Community can best assist. This is to be presented at next meeting.

Action Item: Gen will also reach out to Fran to discuss next steps regarding progressing Sports Sub-Committee.

Uniform –

Question: A number of parents were asking about the opportunity for reviewing the uniform. As it is a school decision - is there a set process for this and can parents provide input into that process?

Response: Mr White indicated there is set Departmental Process and Uniform Policy, which includes a long checklist that needs to be covered off before any change to the uniform can be made. It can be a very lengthy process before any change is implemented. Estimated that a review every 5+ years would be considered reasonable.

Action Item: Mr White to table process/ what is involved and time frame recommendations at next P&C meeting.

Sentral Website –

Question: a number of parents have raised concern that it doesn't appear to be secure – only a http site not an https site. Is there any update?

Response: Mr White indicated they are working with IT and are awaiting a site license, which is due to be sent out. Once school has this IT will implement it so Sentral will become a https site – expecting it within the will be implemented shortly next month.

General Parent Request / Feedback –

- Can updates and activities occurring at school be provided with more notice. Alert received 2 days out from Mufti Day with theme details – not provided with enough notice for parents to action. Discussion confirmed this was possibly an error and that changes had had to be made to mufti day as hadn't realised the clash with the re-scheduled Sports Carnival.
 - Genevieve reiterated that Communication is top theme for meeting and will continue to be a priority.
 - Nicole Doig flagged that school had interest in purchasing Electronic Signs to help with communication. Possible opportunity for additional fundraising \$'s to be allocated to this moving forward.

Meeting Closed: 9.25pm

Next Meeting: Wednesday 7th June 2017