



## P&C Meeting Minutes

**Date:** Wednesday 4 September 2024

**Time:** 7:00pm – 8:30pm

**Location:** Zoom

**Attendees:**

**BPS Staff:** Maria Lambos, Emma Archibald

**P&C Exec:** Trista Rose, Kara Martin, Tracy Baving, Sauvik Banerjee, Yann Le Roux

**P&C Members:** Phillip Chaplin, Lauren LaChapelle, Van Allen, Natalia D'Morias

**Apologies:** Jennifer Widjojo, Renate Harris, Ira Alvarez, Nancy Riley, Annabel Sun, Rose Reedy (for Amanda Pitman)

	Agenda	Who	Minutes
1.	<b>Welcome and Introduction</b> Apologies/proxies Previous minutes & actions Correspondence	Trista Rose	<ul style="list-style-type: none"><li>- Apologies noted above</li><li>- Ratification of P&amp;C August meeting minutes – Sauvik Banerjee, Yann Le Roux</li><li>- Correspondence: P&amp;C Federation CEO plans to join the November P&amp;C meeting to discuss matters regarding OOSH transition; Kobi Shetty expects to be able to join for the upcoming Art Show Soiree.</li></ul>
2.	<b>Principal's Report</b>	Maria Lambos	<p><i>Tonight I join this meeting from Bidjigal Country. I acknowledge the traditional custodians and their connection to land, water and community. I recognise the continuation of cultural, spiritual and educational practices of First Nations Peoples. I pay my respects to Elders, past, present and emerging. These lands were, and always will be, Aboriginal land.</i></p> <p><b><u>Art Show</u></b></p> <ul style="list-style-type: none"><li>○ Over the years, the P&amp;C exec team, in each of its iterations, has valued and supported our Visual Arts program, by showcasing our young artists' talents in the form of an Art Show, with the hall being transformed into a professional-looking art gallery. Where we think it's impossible to lift the standard from the previous show, we are always amazed and impressed by the outcome. This art show is already showing that it will be a spectacular event!</li><li>○ Many thanks to Trista, Mitch and the incredible team behind this upcoming event...the level of detail in planning, from the gathering of sponsors, to Agatha's posters, to the bunting adorning Balmain, to the professional artworks for the silent auction, to the professional artists donating works (including Mitch &amp; Agatha), who also happen to be parents at BPS, to the securing of alum Elana Stone performing at the Soiree, to the Fun Fair Day preparations...the whirlwind of the list goes on! Many hands make light work and we are grateful to each and every one who is able to make this event an outstanding one!</li><li>○ A huge thank you to the parents who have come in and worked with our classes on their collaborative and/or individual artworks. Mrs Stephanie Loxton, our STEAM teacher, is doing an incredible job in liaising with Trista and the team, in order to support our teachers in delivering</li></ul>

professionally presented individual artworks, as well as impressive collaborative works! We are really excited and can't wait! Only 16 more sleeps!

## **Book Fair**

- Ms Margy Whelan, our Librarian, reports that there have been a pleasing number of sales so far this week, for our annual Scholastics Book Fair.
- As a small token of appreciation for her passion in sharing her love of books and reading with our students, a custom book embosser has been purchased, So, all the wonderful books Ms Whelan has been able to purchase from the ongoing funding support of the P&C, will soon have a fabulous 'From the library of Balmain PS' gold sticker!

## **2025 Selective High School Results**

- Out of the 57 students currently in Year 6, 42 of them, both mainstream and OC, sat the Selective High School test earlier this year:
  - 23 have received and accepted offers
  - 11 are on the reserve list

## **P&C IT Contribution**

- There have been no additional contributions since the August meeting, remaining at \$25,700 in P&C IT Contributions

(table from last meeting's report)

STAGE	AMOUNT	NO. OF STUDENTS	%
Early Stage One (Kindergarten)	\$4,112.50	46	89%
Stage One (Years 1 & 2)	\$5,687.50	80	71%
Stage Two (Years 3 & 4)	\$6,562.50	88	75%
Stage Three (Years 5 & 6)	\$9,337.50	121	77%

3.	Finance Report	Sauvik Banerjee	<table><tr><th colspan="9">Monthly Cash Balance</th></tr><tr><th>Particulars</th><th>Jan'24</th><th>Feb'24</th><th>Mar'24</th><th>Apr'24</th><th>May'24</th><th>Jun'24</th><th>Jul'24</th><th>Aug'24</th></tr><tr><td>Opening cash balance</td><td>136,169</td><td>142,705</td><td>138,170</td><td>141,081</td><td>162,203</td><td>173,293</td><td>129,117</td><td>127,665</td></tr><tr><td>Add: Amount received</td><td>6,565</td><td>8,716</td><td>6,506</td><td>52,511</td><td>30,267</td><td>4,832</td><td>5,248</td><td>5,916</td></tr><tr><td>Less: Payments</td><td>(29)</td><td>(13,251)</td><td>(3,596)</td><td>(31,389)</td><td>(19,176)</td><td>(49,008)</td><td>(6,700)</td><td>(28,030)</td></tr><tr><td>Closing balance</td><td>142,705</td><td>138,170</td><td>141,081</td><td>162,203</td><td>173,293</td><td>129,117</td><td>127,665</td><td>105,551</td></tr></table> <p>Notes:</p> <p>Amount received in Aug-24 primarily relates to:</p> <ul style="list-style-type: none"><li>- Uniform sales for Year 6</li><li>- Art show related initiatives</li></ul> <p>Expenses primarily relate to payment for art show preparatory expenses.</p>	Monthly Cash Balance									Particulars	Jan'24	Feb'24	Mar'24	Apr'24	May'24	Jun'24	Jul'24	Aug'24	Opening cash balance	136,169	142,705	138,170	141,081	162,203	173,293	129,117	127,665	Add: Amount received	6,565	8,716	6,506	52,511	30,267	4,832	5,248	5,916	Less: Payments	(29)	(13,251)	(3,596)	(31,389)	(19,176)	(49,008)	(6,700)	(28,030)	Closing balance	142,705	138,170	141,081	162,203	173,293	129,117	127,665	105,551
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4.	Funding Update – P&C IT Levy and Colour Run Fundraising	Emma Archibald	<ul style="list-style-type: none"><li>- Since the last meeting, no money has been spent from the Colour Run funds or the IT levy.</li><li>- Purchases this year have included 6 charging stations/trolleys and 60 new laptops (in addition to the laptops donated by EY).</li><li>- The school currently has 260 laptops, with a ratio of 1:1 for Year 2 students and above.</li><li>- Once 80 laptops are decommissioned in 2025, the ratio will decrease to 1:2 for Stage 2, but remain at 1:1 for Stage 3.</li><li>- The purchase of future laptops will be staggered with 60 new laptops expected to be purchased between January - June 2025.</li><li>- Emma is currently working on a technology audit and a 5 yr technology plan.</li><li>- The P&amp;C IT levy contributes towards whiteboards, ipads, chargers, charging stations and laptops so will still be used and required next year.</li><li>- Ipads are accompanied by keypads for Year 1.</li><li>- The school is paying approximately \$5k per term for laptop maintenance. The service is provided by an external company and work is guaranteed.</li><li>- The school welcomes the assistance of Phil Chaplin on the development of the 5 yr technology plan.</li><li>- The plan will be shared with the P&amp;C once finalised.</li></ul>																																																						
5.	General Business: Events Art Show	Trista Rose	<ul style="list-style-type: none"><li>- Planning is in good shape, with much support being kindly provided by parents and the Balmain community.</li><li>- Children’s artwork is nearly finalised.</li></ul>																																																						

			<ul style="list-style-type: none"> <li>- BPS alumni Elana Stone will be performing at the Soiree.</li> <li>- Expected attendance at the Family Fair Day is hard to predict but the P&amp;C is putting all necessary preparations in place to cater for a large event.</li> <li>- Marketing - the P&amp;C thanks Phil Chaplin for his assistance with targeted social media marketing; Ray White is door knocking in the local area to raise awareness of the event.</li> <li>- The event is high risk in terms of outflows, however there is also a large focus on community spirit.</li> <li>- Maria has asked local principals to advertise the event through their newsletters and networks as well.</li> </ul>
6.	<b>General Business: Events BBQs</b>	Tracy Baving	<ul style="list-style-type: none"> <li>- Tracy: the <b>Fathers Day BBQ</b> went well with good attendance and a lovely community vibe. Total sales were approximately \$700; profit was approximately \$400.</li> <li>- Sausages and donuts were the most popular and most profitable items.</li> <li>- Van: an <b>Election Day BBQ</b> is being held next Saturday to support Year 6 fundraising efforts.</li> <li>- 9 parent volunteers and their kids will be involved.</li> <li>- Sausages will be sourced from Emilios Butcher for \$14/kilo.</li> <li>- 16 dozen eggs have been donated.</li> <li>- BPS is listed on the AEC website as one of the places to get your democracy sausage.</li> <li>- Van has liaised with Eaton St regarding food storage arrangements.</li> </ul> <p><b>ACTION:</b> Van to liaise with Trista and Sauvik to set up and test squares in advance of the BBQ.</p>
7.	<b>Other Business: Spring Clean Working Bee update</b>	Kara Martin	<ul style="list-style-type: none"> <li>- Thanks to the many volunteers who generously gave their time, ideas and skills to join the Working Bee on Sunday 11 August.</li> <li>- Both the art workshop and general clean, sort and tidy were very successful - resulting in the beautiful bunting now hanging underneath the COLA, and ongoing clean up efforts between the P&amp;C, school and Eaton Street.</li> <li>- Thanks and appreciation to Trista for her significant time and efforts cleaning up the hall and art room in preparation for the Art Show.</li> <li>- Student's garden club: Amanda Pittman is keen to be involved once she returns from leave.</li> </ul>
8.	<b>Any Other Business</b>	Trista Rose	<ul style="list-style-type: none"> <li>- <b>Bush to Bowl enrichment activity:</b> Children who participated in the activity were surveyed after the event and the vast majority reported very positive feedback. The kids were excited by the interactivity and the chance to use the new kitchen.</li> <li>- Learnings to inform such future activities include the importance of a staff liaison role and keeping</li> </ul>

			<p>the school office informed.</p> <ul style="list-style-type: none"> <li>- Maria is supportive of extending the program to the rest of the school and found it an authentic, cultural experience.</li> </ul> <p><b>DECISION:</b> After discussion on the merits and success of the pilot Bush to Bowl enrichment activity, P&amp;C members voted in favour of providing in-principle support to extend the Bush to Bowl program to all remaining BPS students (Early Stage 1, Stage 1 and Stage 2), during Term 4 2024, up to a cost of \$10,000 - Sauvik Banerjee, Yann Le Roux, Phil Chaplin.</p> <p><b>ACTION:</b> Emma to complete a funding request form with invoice attached for the P&amp;C, following the extended rollout of the program.</p> <p><b>ACTION:</b> Maria to nominate a staff champion to facilitate rollout of the Bush to Bowl enrichment program.</p> <ul style="list-style-type: none"> <li>- <b>Respectful communication and behaviour:</b> Trista outlined the P&amp;C's expectations of respectful communication and behaviour from the school community towards volunteers. The P&amp;C is grateful for the support of many volunteers and operates in line with a code of conduct.</li> <li>- In response to some questions from a parent this week, Trista clarified that funding for the church in Balmain is being provided for car parking spaces for the Family Fair Day event.</li> <li>- The <b>refreshed P&amp;C website</b> (<a href="http://www.balmainpspc.com">www.balmainpspc.com</a>) will be promoted from the school's website and can now be more effectively used for P&amp;C and event communications.</li> </ul>
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