



Special P&C Meeting

Date: Monday, 1 June 2020

In Attendance via Zoom

Rebecca Hembling (RH)	Emily Chapman (EC)	Steve Doran (SD)	Kirsty Sharman (KS)
Lynne Graham (LG)	Vanessa Reynolds (VR)	Rose Mulcair (RM)	
Jennifer Smith (JS)	Letitia Tait (LT)	Melanie Eguiyuren (ME)	
Julianna Bodzan (JB)	Kristy Aitkins (KA)	Rachel Glasson (RG)	
Angie Kawash (AK)	Megan Anasta (MA)	Carla Janssen (CJ)	
	Alisha Markham (AM)	Shane Gaunt (SG)	
		Silvana (S)	
		Liza Brodie (LB)	

Agenda Items

1. Welcome & Apologies

RH opened the meeting at 7:00pm

Thank you to everyone for taking the time to meet with us at such short notice. This is a great turn out!

2. Principal Address

KS presented the report.

School Reports - As mentioned in school newsletter this week, school reports will be issued however they will be very different from what you are used to. You will receive a 2 page report, this is in line with expectations from the Department of Education (DoE) due to COVID-19. As you can appreciate it has been hard for teachers to do assessments. Our school reports usually take around 4-5 weeks to write. These will be issued during weeks 9-10.

Parent Interviews – The DoE have also advised there will be no face to face interviews at present. We are looking at the Possibility of hosting parent interviews via Zoom. This would require parents to log in using DoE platform, via your child's student portal. Another option is for teachers to host phone interviews. We will update you as soon as a decision has been made. Interviews will occur during weeks 9-10.

Maintenance - We have had some painting done around the school in the last few weeks. We are also utilising an artist to paint a GyMEA lily and some birds on the outside of our building near the new paved area. The same colours will be incorporated into the top playground. Thank you to Kelly O'Connor who has been helping look at some colours for the school playground. Our aim is to make the school look more like a happy place for our students and the local community. Seating has been ordered and paid for by the school to be placed in the paved area. The benches have been held up due to COVID-19. There will



be some sandstone bollards placed on the roadside of the turning circle. Our hope is to deter parents from stopping in the turning circle and preventing children running out onto the road.

Principal position – this position has been advertised. It went to advertisement 2 weeks ago. We should find out by the end of term 2. There may be a new person sitting in the chair soon.

Community grant – I have received notification of a community grant that has opened for up to \$300,000.00. The school would be happy to apply for this however this needs to be applied for by the P&C. LG has offered to take this on. We are hoping to apply for the money to add music boards to the outdoor play space and to have a shelter over the seats at the new paved area.

Questions - EC – RE: car line. Can we send out information to families regarding how to use the car line. With so many new families at the school now they may not know the car line is not for waiting for your child and if they are not there you have to do another lap and drive around again.

3. Fundraising

MA – Do we know if the Colour Run can still going ahead this year?

KS – We are Still not 100% sure. Definitely not this term. Possibly still on for end of term 3 however we need to obey by current COVID-19 restrictions and direction from the DoE.

4. Canteen Address

Due to the COVID-19 pandemic and social distancing rules, we have had to think about how we can service the children without breaching any COVID-19 rules? The only answer to this is to very rapidly move to an online ordering system with no over the counter service; which means no cash transactions and no bags being sent in from home.

RH, KA and KS have looked at 3 different systems. Flexi Schools, Quick Click and My School Connect. All these options require a lap top and a printer which KS has kindly offered to pay for out of the school budget; thank you.

Flexi Schools - Out of the equation straight away as there is a \$900 fee to set up plus they take a % of revenue each month.

My school connect – This is being used at Greys Point PS. This platform has been the most responsive to our enquiries. We have already been assigned a case manager. This platform has a number of platforms. The ones we are interested in is Canteen, Uniform shop and another for Fundraising. These 3 platforms will stream line our monetary transactions as well as our fundraising. 1 platform is \$29.95/week, 2 platforms is \$39.95/week. The addition of the fundraising platform is free of charge. There is a 33c charge to the user per transaction. The way it works is families put money into their kitty and orders are placed using the kitty. The kitty can be used across all platforms. They also offer menu support which will help us with the healthy canteen model.



Quick click – This is being used at Como PS and Lily Pily PS. There is a charge per order per platform. There is a fundraising component (not as deep) as well as a uniform and canteen platform. I have submitted numerous queries asking to be contacted however I have had no contact. There take a % of takings each week. 2.7% of revenue if you have one platform. 1.7% when you get the 2nd platform.

Questions - SG – Is the weekly charge per 52 weeks? RH - no only 40 weeks to align with the school year.

RM – Is payment system is secure? RH – Yes very. There is technology in place to make secure payments. There is also systems in place to prevent crashes of there website.

KS – This is tried and tested. Many other schools have already adopted ana online ordering system. We will not be the first school to use this. This new model of online ordering will be the way forward for the foreseeable future - only online orders to comply with COVID-19.

SD – How many people can we have in the canteen with current social distancing guidelines? RH – We can have 2 people however we prefer to keep everyone safe and just have one.

Vote: To move to an online ordering system immediately.

All in favour

Motion carried.

Vote: To move forward with My Connect. To begin with 1 platform - for canteen and then move to 2 platforms to incorporate the uniform shop.

All in favour

Motion carried.

This is the perfect time to change our model. It has been on the agenda for some time now and with current restrictions it is important that we change now.

The canteen will still be open 3 days per week. We will begin with a revised menu 2 days per week. The 3rd day will be a special day. i.e. sushi or pizza. Monday, Wednesday – will be revised normal menu – Thursday – special day menu.

5. Uniform Shop Address

EC – We are finding the uniform ordering a bit messy at present with a lot of exchanges coming in due to uniform shop not being open. Can we open the uniform shop? KS – No not at the moment. There are strict restrictions around social distancing. The office ladies are more than happy to help out.

EC will put a blurb together regarding sizing to try and limit the amount of returns and exchanges.

Happy to look at going online.



RH declared the meeting closed at 7:50pm

Action Items 2019

Item	Action	Responsible Person	Status Update
1	AK to give auditor's report at next meeting	AK	Completed
2	To contact current and prospective sponsors regarding sponsorship packages	LG	Not started
3	Follow up on pavers	SR/KS	Completed
4	Look at a debit card option for purchasing for stalls	RH/JS	Ongoing
5	Uniform shop would like screen access for the bank account	RH/JS	Ongoing
6	Online ordering for the uniform shop and canteen	RH/EC	In progress