



Parents and Citizens Association

MINUTES FOR THE PENNANT HILLS PUBLIC SCHOOL

PARENTS & CITIZENS' ASSOCIATION INC GENERAL MEETING

3 September, 2024

1. OPENING

The meeting was held in person at the K-2 hall on 3 September, 2024. Opened by President, Gareth Watkins, at 7:35pm.

Acknowledgement of Country: "I would like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging."

2. ATTENDANCE/APOLOGIES

Attending: Kieran Ogden-Brunell, Heather Cruickshank, Gareth Watkins, Alison Filipic (Principal), Chris Laing, Eva Yihua Guo, Liz Fowler, Bev Cole, Aiden Moore, Claire Smith, Mike Stalenberg, Bec Stalenberg, Luke Whenman

A quorum is present

Apologies received: Kate Wasson (Deputy Principal), Kate Ashton, Tom Andrews, Annette Berriman, Andrew Passé-de Silva

3. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

Motion: That the minutes of the August 2024 General Meeting be confirmed.

Proposed: Liz F

Seconded: Chris L

4. PRESIDENT'S REPORT

- Report tabled and shared verbally.

Motion: That Kieran Ogden-Brunell be voted in as the new secretary.

Proposed: Luke W

Seconded: Mike S

Topic arose around volunteering - spitballing ideas for how best to get more people involved. Alison F suggested having volunteer times broken down into year groups so that people can feel positive pressure more acutely.

- Continuing to be thankful for our school community - the teachers did such an amazing job serving early in the morning for the Father's Day breakfast. Huge thanks!
- Acknowledging with massive gratitude all that Peta Powrie has done over the past decade for the school, especially in the position of Canteen Convenor, as she steps away from that role and the canteen committee.
- A visit to West Pennant Hills Public School Family Fun Fair energised me to see something at PHPS next year for our Centenary that gathers our community in celebration on whatever scale is most manageable.
- Have personally enjoyed being involved in a number of events to see first hand the work happening on the ground: seeing Kate Wasson's hard work pay off at the Steam Team Challenge night, and moving some mulch with Kate A, Tom A, Chris L and Nic V and Sherry at the Gardens and Grounds Greycliffe working bee are examples.
- Excited to be working alongside a great parent making himself available to serve on the exec, specifically being nominated as secretary.
- Looking forward to the trivia night this coming Friday as well as helping to gather volunteers for our P&C having the BBQ position at DownTown Pennant Hills markets on Sunday 15 September
- Being actively involved in a number of events brings home to me the need for 'many hands makes light work' philosophy. We do have a smallish number of amazingly committed volunteers who are often over-committed, hence the need for many more people to step in and take on quite manageable bite-sized roles and tasks.

5. TREASURER'S REPORT

- New ABN application with Incorporated status has been submitted and waiting for decision from ABR
- Letter received from ATO that P&C is required to submit the first annual self-review for FY23/24 for income tax exempt eligibility. In the process to update the ATO registration details to the current P&C executive team then set up the online submission registration.
- For the committee and subcommittees to note that current annual sales have exceeded \$150K per annual limit of GST free threshold. All sales activities, such as canteen, uniform sales and Music Camp, where the external vendors are engaged, must include 10% GST to be implemented from next year 1 Feb 2025 to meet the tax obligations. GST claim will also be carried out by Amy Gibbs. The price will need to be reviewed for next year in light of the GST requirement.
- Talking point: Bec S suggested we perhaps ask a local parent/accountant to advise the P&C in this transition phase about how to best manage GST.

6. PRINCIPAL'S REPORT

Verbal report from Alison Filipic

- The library building fund (approx \$50k) has built up over time from the community and the school has been getting quotes to refresh shelves and furnishings and seating. The shelving side of the quote is ~\$50k and then other half where children work is ~\$11.5k. The shelving work will happen at the end of the year and the second section will be done later when more funds are available.
- The anxiety project is underway with children's learning and the parent session for Thursday 12 September
- Thank you to the Gardens and Grounds team for finishing the Greycliffe gardens mulching
- Twilight learning sessions are a helpful way to do professional teacher development
- Solar update: assets have inspected the sites and have indicated installation of a 30kW system on the admin roof of 3-6 site with a grant input of \$17,500 and a P&C input of \$24,500. The budget is pre-approved for \$36,000.

7. DEPUTY PRINCIPAL'S UPDATE

Kate Wasson absent.

8. SUB COMMITTEE REPORTS

Uniform Shop

- We have opened up summer uniform items for purchase, particularly as summer seems to have come very early.
- School photographs are scheduled for Term 4, Week 1. Tuesday 15 October is individual school photos, which means any summer uniform item purchases need to be made and received in Term 3. Thursday 17 October is group photos. We have notified families through the newsletter and will send reminders.
- In preparation for summer and Kindy orientation, we have started to receive our bulk summer orders, which have been placed into the 3-6 demountable storage room. This extra storage room has proven to be well located and useful, thank you to Alison for making this space available.
- Kindergarten Tea Towels are now available for purchase, until the cut-off date. Artwork and order numbers will be sent to the supplier and delivery will be due mid-end of Term 4 for distribution.
- Year 6 Sports Polos 2025 are now available for purchase to current Year 5 students, until the cut-off date. Artwork with Year 6 2025 class names need to be confirmed with the school along with final sizes and order numbers, sent to the suppliers. Delivery is expected at the start of Term 1 2025, for distribution to the Year 6 students next year.
- We had over 40 student participants at the Uniform photo shoot for the school last week. It was a big operation as we had to schedule the shoots alongside father's day stall and dance class schedules. A massive thank you to Angelene M (who also

helped hand iron all the sample clothes the day before the shoot), Siobhan H, Tracy Y, Claire S who all helped organise the students during the photoshoot and oversee the entire operations of uniform changes and different shooting locations around 3-6. We were able to feature all our uniform products, the students looked amazing, were polite and enthusiastic. The draft layouts have been put together by the photographer, and the photos look smart and very well presented. Thank you to Alison who has given her full support with confidence, we hope that this helps promote the school in a positive light.

Canteen

- No report.

Gardens & Grounds

- Kate A absent
- Chris L verbal report - very thankful for a perfect day for the working bee with the right number of workers and great weather.
- Mirvac coming again next March and need to work out what they should do for that session.
- Next working bee should take place on the K-2 site in preparation for Centenary preparation.
- Mulch paid for by Tom A - receipt passed to Eva for reimbursement.
- There is an issue regarding waste collection around the K-2 site and BASC - Alison F will look into an extra pickup and any changes needed.

Band

It's been a big few weeks for the band program.

- On the **8th of August we had the NSW Police Band** visit the school. They conducted a workshop with the Senior Concert band, and then put on a concert for all the students in years 2-6. All the SCB students had a wonderful time, and got a lot out of the day. Hopefully we also created a bit of buzz within the ranks of the year 2 students to get them excited for joining the band program next year. A big thanks to Christine Lee, Freya Lin and Bec Stalenberg who helped with setting up catering for the Police Band. Hopefully we'll be able to get them back again in a couple of years time.
- The **Jazz Band won 1st place in their category at the Ryde Eisteddfod** on the 15th August. Congratulations to all involved. Especially to our conductor Dave Odams, who not only won 1st place with PHPS, but also 2nd place with NWPS. And of course to all the Jazz Band students, your dedication and hard work paid off in a big way. Also, a big thank-you to Mrs Filipic for accompanying the students to the event, and to Eva Guo as their parent chaperone for the day.

- On the **18th of August all the bands took part in the Australian School Band and Orchestra Festival**. This year we were able to participate a little closer to home with sessions taking place at Knox Grammar School in their Performing Arts Centre. All the bands did an outstanding job of representing Pennant Hills Public School, with both the Training Band and Intermediate Concert Band being awarded Silver Awards for their performances, and the Senior Concert Band being awarded a Gold award. Well done everyone.
- **Recruitment for 2025**. We're starting to gear up for recruitment into the 2025 training band with sections in the newsletter about band instruments, and links to the expression of interest form. At present we've had 10 students put their names down. We're hoping to get another 20 names.
- Coming up in week 9 we hope for ICB to do a lunch time concert at the K-2 site, and then SCB/JB are playing at the Normanhurst West Music by Moonlight festival.
- Then we have Training Band playing at the performance assembly in Week 10 to round out the term.

Strings

- Ryde Eisteddfod - What a very eventful competition it was for the String Ensemble.

Strings Ensemble was awarded "Highly Commended" with exceptional marks and encouraging feedback. The conductors and parents were so impressed with our students; Congratulations! And a VERY big thankyou to Mrs Filipic who accompanied the students to the Eisteddfod.

- Introduction to Strings Program 2024 - We have now reached the conclusion of the cello component of the program. This is because at this stage the differences between cello and violin make it challenging to cater to both instruments. It is in the best interests of the student/s at this point to move to private lessons so that the student/s can have tutoring specific to cello.
- Australian School Band and Orchestra Festival - Sunday 15th September

The String Ensemble will be playing two movements of Vivaldi - Autumn and Winter - featuring soloists Quintin Lin, Isabella Ma and Kaiden Tailby. To cap their performance off, they will play Boots and Saddle by Australian composer Keith Sharp.

- The String Committee is starting to plan for 2025... Committee Team + Ensemble Groups

Communications & Events

- Walkathon raised approx \$6,700. Thanks to the school for partnering with us on this fundraiser and to all involved. Prizes have now been distributed.
- Thanks to Ali Pride for coordinating another successful Father's Day stall and to the volunteers who helped out.

- Trivia night to be held this Friday, approx \$1700 raised in ticket sales to date - tickets still available.
- Artwork for raffle tickets being prepared and proof to be circulated shortly. Looking to distribute asap so that tickets can be sold at the Down Town Markets on 15 Sept.
- Ticket selling dates also booked at
 - o Pennant Hills Marketplace for 21 and 22 September
 - o Bunnings BBQ 12 October
 - o snack stall immediately prior to draw at Dance Spec on 18 October
- Volunteers will be needed for all of these events.
- Notification has been sent to class parents asking people to check in with their class prior to ordering birthday buckets to avoid double ups.

Green Team

- Aidan M - Solar update already covered earlier
- Chris L - suggests that the staff green team and the P&C green team need to work together again to manage the containers going into the return and earn system which has dropped off a bit.

9. CORRESPONDENCE REPORT

No official correspondence.

10. BUSINESS ARISING FROM THE PREVIOUS MEETING

- **Fundraising update (Trivia night, DownTown markets, raffle)**
- **Asset update for solar installation**

11. GENERAL BUSINESS

11.1 Centenary planning update with possible Fair/Carnival

- Alison F suggesting end of term 3 or early term 4 as the fete day. Alison F to draft a few dates and send them across to the P&C for agreement in order to lock something in soon.

11.2 Enrolment focus

- Kate W putting up new banners around boundary fences. Alison F suggesting that word of mouth positive commendation is the strongest thing that we can do. The fresh website will really help as a front door as well as people hearing great things in the community

- Anticipated 507 next year with 60 kindies (only have currently ~51). When numbers drop below 516 the DP position goes on review, and will most likely happen next February. Alison expecting 20 classes next year down from 21, with 77 year 6 kids leaving and ~60 kindy kids coming in.

11.3 Farmer's Pick

- Mike S brought to the group's attention that this company has an initiative to have the school as a pick up point for food/vegetable boxes and \$5 goes to the school fundraiser (~\$46 for a 4 person box). Mike S to look into this.

12. DATE OF NEXT GENERAL MEETING

Tuesday 5 November at 7.30pm online via Zoom.

13. CLOSE

The meeting closed at 9.44pm

***Would you like to be a voting member at P&C meetings?
For only \$1, you can – please see the President, Secretary or Treasurer for payment.***