

LCPS P&C

Minutes of Meeting

Date: Tuesday 6th September 2022

Time: 6:30pm – 8:00pm

Attendees		
<div style="display: flex; flex-wrap: wrap;"> <div style="flex: 50%;"> <ol style="list-style-type: none"> 1. Darshini Heaney, LCPS P&C President 2. David Roberts, LCPS P&C Treasurer 3. Caleb Taylor, LCPS P&C Secretary 4. Em Patterson, LCPS P&C School Community 5. Tony Nolan, School Council(Zoom) 6. Renee Maxwell, LCPS Community Partnership (Apologies) 7. Victor Tan, LCPS Relieving Principal 8. Grace Latucca ,LCPS Relieving Deputy Principal 9. Lara Wehby, Fun Run Race Director (Zoom) </div> <div style="flex: 50%;"> <ol style="list-style-type: none"> 10. Miles Davis(Zoom) 11. Emily Milne 12. Lorna Baker, LCPS Uniform Convenor 13. Karen Solway, LCPS Canteen (Zoom) 14. Brendan Hood (Zoom) 15. Hajar Torkaman 16. Jonathan Heaney </div> </div>		
No.	Agenda Item/Topic	Discussion and Next Steps
1.	Acknowledgement of Country/ Welcome / Last meeting minutes	<u>Darshini Heaney:</u> Welcome all, adoption of previous minutes, no changes
2.	Principal's Report	<u>Victor Tan:</u> <ul style="list-style-type: none"> Good evening Tonight I want talk about Naplan graphs and results (please see graphs) PSA recognition week Learning support officers recognition witha morning tea will be held this Thursday for them Recent success in Naplan English 8 high distinctions 34 credits and 5 merits ICAS science list of merits, certificates will be emailed or in portal Spelling bee has ben going on and we have had success in year 4 and 6 Sausage sizzle for fathers day with 400 people in attendance Life education van at the school atm for all grades House points Hunter is leading week ten vote for reward if they win Thank you all
3.	Treasurers Report	<u>David Roberts</u> <ul style="list-style-type: none"> Trading reporting profit \$10 000 P&C loss of \$8000 Grant from Premiers office \$30 000 has been approved Canteen \$8500 loss, munch monitor to come in and tracking on break even Uniform shop \$25 000 profit Music program loss \$1000 Term deposit rolled 7 months \$360 renemed at 2.67% Thank you
4.	Sub Committees	(a) <u>Fun Run– Lara Wehby</u> <ul style="list-style-type: none"> Currently 1660 entrants, Key atm volunteers need more

		<ul style="list-style-type: none"> ▪ Inter school plates are gone, trophy and photo for school plates will be at LCP ▪ Stalls are looking good ▪ Showcase all locked in ▪ We are paying for sound on the day due to challenges in the past and Tony will be sound engineer on the day ▪ We have two community supporters as electricians on the day to help out ▪ Generators have been ordered as back ups ▪ Letterbox drops done in Longeuville and surrounding areas ▪ Showcase MC is locked in ▪ Brendan Hood makes comment about his concern about dogs and a a hazard
		<p>(b) <u>Music – Darsh</u></p> <ul style="list-style-type: none"> ▪ Move to general business
		<p>(c) <u>Canteen – Karen</u></p> <ul style="list-style-type: none"> • Problem with volunteers currently • Volunteers still welcome • Currently two staff Monday to Friday, cant increase due to no profits • Karen states 2 new pie warmers have arrived and Victor is arranging new power points • Price rise bread sticks to 30 cents
		<p>(d) <u>Uniform Shop</u></p> <ul style="list-style-type: none"> ▪ Second hand sale Tuesday 20th September ▪ Kindy fittings next term information going out this week ▪ Information session next week on zoom ▪ 45 library bags sold this week ▪ Sold 20 hats ▪ Stocktake done last week ▪ Parents asking for alternative on white shirts, Pru and others discuss this was brought up 2 years ago and was resounding support for current uniform
5.	General Business	<p>Proposal to dissolve the Canteen, Music and Uniform Shop Sub Committees –</p> <p>Challenges:-</p> <ul style="list-style-type: none"> - No current Music Committee Members, with no Convenor for last three years - No current Canteen Committee Convenor, three convenors in the last two years, long term decline in volunteers for Canteen made worse by COVID. - Uniform Shop is running well, but the current Uniform Shop Convenor (Lorna Baker) currently works directly with the Uniform Shop Manager. The Uniform Shop Committee finds it difficult to find time to meet. - Following a restructure in 2020, all P&C staffing and HR responsibilities are held by the P&C Executive. This has lead to confusion about the role of the current committees. <p>Proposal:</p> <ul style="list-style-type: none"> - That the Canteen, Music and Uniform Shop Subcommittees be officially disbanded. - That all P&C Staffing and HR decisions continue to be the responsibility of the P&C Executive. - That P&C General Meetings continue to have a section to discuss Canteen, Music and Uniform Shop issues in order to maintain a mechanism for the wider community to express

		<p>opinions about these areas.</p> <ul style="list-style-type: none"> - That Subcommittees be maintained or formed for fundraising and community building activities as required – currently Fun Run and Fundraising are in this category - That Lorna Baker, the current Uniform Shop Committee Convenor be designated as the Uniform Shop Parent Liaison Officer <ul style="list-style-type: none"> ▪ Darshini rang current members of the relevant committees and relevant staff members – all agreed with this proposal. The uniform shop had had one meeting in two years, there are NO current Music Committee members as the Tutor Convenor has resigned in June. ▪ Darshini informed the P&C that she had discussed this plan with every member of the P&C Executive and the School Council. She would like it noted that every person spoken to supported the plan. ▪ The motion proposes that the restructure outlined above be adopted. ▪ It is passed unanimously. <p>Music Program Challenges</p> <p>Darshini Heaney made the following points about the P&C Music Program:</p> <ul style="list-style-type: none"> ▪ We as a P&C no longer have the capacity or desire to run a music program due to the increasing administrative burden and complexity. ▪ We will undertake an open and transparent tender process, with clearly communicated parameters. The aim is to have the new provider(s) take over the program from the start of 2023. ▪ We will advocate for current tutors and conductors to be retained if possible and if the individuals want this to occur, but we cannot guarantee this. ▪ We do not know the increase in costs to families, but acknowledge that the program costs would have to increase even if we were to continue to administer it. ▪ Darshini informed the P&C that she had discussed the issues of increasing complexity of administration and the specific issues that have very recently occurred (related to insurance matters) with the P&C Executive, with Mr Victor Tan and with the School Council. ▪ David notes that the music program is a substantial business, the P&C is a volunteer organisation, it doesn't have the capacity to be operating a business of this size with these compliance obligations. If we want a long term flourishing music program at the school the best option is to look at what alternatives exist for a 3rd party to deliver the services whilst the P&C focuses on what we can do best, which is promote the program to our children and community. ▪ Lack of parent volunteers, this was both in terms of the sub-
--	--	--

		<p>committee or the governance level to help provide the strategic oversight required to the program and ensure that it is meeting both its current regulatory / compliance obligations but had visibility of what was coming in terms of future compliance obligations and would therefore be positioned to be meeting them before those obligations become live. The second level of declining parental support was from a day-to-day operational level, the on the ground parent volunteer needed to manage instruments, co-ordinate students, etc, these are declining each year and becoming harder and harder to find.</p> <ul style="list-style-type: none"> ▪ Key man risk in Michelle Garrington. As a result of declining parental volunteer the majority of the knowledge on how the music program runs now resides with Michelle Garrington and whilst Michelle is a fantastic employee and goes above and beyond what we originally employed her to do, the reality is her connection to the school no longer exists (her daughter has finished at the school) and therefore we are at increasing risk that she may decide to leave. If Michelle leaves the reality would be a knowledge gap that the P&C can't cover and the program would suffer. ▪ Increasing compliance burdens, the regulatory landscape has shifted significantly the last few years and whilst we are parent volunteer organisation we have to meet our compliance obligations. Given the burden has fallen on a smaller and smaller group of parent volunteers each year the challenge of staying on top of these obligations has become increasingly more difficult. ▪ It was resolved that this process would be undertaken by the P&C Executive
	Close of meeting	<u>Darshini Heaney</u> Thank you for attending