

**Bardwell Park Infants School (BPIS)**

**P & C Meeting Minutes, Wednesday 6<sup>th</sup> September 2023.**



<b>Meeting opened</b>	<b>Onsite and Zoom opened 7:05</b>
<b>Attendance</b>	<b>Michelle Waring, Nicole A (zoom), Matthew Ellard, Lucille V, Amanda (Zoom), Joanna D, Lillian B</b>
<b>Apologies</b>	
<b>Chair</b>	<b>Lillian Birchall Co P&amp;C president</b>

<b>Item</b>	<b>Description</b>	<b>Owner</b>
<b>1. Introduction</b>	<b>Welcome and Acknowledgment to Country</b>	<b>Michelle Waring (MW)</b>
<b>2. Previous Minutes</b>	<b>Minutes confirmed</b>	<b>ALL</b>
<b>3. Principle's update</b>	<p><b>Acknowledgment of Country increasing visibility in school.</b></p> <p><b>BPIS Community Engagement Staff Professional Building positive connections. Visits increase.</b></p> <p><b>Enrolments -slowing in all schools within catchment.</b></p> <p><b>Thank you for flyer drops and posters. QR code easier Learning (PL) Term 3</b></p> <p>Social media, Director, endorsement has been sought at all Levels. Dept of Education set up website and</p> <p>Updated (Work in Progress) BPIS website – 2 main sources of enrolments as these are touchstones for future. Video running in background.</p> <p><b>Building Improvements: quoted timeline still pending.</b></p> <p>Bifold door upgrade in Kindy classroom</p> <p>Painting</p> <p>Staff toilet upgrade</p> <p>Cleaning of shade clothes</p> <p>Upgrade of sink (room next to assembly room)</p> <p><b>Staff Professional Learning</b></p>	<b>MW</b>

	<p><b>Science of reading research and new curriculum</b> (component A &amp;B) vocab synthetic phonics and decodable readers, assessing fluency.</p> <p><b>Big ideas in numeracy</b> <b>Planning Days</b></p> <p><b>School Bytes app</b> - streamlining processes new online note and money collection procedures, wellbeing platform, report platform. Assisting office staff reduction in administration workload. Shifting away from cash, also assisting families who cannot physically attend the school (time saver).</p> <p><b>Term 3 Calendar</b></p> <ul style="list-style-type: none"> <li>● Footsteps disco</li> <li>● Athletics</li> </ul> <p>Public Speaking competition</p> <p>Term 4: 2024- Kindy transition and orientation sessions Tidalick - Aboriginal incursion Yogonauts- from Week 4 Geography Excursion Term 4 -Kamay National Park Year 2 Farewell.</p>	
<p><b>4. Update and discuss</b></p>	<p>Promoting BPIS: P&amp;C raised issues with A/Principal. Page managed by DoE, forward facing. Direct concerns to school. Some concerns that parents have raised:</p> <ol style="list-style-type: none"> <li>1. Page is public not private.</li> <li>2. Tagging of location</li> <li>3. Picture of children</li> <li>4. Disclosure information permission slip mismatched. Does come in on enrolment form, additional form for public events.</li> <li>5. Time lag in posting locations and events (as concern raised that if photos with geotag goes up in real time).</li> </ol> <p>Scripted by social media team (from DoE). Private does not promote school it becomes a closed system. Location ways around that to be explored- such as time lag, broader language. Change of mind is welcomed at any time.</p> <p>Earlwood Bardwell Park RSL Grant – for decodable \$2000-3000. Amanda actively following up. Updates by end of term. Action going forward if grant not provided P&amp;C will contribute a dollar amount to assist in increasing access to decodable for the school.</p>	<p><b>ALL</b></p>

	<p>Sustainability- parents have voiced how we can be more sustainable. Lamination key point raised. Recycling program – recycled card stock, return and earn to be canvassed in 2024.</p> <p>Writing leaders to council about green bins to decrease green waster going into red bins.</p>	
<b>5. Treasurer Update</b>	<p>Cheque A/C: \$2,190.</p> <p>Term deposit: \$10,534.</p> <p>Total Cash and Bank: \$12,725.</p> <p><b>Insurance up to date.</b></p>	<b>Matthew</b>
<b>6. Fundraising and Events</b>	<p>Disco- school children only. Small area, staff supervising. Next Friday 15<sup>th</sup> September. Goody bags almost complete. Monoosh pizza- ordered 2-day prior by Lillian. Timing of pizza etc to be discussed regarding interval or prior or post dance.</p> <p>Parent helpers also present.</p> <p>Athletics \$2.00 donation to be canvassed.</p> <p>Referendum BBQ 14<sup>th</sup> October - BPIS is a site. Will need to be out of session planning given the timing in Oct.</p> <p>Flyer for volunteers</p> <p>Baked goods stall.</p> <p>Teacloth/T-Shirt- Matthew emailed. School colour. End of year/Christmas gifting.</p>	<b>ALL</b>
<b>7. Business without Notice</b>	<b>Gift from P&amp;C for each year 2 child- Brainstorming ideas.</b>	<b>ALL</b>
<b>8. Next P&amp;C meeting</b>	<b>Week 2 Term 4 October</b>	
<b>9. Meeting Closed</b>	<b>8.25pm</b>	

<b>ACTION</b>	<b>Responsibility</b>	<b>STATUS</b>
<b>Signatory Swaps</b>	<b>Matthew/Joanna/Nicole</b>	<b>OPEN</b>
<b>Disco volunteers /Food</b>	<b>ALL -</b>	<b>OPEN</b>
<b>Referendum Planning</b>	<b>ALL</b>	<b>OPEN</b>