

## **Executive**

The Executive has had 2 meetings (by email) since the last meeting

- 1) To approve tonight's special meeting and agenda items
- 2) To approve a small amount of expenditure for refreshments the Parent Morning Tea at Kindy Orientation and for drinks / refreshments at the Restorative Practice Parent Session (the treasurer advised these were expenses were able to be covered in the existing budget.)

To facilitate the Executive decision making I invited Maggie Barry as fundraising rep to step in for Louise Gunter while Louise is on leave from Vice Presidential duties.

Given there may be some further executive decisions required in the lead up to Gala Day (early in the new year), I think it would be a good idea to maintain the 5 person executive, and to maintain a fundraising rep on the executive

Therefore **I propose formally nominating Maggie Barry as Acting Vice President (Fundraising)** until either Louise returns from leave or the February AGM (whichever the sooner)

## **Gala Day**

Given preparations for Gala Day will need to be well advanced before the February AGM , I think it's prudent for the P&C to approve an allocation for Gala Day expenses.

Looking back at the minutes ahead of the previous state election gala day, I note that up to \$3500 was approved last time for expenditure on Gala Day. This included expenditure on pre-booking rides / attractions, food, etc. **I suggest allocating a similar amount at tonite's meeting.**

Previous Gala Days have netted approx \$7K to \$12K+, so an expenditure of up to \$3500 by the fundraising committee is not likely to represent a significant risk to the profitability of the event.

## **Feedback – Restorative Practice**

While the feedback received regarding the restorative practice training has been largely very positive, one parent (who also had positive feedback) raised a concern / question about religious content. The Parent presentation including a reference to the (Holy) Spirit as did slides which were downloadable from the Restorative Practice website. The parent raised the question about whether there was any religious content or references in the presentation to children. The parent noted that it would be a concern if the P&C funded content which had a religious slant or element.

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## **Meeting Management**

Some feedback has been received from members unhappy that some agenda items have been 'bumped' from meeting to meeting.

While the importance of tonite's agenda items is acknowledged, it's also the case that the agenda has been quite 'tight' most of this year (at a meeting earlier in the year, items were also 'bumped' because of last minute business regarding the restructure of the Federation).

A number of actions have been proposed and taken over the last few years to both make meeting processes and agenda as clear and transparent as possible, and also to keep meetings as short as possible.

These have included:

- We have moved forward the scheduled finishing time from 9pm to 8:30pm
- Aimed to get agenda out and emailed to members 7 days ahead of the meeting

- Encouraged members to put motions on notice and to distribute any papers / information related to their motion ahead of the meeting (to encouraged informed, focussed and concise discussion)
- Chair where appropriate has requested speakers speak once to motions or during discussions
- Nominating a time keeper to keep agenda on track.
- Trial of tabling of written reports by Pres, Fundraising, Treasurer at meeting
- Deferred agenda items to the next meeting when the scheduled finish time is reached

To give us an objective view of how we are faring I have started doing some benchmarking against Yeo park meetings of previous years, as well as against other school P&Cs.

I can report that Yeo Park P&C has had some success reducing our meeting length in recent years:.

- Meeting times over the last 2 years have dropped from an average of around **2hrs 10 mins**, to an average of **1hr 45min**.

The longest meetings in 2011 and 2012 went until around 9:45pm (2hrs 45min), while all meetings in 2014 have finished before 9pm.

- Meetings at Yeo Park P&C were shorter than other P&C meetings that I could find on the web (such as Thornleigh PS or Rozelle PS) which tended to run for 2 – 3hrs

While everyone likes a short meeting, there is clearly a balance required between the goal of keeping meetings short and of ensuring that the agenda is completed.

One compromise might be to schedule the first meeting of each term to finish by 9pm (and ensure that it does), and the second meeting of each term to be scheduled to finish at the earlier time of 8:30pm.

These are issue for members to consider for the future management of meetings.

#### **Other feedback - Email Bulletin and kindy flyer**

Feedback on the P&C email bulletin being trialled continues to be positive. Parents have indicated they appreciate being emailed the meeting papers and agenda etc as a way of keeping in touch with what the P&C has been up to.

*One parent wrote: "Really loving this newsletter! I have not been able to commit to the P&C or many fundraising events this current year but hope to be involved next year, great to know what is going on all the same. Also loving the Kindy flyer as I did feel a bit lost when starting Ruby at the school this year, it explains things really well. Good Job."*

*Another: "I wasn't sure initially about the idea of sending more stuff to people but I think (the e-bulletin) will def be a way to include busy parents in the P&C business by actually giving context to the minutes in a discussion style."*

#### **Ethics Classes**

Questions have been asked about whether ethics will be offered to year 1 and year 2 next year as per the roll out plan originally outlined, and about any need for recruitment of ethics teachers / coordinator. I will pass these questions on the school. Also I have received an 'ethics brochure' designed by primary ethics for parents (attached)

**Motion 1:** That Maggie Barry be appointed acting Vice President (fundraising) for the period that Louise Bowerman is on leave or until the next AGM (whichever sooner)

**Motion 2:** That the P&C approve expenditure of up to \$3500 to cover Gala Day expenses.

**Steve Clarke**