

AGENDA

P&C Meeting (Term 1), Monday 26 Feb 2024

Welcome from 6.00 for a 6.30pm start.

A. Welcome and Introduction – 10 min

1. Welcome and formal opening of meeting -
2. Apologies
3. Minutes & business arising from the previous meeting on 11 Dec '23
4. Membership

B. Introduction to the P&C Executive Committee – 5 mins

C. P&C Approach to 2024 – 5 min

1. Objective & Vision
2. Community engagement

D. Addresses/ Updates – 35 min

3. Principal's address (20 min)
4. Treasurer's update (5 min)
5. Music Committee update (5 min)
6. Communications update (5 min)

E. Fundraising 2024 – 20 min

1. Fundraising priorities - what for and how much?
 - a. Priorities
 - b. Events – how many and when?
 - c. Grants
2. Feedback from the Welcome BBQ

F. Other Business

1. Required Motions
2. Other

Minutes

Attendees: 2024 P&C Executive (other than Natham Smith and Houg Tang), Jerri Dawson, Jillian Farac, Emily Swift, Stella Dion, Ben Moriro, Liz Chan, Alison Ashe, Andrew McGlashan, Carmelo Fedele, Jacques Simon, Isabelle Hesse, Kahe Kumar, Celia Yap, Michael Langley

A. Welcome and Introduction – 10 min

1. Welcome and formal opening of meeting -
2. Apologies
 - Co – President, Nathan Smith owing to last minute work commitment
 - Houg Tang unable to attend owing to home commitments
3. Minutes & business arising from the previous meeting on 11 Dec '23
 - Acceptance of previous, acceptance moved by Joe Game, and seconded by Jaana Quainstance- James
 - Raised to best set up the 2025 P&C Executive for success, the 2024 AGM where the incoming year's P&C Exec Team is signed in, will be in September 2024 rather than in the month of December as has been the custom in the past.
4. Membership
 - Reminder given of the need for P&C attendees to register (and pay the \$2 membership fee) to become members to participate in voting on motions (refer to the QR code on slide 5/26 in Annexure A)

B. Introduction to the P&C Executive Committee – 5 mins

JQ introduced by the new P&C Executive Committee comprising parents from every stage being:

- Jaana Quainstance- James (JQ): Co – President Houg Tang (HT)
- Natham Smith: Co – President Joanna (Jo)
- Zelva Dammerel: Co- Vic President
- Sarah Jeffers: Co- Vic President
- Andy Hough: Treasurer
- Joe Game: Secretary
- Sharon Ververis: Co – Communications Manager
- Joanna Ursino: Co – Communications Manager
- Bec Schepers – Grants Coordinator
- Nick and Angela Uther
- Houg Tang

Refer to slide 7/36 in Annexure A.

C. P&C Approach to 2024 – 5 min

1. Objective & Vision
JQ presented. Refer slide 7, 9 and 10 /36 in Annexure A

Note: Slide 9 represents the values and principles gathered from attendees through the mento survey.

Positive Community Building

2. Community engagement

JQ presented. Refer slide 10/36 in Annexure A

D. Addresses/ Updates – 35 min

3. Principal's address (20 min)

Refer to slides 12 to 19/ 36 in the slide pack attached at Annexure A as presented by Julie Warda which are broken into the following segments:

- My Vision for our school - I'm where I'm meant to be
- 2024 Big Rocks (priorities)
- My professional goals
- Streamlining Communication
- Got Game and PE plans + Creative Minds
- Finance Overview and 2024 school fee breakdown including our book/stationery pack decision
- Staff fundraising wish lists (IT and furniture)

Julie commenced her address by highlighting how pleased she was to be teaching back in the inner west and particularly at Forest Lodge PS

4. Treasurer's update (5 min)

- Refer to slide 20/36 in the slide pack attached at Annexure A as presented by, P&C Treasurer, Any Hough.
- Andy highlighted that the target for the P&C was to raise \$25,000 in 2024

5. Music Committee update (5 min)

- Refer to slide 22/36 in the slide pack attached at Annexure A as presented by, Garth Stone
- Gath highlight that:
 - there are currently 6 ensembles at the school
 - the Music Co-ordinator is employed by P&C
 - the P&C Sub-Music Committee 2024 funding target was to make \$25K to \$30K to cover ongoing costs including the cost of the Music Co-ordinator, ensemble leaders, conductors, accompanist, and costs associated with instrument purchase and repair etc
 - based on current ensembles fees, there exists a funding shortfall
 - the P&C Sub-Music Committee is looking at options to address this gap noting fees have not changed in 3 years
 - there may need to be greater and communication to the broader school community about the the Music program.

6. Communications update (5 min)

- Refer to slide 23/36 in the slide pack attached at Annexure A as presented by Sharon Ververis regarding the P&C and Class WhatsApp's chats

E. Fundraising 2024 – 20 min

3. Fundraising priorities - what for and how much?

a. Priorities

Refer to slide 22/36 in the slide pack attached at Annexure A as presented by, JQ noting the 2024 funding goal is \$25,000

b. Events – how many and when?

Refer to slides 22 and 23 /36 in the slide pack attached at Annexure A as presented by, JQ.

JQ than ran through the slide 24/36 inviting a discussion from attendees regarding views about holding a 'Min- fete' in May 2024 noting this would require support by the broader school community.

A survey of attendees was then taken where there was strong majority vote received (18 in favour and 7 against) for the P&C Exec to explore/ progress the idea including to better understand the effort v reward ratio.

JQ also highlighted per slide 30/36 that it would take \$73 direct donation per child at school to reach the \$25,000 funding target absent any fundraising and welcome those in a position to do to make a direct donation.

Referring also to slide 31/36, JQ encouraged families and friends to utilise the CobdenHayson referral program. Refer to slide 31/36 which sets out details how the program operates.

c. Grants

Bec Schepers presented slide 32/36 and provide a high level summary of the general parameters around the school being eligible to apply and receive funding through government grants.

4. Feedback from the Welcome BBQ

Owing to time this item was held over

F. Other Business

3. Required Motions

N/A

4. Other

Next P&C meeting schedule for Monday 25 March 2024 at the Forest Lodge Hotel, to commence at 6.30pm.

Positive Community Building

Annexure A



Forest Lodge
Public School

Parents &
Citizens
Association



Agenda - P&C Meeting 1

26 February



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1. Required Motions
2. Other

DOOR
PRIZE!

A neon sign graphic with the text "DOOR PRIZE!" in a stylized, bubbly font. The text is white with a blue outline and is set within a purple speech bubble. The background is a dark blue brick wall. There are yellow triangles and pink circles scattered around the sign.

Welcome & Introduction



1. Welcome and formal opening of meeting
2. Apologies
3. Minutes & business arising from the previous meeting on 11 Dec '23

Key Takeaway from Last

Meeting:

AGM - where new Executive Committee is signed in - is now in September

Closing 2023... and extraordinary AGM 11th December

4 December 2023 | P&C

The final P&C Meeting of the year, and AGM, was held on Tuesday 28th November. Meeting minutes are now available [here](#).

The meeting incorporated a workshop to look at the successes and challenges of this year, and garner ideas for moving into 2024. The meeting also voted in a P&C Treasurer and Grants Lead (returning, Andy Hough and Bec Schepers respectively) and co-Communications Leads Sharon Ververis & Joanna Urismo.

Importantly, the remainder of the P&C Executive has been identified following the meeting and will be voted in at an extraordinary AGM on Monday 11th December 5.15pm - 5.45pm.

The community is welcome to join the meeting via the zoom details below:

<https://us06web.zoom.us/j/86278491141?pwd=CQjTOWlpzfmZPB6cJEwb44jta0X1H3N.1>

Meeting ID: 862 7849 1141

Passcode: 454970

A special note of thanks to Garth Stone from the P&C Committee members - Garth took up the reigns as President in Term 1 of this year and dived straight into just about everything! We thank you and congratulate you for your passion and commitment. You were the driver that made such a successful year happen! From barbeques (so many barbeques), to trivia, then bringing in a new event with the comedy night - it was a fantastic year!

Well done and thank you to all in the community who attended and supported the events in one way or another.

P&C Membership



Nathan Smith	Ben Shipley
Joanna Ursino	Helen Fedele
Jaana Quaintance-James	Michael Langley
Bec Schepers	Chelsey Barnes*
Andy Hough	Assma Amarir
Garth Stone	Celia Yap
Camila Alvarez	Jim Mussared
Lucy Dawes	Isabelle Hesse
Huong Tang*	Kerryn Kahler
Ange Nic Uther	Faye Blaisdale
Kate Kumar	Assma Amarir
Tom O'Brian*	Carmelo Fedele
Jacques Simon	Zelva Dammerel

Please sign up as a paid up member
of the P&C and have your vote



*Indicates not paid

2024 Exec Committee



A team of 11 has formed with parents from every stage to deliver on this objective for 2024.



The P&C Approach - 2024



2024 Objective:

In a fun and inclusive manner, inspire greater participation and engagement amongst the Forest Lodge Parent Community while being positive role models of civic engagement for our children and raising money which delivers value for their education.

#Bigdreams2024!

Key Values & Principles for 2024



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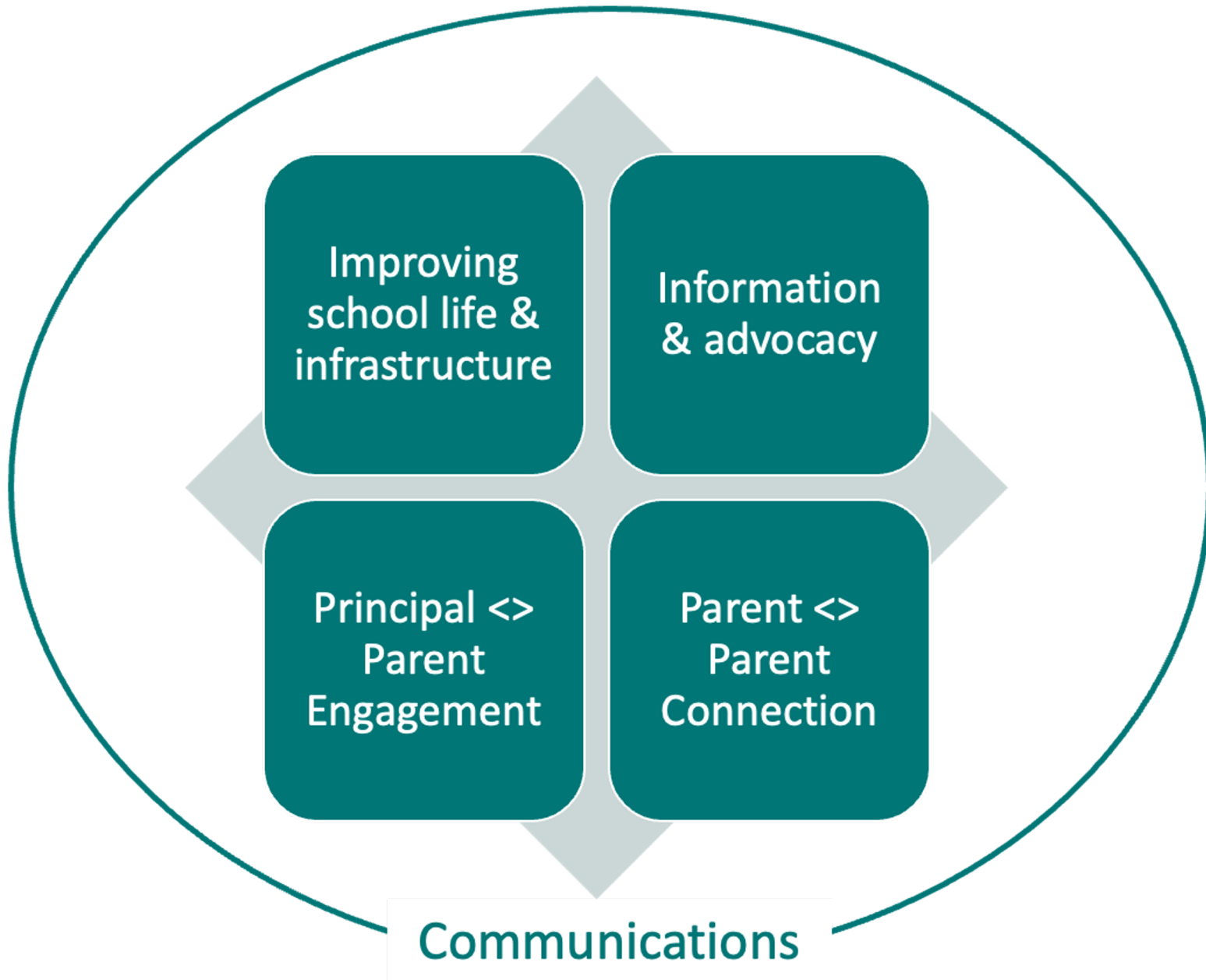
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What Values & Principles Should Guide the P&C in 2024?

66 responses



Key Activities of the P&C



The P&C Approach - 2024



Community Engagement

→ Family participation

→ Ownership of events by Stage



2024 Principal's Report

- My Vision for our school - I'm where I'm meant to be
 - 2024 Big Rocks (priorities)
-
- My professional goals
 - Streamlining Communication
 - Got Game and PE plans + Creative Minds
 - Finance Overview and 2024 school fee breakdown including our book/stationery pack decision
 - Staff fundraising wish lists (IT and furniture)

Vision

Every child:

- ★ looks forward to coming to FLPS everyday
- ★ is taught at their point of need and readiness (get what THEY need)
Goldilocks Zone, LaS and enrichment, engagement
- ★ knows their voice is valued, encouraged and acted on - *Student Voice / Belonging*
- ★ is an active learner who continually grows as they prepare for life's journey
- ★ develops into a kind, unique and well rounded human - *Resilience / Holistic*

Strengthening our school community together - students, families, teachers and beyond, Proudly Public, raising profile of teachers

Maximising the strengths and interests of our teachers to benefit students e.g. *Creative Minds, HPGE LaS, Inclusion*

Wellness for all - mental, physical, work-life

2024 FLPS Big Rocks (priorities)

—
Wellness for all - SD3

Curriculum Reform - SD1

Literacy and Numeracy - SD1

Teacher Learning Communities (collaborative practices) - SD2

Student Voice - SD3

Attendance - SD3

**all reflected in our school timetabling, changes this year*

2024 My goals aligned to teaching standards and DoE Plan

Goal 1: By the end of 2024 I will lead the school community to have a collective understanding of what Student Voice is. Structures, systems and processes will be developed and refined. (4.1.4)

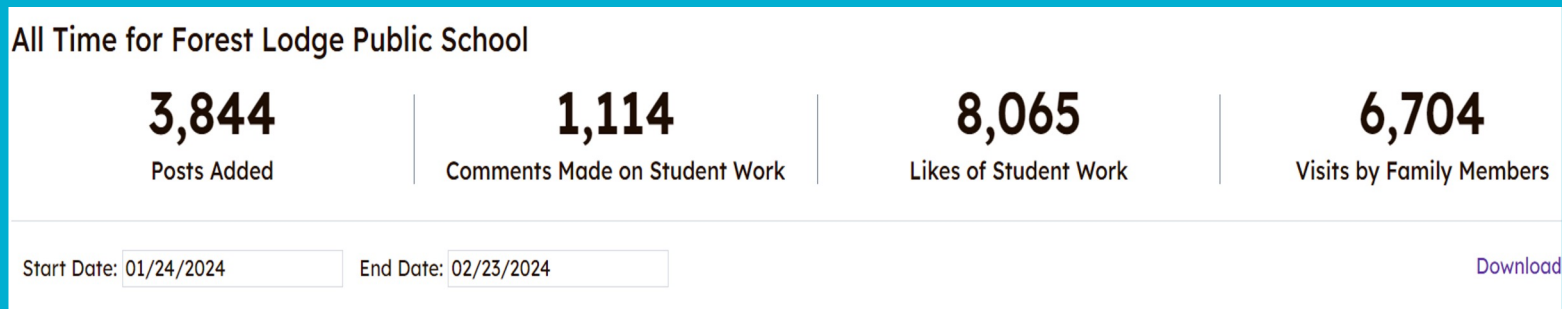
Goal 2: By the end of 2024 I will continue to strengthen collaborative relationships with the whole school community to evolve our culture of inclusion, involvement and success. (1.1.4 & 1.5.4)

Goal 3: By the end of 2024 I will strategically build teacher and leader capacity through high impact professional learning for all staff. (6.4.4)

Streamlining Communication

Newsletter readership continues to grow

Seesaw is our learning platform



School Bytes for school communication, notes and payments

Sentral for attendance and calendar...phasing out, aiming for end of Sem 1
- teachers need time to learn new modules from the internal side *e.g. data collection, LaS, school reports and roll marking*

Got Game and 2024 PE plans + Creative Minds

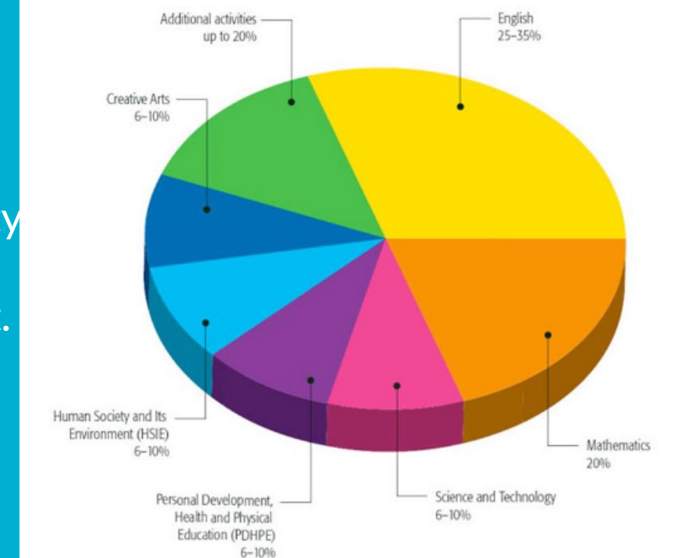
Got Game stopped, PE hasn't

Students in Years K-10 participate in a minimum of 150 minutes of planned moderate activity with some vigorous physical activity across the school week. This time includes planned weekly sport.

What is Creative Minds?

- ❖ STEAM + ICT
- ❖ CCT
- ❖ Life Skills / Traits - Creativity, Communication, Collaboration and Critical Reflection

Figure 1 – K-6 time allocations for each KLA



Finance Overview

- 2024 school fee breakdown including our book/stationery pack decision (handout note)
 - Flexible funds and staffing decisions - Learning and Support e.g. *New - 3 days a week of specialist teacher time in K-2 + Additional Learning & Support HPGE (Mrs Rees) + AP C&I full time (+0.4 AP)*

1.534 FTE Teacher - \$214,443 (not including Sophie R)

3.848 FTE SASS - \$299,483
 - Aligned priorities - Big Rocks + School Plan + DoE Plan for NSW
 - Federal Funds 'Wellbeing Boost' for MH and Wellbeing - our focus areas are Student Leadership, Student Voice, re-energise Grow Your Mind, new mural created by S3 students and partnering with 4Cs (student voice)

Staff Fundraising Wish lists

P&C supporting social events to celebrate staff - teachers, SASS and SLSOs e.g. Easter, Xmas in July, World Teachers Day, end of year social

Technology wish list

Furniture wish list

Treasurers Update



P&C Fundraising in 2023	Month	Revenue	Costs	Profit
State Election BBQ & cake sale	Mar	\$10,805	\$3,670	\$7,135**
Pizza in July pub quiz	Jul	\$4,250	\$290	\$3,960
Uni open day bake sale	Sep	\$1,720	\$375	\$1,345*
Voice Referendum BBQ & cake sale	Oct	\$6,475	\$1,915	\$4,560**
Halloween disco	Oct	\$12,115	\$5,110	\$7,005**
Comedy night	Nov	\$3,100	\$240	\$2,860**
Colour fun run	Nov	\$12,050	\$2,325	\$9,725
TOTAL		\$50,015	\$13,925	\$36,590
* Funds assigned to Yr6 disco				
** Not yet paid to school				\$31,285

Current cash in the bank of \$28k (pre Welcome BBQ)

\$21.5k of this relates to fundraising profit from 2023 which has not yet been paid to the school

Annual P&C running costs (Insurance, IT, bank charges etc.)
\$3.5k a year

**+\$2,787 in
donations**

Extra Curricular Music

- The extra circular music program is run by the P&C in conjunction with Georgia the program's music coordinator. Includes:
 - Junior & senior concert bands
 - Recorder ensembles
 - String ensembles
 - Junior & senior choirs
- Contact our music coordinator, Georgia Harrington
band@flpsmusic.net / 0415 007 010



Note: This program is different from the in-school music classes the P&C has helped to fundraise for in previous years

Extra Curricular Music

- As part of the new year we have been looking at finances
- Ensemble fees fund ensemble leaders conductors, accompanists
- Ensemble fees for semester 1 (Terms 1&2) will not cover costs
- We have a shortfall of close to \$3K which needs to be addressed
- Currently looking at options to address this gap
- Important to note that fees have not gone up for a number of years
- More updates to follow as the process unfolds....



Communications Update



P&C What's App Chat

Who | 228 Members

P&C Admin

What | P&C Focus

- Events & Meetings
- P&C Goals, Successes
- P&C Music & Sustainability
- Important Topics – e.g. funding of public schools
- Ability to ask a question to the entire cohort, crowd source answers.



Class Chat

Who | Your Class Only

Class Admin & parents

What | In Class Topics

- Ability to ask a question - crowd source specific class questions.
 - Highlight key school comms
- Out of class or extra - curricular social activities / sports, teachers gifting



Be a **useful resource** / help parents find & share information



Support parents to be **engaged** members of school community.



P&C WA Chat - Released Group **Guidelines**



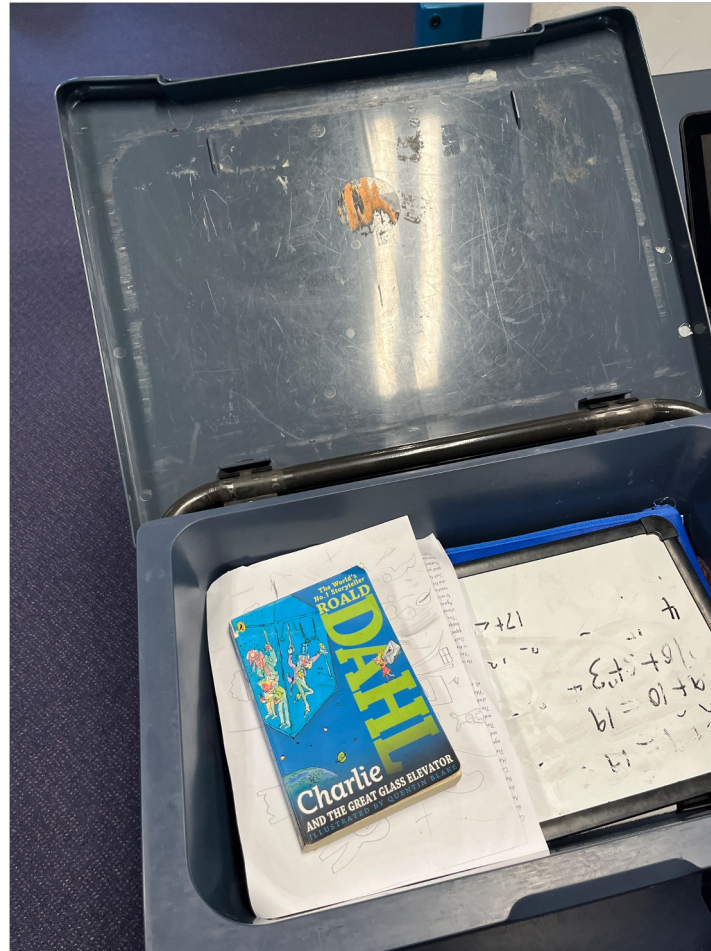
Simplify & Streamline (there's never a perfect solution, but we are evolving)

- Speedy set up for start of year and collaboration with school on What's App Invites
- Upcoming P&C Website Review
- Central Calendar
- Tips/Tricks info on simplest way to locate What's-App Comms (Search function plus Docs & Links)



We do also hope the comms are fun!

Improving School Life & Infrastructure - Fundraising 2024



2024 Goal: \$25,000

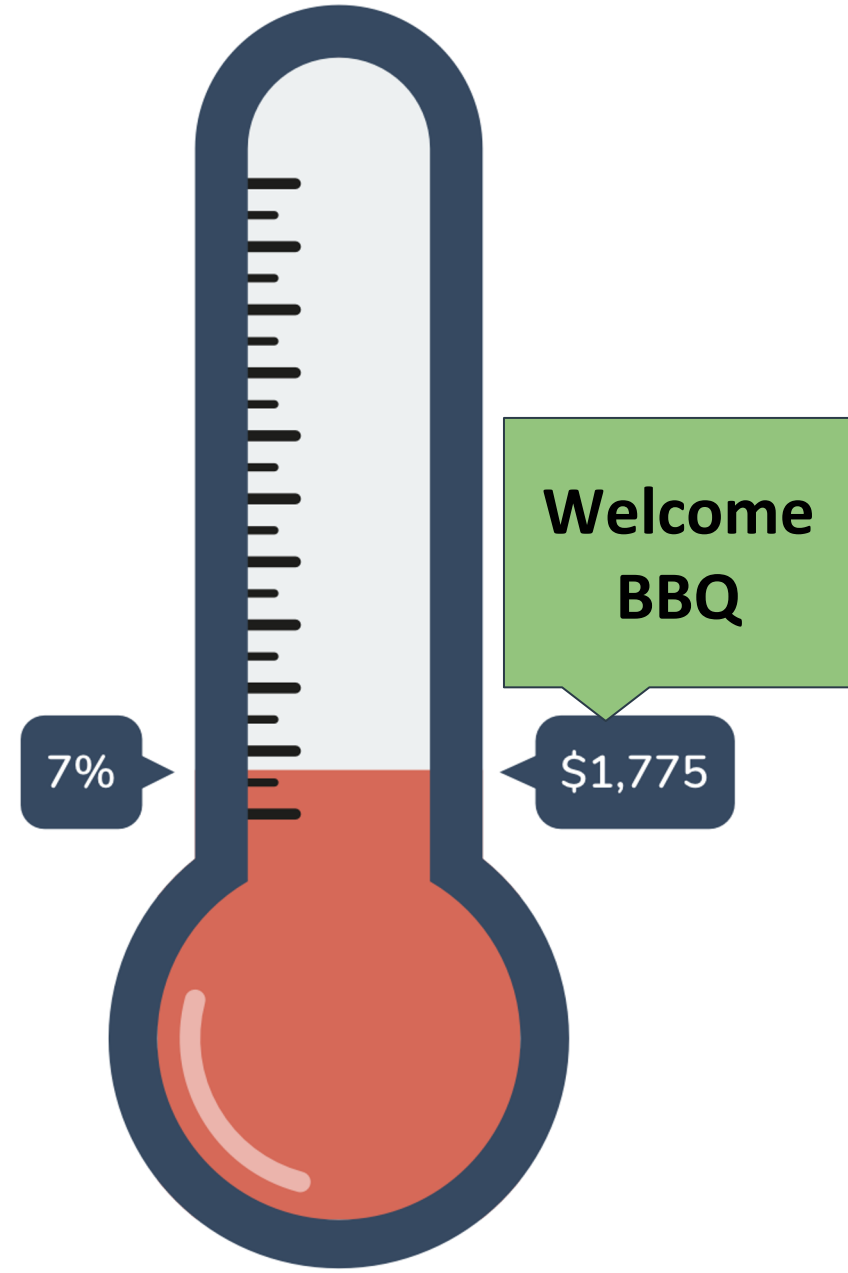


To be a raised via various means:

- ★ Events
- ★ Sponsorships
- ★ Direct donations from families
- ★ Flodge merchandise*
- ★ Partnerships e.g with local businesses*

*Work in Progress

Grants are additional and generally for specific projects that meet certain criteria (therefore not included in this)



Major Events

Forest Lodge Public School

FUNDRAISING & COMMUNITY CONNECTION EVENTS

MONTHLY
CALENDAR
'24



1st Half | 2nd Half

FEB
23

WELCOME BBQ (DONE!)

P&C Exec Hosted BBQ event to bring the community together at the start of the year.

APR
6

INFLATABLE MOVIE NIGHT

Stage 3 hosted fundraiser out at the school to watch a movie with a giant inflatable screen.

11

COLOUR FUN RUN

Major annual fundraiser and super fun event for children to run and get colorful.

MAY
10
25



MOTHER'S DAY BAND BREKKY

Enjoy connecting with other parents and watching the school band over a BBQ breakfast at school.

MINI FETE

Major fundraiser opportunity to be explored – to be supported by all stages if goes ahead.

JUN
5



SCHOOL ENVIRONMENT DAY

World Environment Day happens on 5th June each year. 2024 is the 50th anniversary of World Environment Day!

JUL

TBC – PARENTS NIGHT OUT

AUG
30



FATHER'S DAY BAND BREKKY

Enjoy connecting with other parents and watching the school band over a BBQ breakfast at school.

TBC – PARENTS NIGHT OUT

OCT
26



HALLOWEEN DISCO!

Stages 1 & 2 hosted Fundraiser extraordinaire. Fun for all the family.

Mini Fete - 25th May - Discuss

What?	Why Do it?	Why Not Do it?
<ul style="list-style-type: none"> ● Fete on school grounds 25 May ● Sausage sizzle and/or food trucks ● Bake sale ● Bar (?) and/or coffee cart ● Kids activities tbc but e.g. slippery dip, photo booth, jumping castle, dunk tank, petting zoo, face painting ● Second hand stalls e.g toys and books ● Sponsor stalls 	<ul style="list-style-type: none"> ● Exciting event to bring everyone together ● Replaces \$ normally obtained through election BBQs – potentially raise \$10k ● Collects money from outside of Flodge families for the school ● No one in this area has a fete so a differentiator ● Charity partner donation 	<ul style="list-style-type: none"> ● Big effort needed from all in community to make it successful ● Effort to reward ratio always a risk ● Insurance and safety considerations ● Weather always a risk

Fete or no Fete?



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Enter code: 58792014

Should we progress idea of a Mini Fete?



Yes to Mini Fete!



No to Mini Fete



Direct Donations



2024 Goal of **\$25,000** Equates to

\$73

per child

Not possible for everyone we appreciate. however some may prefer direct donations. If so:

A/C Name: Forest Lodge Public School P&C Association

Account No: 0090 0135

BSB: 062 172

Sponsorships

+\$30,000 raised, approx \$25,000 more to come in 2024

\$1500 Referral

For every home referred by our community to Ben Southwell that is listed and sold, Cobden & Hayson donate \$1500 to the school.

Reduced Commision Sale

We promote to community, people register with us and we draw a winner - winner gets a reduced commission from CH and 50% is donated to the school.

NB: Have not yet 'banked' this in our \$ plans for this year - if/when it does come through we can increase fundraising target / do more stuff

CobdenHayson.

Help by referring anyone you know who is considering selling their house by sharing the link:



Grants Update



Won / Lost grants



2022 Community Building Partnerships Grant

NSW Government

Value: \$40,000

Shade sails over the handball courts



2023 Community Building Partnerships Grant

Value: \$40,000

IT upgrades to support learning and safety (PA)

Did not meet the criteria

Grants Update



Year Ahead

National Tree Day

Planet Ark

Funding for seedlings; part of Environment Day celebrations

Schools Upgrade Fund - Round 2

Federal Government

Value: \$250,000

Focus is on significantly disadvantaged schools - **don't meet the criteria**

Community Building Partnerships 2024

NSW Government

Value: up to \$40,000; generally requires co-contribution of at least equal amount

Focus on adding value to community connections. Previously funded for solar system and playground upgrades.

Looking into....

Ways to fund upgrade of the bubblers / water fountains - City of Syd, Sydney Water

Welcome BBQ Debrief



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Any Other Business



1. Flodge Environmental Leaders
2. P&C Federation Full Funding Petition

“Currently 98% of public schools do not receive their full funding requirements under the minimums set by the School Resourcing Standard (SRS)”

The poster features a photograph of three young boys in school uniforms on the left. To their right, the text "Full Funding Matters" is displayed in large, bold, orange letters on a dark blue background. Above this text is the P&C Federation NSW logo, which consists of the letters "P&C" in blue and orange, with "FEDERATION NSW" in smaller blue text below. At the bottom of the poster, the slogan "WE SUPPORT 100% FUNDING FOR 100% OF SCHOOLS" is written in white capital letters on a light blue background.



Next Meeting



Monday 25th March
6pm for a 630 start - same location

Agenda items so far:

1. Flasca governance - changing policy of Dept of Education & discussion about how to approach this
2. Special Religious Education (SRE) and Special Education in Ethics (SEE) - petition for legislative change
3. + feel free to reach out with other topics