



DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

AGENDA 19 NOVEMBER 2024

P&C COMMITTEE 2024

Acknowledgment of Country – We would like to acknowledge the traditional custodians of the land on which we meet this evening, the Wangal people of the Eora Nation. We pay our respect to their elders past, present and emerging. We extend that respect to any Aboriginal people here this evening.

Statement of Inclusivity - We are all here to serve our community. Everyone is welcome. Your voice matters and counts.

Item		Person	Time (mins)
1.	<u>P&C Meeting Open – 7.30pm School Library</u> - Acknowledgment of Country - Statement of Inclusivity	Angela Farrell	5 mins 7:30pm-7:35pm
2.	Review last minutes/actions and endorse minutes	Angela Farrell	5 mins 7:35pm-7:40pm
3.	President's report	Angela Farrell	5 mins 7:40pm-7:45 pm
4.	Principal's report	John Nguyen	15 mins 7:45pm-8:00pm
5.	Treasurer's report – (monthly written report circulated)	Kendal Mackay	5 mins 8:00pm-8:05 pm
6.	Canteen and Uniform Committee reports - Canteen - Uniform Shop	Dee Elalingam - Canteen Emilie Rohmer - Uniform Shop	15 mins 8:05pm-8:20pm
7.	Events Committee/Leads reports - Disco report - Champagne night 2025	Angela Farrell All	15 mins 8:20pm-8:35pm
8.	Building Fund	John Nguyen	10 mins 8:35pm-8:45pm
9.	Grants Update	Huy Nguon	5 mins 8:45pm-8:50pm
10.	Kindergarten Orientation	Tim Counter and Angela Farrell	5 mins 8:50pm-8:55pm
11.	Other business	Tim Counter	5mins 8:55pm-9:00pm
12.	Date next meeting	All	
	<u>Meeting Close - 9:00pm</u>		

Drummoyne Public School P&C Association

**Treasurers Report
October 2024 Report (November 2024 Meeting)**

Income Statement – October 2024

	TY	Current Month			%	TY	Year To Date			%
		LY	Var				LY	Var		
Income										
Canteen Sales	5,278	10,693	(5,416)	(50.65%)		88,460	103,838	(15,378)	(14.81%)	
Uniform Sales	3,855	5,711	(1,856)	(32.50%)		46,415	52,240	(5,825)	(11.15%)	
Event Income	58	6,465	(6,407)	(99.10%)		25,691	25,090	600	2.39%	
Fete Income	0	9,380	(9,380)	(100.00%)		86,644	76,523	10,120	13.23%	
Other Income	405	389	16	4.07%		11,404	4,253	7,151	168.13%	
Total Trading Income	9,595	32,638	(23,043)	(70.60%)		258,614	261,945	(3,331)	(1.27%)	
Cost of Sales	12,217	15,538	(3,321)	(21.37%)		65,186	79,115	(13,929)	(17.61%)	
Gross Profit	(2,622)	17,100	(19,722)	(115.33%)		193,428	182,830	10,598	5.80%	
Operating Expenses										
Canteen Operating Expenses	3,192	4,023	(831)	(20.66%)		45,145	42,609	2,536	5.95%	
Event Operating Expenses	405	2,681	(2,276)	(84.90%)		14,288	15,539	(1,251)	(8.05%)	
Fete Operating Expenses	3	364	(361)	(99.08%)		44,742	39,416	5,327	13.51%	
Gifts & Appreciation Expense	0	208	(208)	(100.00%)		0	208	(208)	(100.00%)	
Uniform Shop Operating Expenses	474	157	317	202.34%		2,238	1,492	746	49.98%	
Other Expenses	787	908	(121)	(13.36%)		3,103	8,458	(5,355)	(63.32%)	
Total Operating Expenses	4,861	8,341	(3,480)	(41.72%)		109,517	107,722	1,795	1.67%	
Surplus/(Deficit) Before Donations	(7,483)	8,759	(16,242)	(185.42%)		83,912	75,108	8,803	11.72%	
Donations	0	0	0			136,361	175,328	(38,967)	-22.23%	
Net Surplus/(Deficit)	(7,483)	8,759	(16,242)	(185.42%)		(52,450)	(100,220)	47,770	(47.67%)	
<i>Canteen Contribution</i>	<i>(1,215)</i>	<i>911</i>	<i>(2,126)</i>	<i>(233.39%)</i>		<i>1,015</i>	<i>14,418</i>	<i>(13,404)</i>	<i>(92.96%)</i>	
<i>Uniform Shop Contribution</i>	<i>(5,536)</i>	<i>(4,225)</i>	<i>(1,311)</i>	<i>31.04%</i>		<i>21,292</i>	<i>18,444</i>	<i>2,848</i>	<i>15.44%</i>	
<i>Fete and Event Contribution</i>	<i>(350)</i>	<i>12,800</i>	<i>(13,150)</i>	<i>(102.74%)</i>		<i>53,304</i>	<i>46,659</i>	<i>6,645</i>	<i>14.24%</i>	

- Canteen sales down compared to last year for the month (2 weeks holiday) and remain down YTD.
- Uniform sales down compared to last year for the month and remain down YTD.
- Cost of Sales down on LY for the month and well down YTD.
- Total operating expenses down from last year for the period and slightly up YTD.
- \$7.4k Deficit for the month – \$84k Surplus YTD before donations.
- Current YTD Deficit of circa \$52k.

Balance Sheet – October 2024

	31 Oct 2024	31 Oct 2023	Var
Cash	258,985	332,628	(73,643)
Accounts Receivable	339	10,472	(10,134)
Inventory	94,468	88,910	5,558
Current Assets	353,792	432,010	(78,218)
Fixed Assets	0	0	0
Total Assets	353,792	432,010	(78,218)
Accounts Payable	11,470	0	11,470
Accruals	11,470	13,026	(1,556)
PAYG Withholdings Payable	1,270	1,258	12
Rounding	0	0	0
Superannuation Payable	285	526	(241)
Unearned Income - Grants	0	0	0
Fete - Income in Advance	0	0	0
Unearned Income – Flexischools	1,934	511	1,423
Unearned income - Uniform Shop	0	0	0
Wages Payable - Payroll	0	2,211	(2,211)
Total Current Liabilities	15,348	17,311	(1,964)
Provision - LSL Non-Current	2,454	2,209	244
Total Non-Current Liabilities	2,454	2,209	244
Total Liabilities	17,801	19,521	(1,720)
Net Assets	335,991	412,490	(76,499)
Total Equity	335,991	412,490	(76,499)

- Total Assets down on this time last year due to significant donations made during the previous year (circa \$192k) and YTD (\$136k).
- Total Equity down as forecast and remains excellent with no further donations for this year committed at this stage.

Full Year Forecast

	TY	LY	Full Year		Budget	Var	%
			Var	%			
Income							
Canteen Sales	103,460	118,653	(15,193)	(12.80%)	110,000	(6,540)	(5.95%)
Uniform Sales	52,415	59,749	(7,334)	(12.28%)	55,000	(2,585)	(4.70%)
Event Income	26,191	25,952	239	0.92%	25,000	1,191	4.76%
Fete Income	86,644	76,523	10,120	13.23%	80,000	6,644	8.30%
Other Income	12,054	4,977	7,077	142.21%	4,000	8,054	201.35%
Total Income	280,764	285,855	(5,091)	(1.78%)	274,000	6,764	2.47%
Cost of Sales	80,186	94,449	(14,263)	(15.10%)	95,000	(14,814)	(15.59%)
Gross Profit	200,578	191,406	9,172	4.79%	179,000	21,578	12.05%
Less Operating Expenses							
Canteen Operating Expenses	55,145	51,460	3,685	7.16%	50,000	5,145	10.29%
Event Operating Expenses	14,788	15,793	(1,005)	(6.36%)	15,000	(212)	(1.41%)
Fete Operating Expenses	44,742	39,416	5,327	13.51%	45,000	(258)	(0.57%)
Gifts & Appreciation Expense	500	208	292	140.44%	500	0	
Uniform Shop Operating Expenses	2,238	1,796	442	24.63%	2,000	238	11.91%
Other Expenses	13,900	8,701	5,199	59.75%	13,900	0	0.00%
Total Operating Expenses	131,314	117,374	13,941	11.88%	126,400	4,914	3.89%
Surplus Before Donations	69,264	74,033	(4,768)	(6.44%)	52,600	16,664	31.68%
Donations	136,361	192,817	(56,456)	(29.28%)	181,718	(45,357)	(24.96%)
Net Surplus/(Deficit)	(67,097)	(124,269)	57,172	(46.01%)	(129,118)	62,021	(48.03%)
<i>Canteen Contribution</i>	<i>(1,485)</i>	<i>12,350</i>	<i>(13,835)</i>	<i>(112.03%)</i>			
<i>Uniform Shop Contribution</i>	<i>19,792</i>	<i>18,348</i>	<i>1,443</i>	<i>7.87%</i>			
<i>Fete and Event Contribution</i>	<i>53,304</i>	<i>47,267</i>	<i>6,037</i>	<i>12.77%</i>			

- Canteen and uniform sales forecast adjusted down based on recent months and last year remaining data.
- Event income forecast slightly up with Xmas raffle still to come?
- Donations adjusted down to reflect actuals paid and no further commitments this year.
- Forecast deficit reduced to circa \$67k for the year.

Clubgrants Category 3 Infrastructure Grants

Program Guide 2024/25





Cover image: Community Infrastructure: Shoalhaven Heads Lions Club of Shoalhaven Heads Coastal Viewing Platform. This page: Sport and Recreation - Parramatta City Tennis Inc. - upgrade of the court lighting

The NSW Government offers grants to communities across NSW to support the building, renovation and fit-out of community infrastructure. Funding is available for sport and recreation facilities, as well as projects that assist communities with essential infrastructure and disaster readiness.

Infrastructure Grants are made possible by reinvesting a portion of gaming machine profits from the state's registered clubs, known as the Clubgrants Category 3 Fund.

Under the *Gaming Machine Tax Act* (2001) 0.4% of a club's gaming machine profits over \$1 million during a gaming machine tax year is paid into the Clubgrants Fund on behalf of the club to be used for large scale projects or services associated with sport, health or community infrastructure.

Expenditure under Clubgrants Category 3 is approved by the Minister administering the *Registered Clubs Act* (1976) to support and develop projects that are defined in the *Clubgrants Guidelines* (September 2023).

Infrastructure Grants can be used for costs such as construction, the purchase of capital equipment¹ and professional fees. Examples of projects range from local sports ground facilities, public swimming pools, children's play areas, museums, art galleries, theatres and upgrades to evacuation centres, or community welfare infrastructure that supports youth, mental health or homelessness services.

The Infrastructure Grants process is competitive. Each year the program receives more applications than can be supported.

To ensure your funding request has the best chance of success, it is a good idea to familiarise yourself with the program information and review the application form before you apply. For more information visit nsw.gov.au/grants-and-funding/responsible-gambling-grants

The Clubgrants Category 3 Infrastructure Grant Program is managed by the Office of Responsible Gambling which sits within the Department of Creative Industries, Tourism, Hospitality and Sport.

¹ Capital Equipment is tangible, durable and non-expendable equipment used to facilitate the projects delivery. The functional life of the equipment should be over 1 year and it should be \$5,000 or greater in value, GST exclusive.

Message from the Minister for Gaming and Racing



I am pleased to present the Infrastructure Grants program for 2024/2025.

This year we will commit \$12.75 million for projects that support the community through the construction, rebuild, repair and upgrade of community infrastructure.

These grants provide funding for critical community infrastructure, right across the state.

They support communities to respond to the challenges we face, whether that be through support centres for people experiencing family and domestic violence, community housing, or disaster readiness infrastructure.

They also create opportunities for people to get out into their communities, at sporting facilities, community halls, museums and theatres.

Infrastructure Grants are made possible by the Clubgrants Category 3 Fund, which reinvest profits from gaming machines into community projects.

Funding is available in four key categories:

- Arts and Culture
- Community Infrastructure
- Disaster Readiness
- Sport and Recreation

Further information is available on the Office of Responsible Gambling grants and funding webpage at nsw.gov.au/grants-and-funding/responsible-gambling-grants

I look forward to seeing projects funded under this program that support our communities to be active, connected, supported and resilient and encourage applications from across the state to this important program.

The Hon. David Harris MP
Minister for Gaming and Racing



When to apply for a grant

There will be two grant rounds available during 2024/25. Applicants may apply once per round.

July 2024

Opening: Monday, 1 July 2024

Closing: 11.59pm (AEST) Monday, 22 July 2024

November 2024

Opening: Monday, 4 November 2024

Closing: 11.59pm (AEDT) Monday, 25 November 2024

Application Guidelines

Funding available

Infrastructure Grants can be used toward the costs of construction, alteration, renovation, completion and fit-out of buildings and community infrastructure in the following categories:

Arts and Culture

\$50,000 to \$200,000 available per project

Community Infrastructure

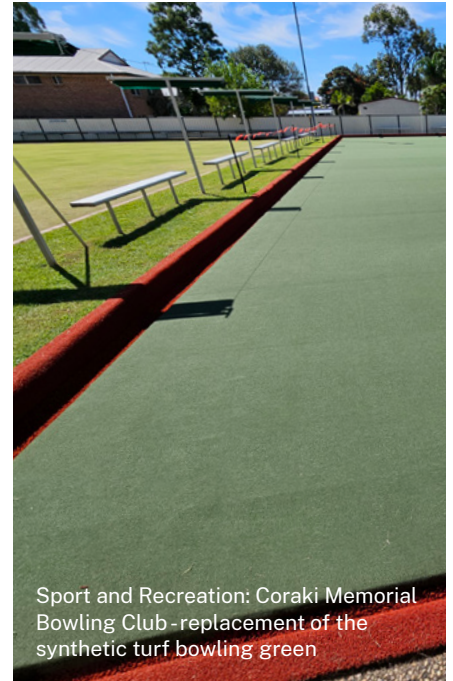
\$50,000 to \$250,000 available per project

Disaster Readiness

\$50,000 to \$200,000 available per project

Sport and Recreation

\$50,000 to \$300,000 available per project



Sport and Recreation: Coraki Memorial Bowling Club - replacement of the synthetic turf bowling green



Community Infrastructure: Moree PCYC - Youth-Hub and Multi-purpose room fit-out

Eligibility

To be eligible for funding, applications must meet all of the following conditions:

Funding range

Must be for an amount within the funding range for each category.

Location

Built and community infrastructure based in NSW.

Applicant

Submitted by a not-for-profit organisation² with an ABN that is responsible for operating and/or maintaining the infrastructure. Schools are eligible to apply however, applicants must consider if and how the infrastructure project is accessible to the public outside school hours.

Benefit

Infrastructure that is accessible and available to the general public the majority of the time.

Purpose

Infrastructure related to Arts and Culture, Community Infrastructure, Disaster Readiness or Sport and Recreation.

Development status

Infrastructure works with Development Approval (including a Heritage Impact Statement and/or an Indigenous Land Use Agreement and/or Crown Lands written permission if relevant) or written exemption.

Financial contribution

Local government applicants are required to cash-match the funding amount requested.

Process

Submitted using the online application form available from the Office of Responsible Gambling pages on the NSW Government Grants and Funding Finder.

You can only submit one application for your project and/or organisation.

Late submissions cannot be accepted. If you miss a closing date, you can submit your application in a future round.



1. Bathurst Regional Council - Central Tablelands Collection Facility
2. Nungera Co-operative Society - Community Hall upgrade
3. Football South Coast - field upgrade
4. Queanbeyan Tigers - upgrade of the Margaret Donoghoe Sportsground

² Generally, a not-for-profit is an organisation that does not operate for the profit, personal gain or other benefit of particular people (for example, its members or shareholders). The definition of not-for-profit applies both while the organisation is operating and if it closes down. For more information, visit the Australian Charities and Not-for-profits Commission website: acnc.gov.au/for-charities/start-charity/not-for-profit



Community Infrastructure: Ashford Local Aboriginal Land Council - refurbishment of the Ashford LALC Building

How we determine eligibility

Staff from the Office of Responsible Gambling review all applications to ensure that they are eligible. They check that:

- all eligibility criteria are met
- the category chosen is suitable
- only one application has been submitted for each organisation
- there is matched funding for local government applications
- the page and supporting document limits have not been exceeded.

Our staff may seek clarification or additional information from applicants during the eligibility review process, provided that the

information provided by the applicant does not introduce new information or give them an unfair advantage, unless the same opportunity has been provided to all applicants with the same or similar characteristics.

If you submit an application that is not eligible, you will be notified within a fortnight of the grant round closing. This will give you time to address ineligible matters and reapply in a subsequent round.

If you are unsure if your organisation is eligible, please contact the Office of Responsible Gambling Grants team. They can explain the potential use of an auspice organisation to apply on your behalf and manage the funding if the application is successful.

Process

How to apply

You need to complete an online application to apply for an Infrastructure Grant. The online application form can be accessed from the Office of Responsible Gambling pages on the NSW Government Grants and Funding Finder website nsw.gov.au/grants-and-funding/responsible-gambling-grants. It must be submitted by the advertised closing date.

Applicant tips, frequently asked questions, a sample application form and lists of previously funded projects can be accessed from the website at any time to help with your preparation to submit an application. If you plan to apply, you should aim to have the following documents ready:

1. Development Approval certificate or reference number, or evidence of exemption.
2. Up to three letters demonstrating community support for the proposal. Letters should be from community groups who will directly benefit and engage with the project. Letters from Members of Parliament, other elected officials, government employees or representatives are not considered as assessable material. Additional material will be deemed as not eligible.
3. If you are leasing the property, evidence you have approval from the property owner to undertake the proposed works.
4. Designs, plans and quotes for building projects.



Disaster Readiness: Ournie Rural Fire Brigade - replacement of the Ournie Hall

How applications are assessed

Applications are assessed by subject matter experts against the following four criteria:

Merit

They consider to what extent the project:

- has a clear vision
- will provide high quality public and/or social outcomes
- includes strategies for evaluating and measuring results and outcomes
- introduces needed facilities or will enhance the usage of existing facilities.

Engagement

They consider to what extent the project:

- has strategies for ongoing engagement of the community, participants and/or audience
- considers the needs and expectations of targeted groups and community, and identifies how these needs will be met
- supports employment or includes the involvement and development of volunteers.

Viability

To assess the viability of a project, they consider to what extent the project:

- is well-planned with appropriate approvals and risk management in place
- has realistic timelines to complete within two years
- will be delivered by an organisation with appropriate administration, management and governance expertise and financial stability
- has strategic partnerships and collaborations across the sector
- has secured future operations and maintenance plans.

Budget³

To assess the budget, they consider to what extent the project:

- has a detailed and accurate budget
- provides value for money and is realistic for the scale of the project
- demonstrates an appropriate use of public funds
- includes diversified income from other sources and own contributions (co-contributions are encouraged)
- includes the appropriate provision for contingencies
- includes insurance and other liabilities
- is supported by quotes and demonstrates realistic costs.

Priority Framework

When making funding decisions, consideration is also given to applications which provide benefit to:

- Aboriginal and Torres Strait Islander communities
- culturally and linguistically diverse communities
- disadvantaged communities
- regional and remote communities.

In making their assessment, assessors consider only the published assessment criteria, priority framework and supporting documents.

Assessors are required to identify any conflicts of interest and sign a conflict-of-interest declaration. Conflicts of interest will be handled in accordance with the Department's Conflict of Interest policy.

³ If the organisation is not registered for GST you will not receive GST in any grant payment. Any specific GST or financial management questions should be referred to your financial advisor.

How funding is decided

The outcome of the assessment is provided to the Minister in a grant assessment report. The grant assessment report provides the Minister with:

- descriptions of each project
- the scores awarded to each grant application
- the outcome of the assessments (whether projects are fundable or not fundable)
- details of previous applications and their outcome for each applicant
- pertinent information from other government agencies (for example, that another agency funds or intends to fund the same project).

The *Gaming Machine Tax Act* (2001) and *Clubgrants Guidelines* give the Minister delegation to make the final decision regarding which projects to fund under the Clubgrants Category 3 Grant Program and they do not require the Minister's decision to align with the recommendations in the grant assessment report.

The Minister will record the decision in writing, including the reasons for the decision and any departure from the recommendation of the grant assessment report. The record of this decision will be published on the NSW Government Grants and Funding Finder.



Sport and Recreation: Port Stephens Council - upgrade of the Mallabula Sports Complex



Community Infrastructure:
Coffs Harbour - Mission Australia Centre fit-out

Once a decision is made

After the assessment process is completed, applicants are notified of the outcome of their application by email. Details of successful applicants are also published on the Office of Responsible Gambling pages on the NSW Government Grants and Funding Finder. This occurs three to four months after the round closes, subject to the volume of applications received.

Applicants that are not successful may apply for feedback. There are no appeals under the Infrastructure Grants Program. However, applicants can use the feedback to update their applications and reapply in a future round.

Information about the grants awarded will be published on the NSW Government Grants and Funding Finder no later than 45 calendar days after the grant agreement takes effect. This occurs three to four months after the round closes, subject to the volume of applications received.

Funding obligations

If you are approved for funding you will be required to sign a Program Agreement including standard terms and conditions that covers your obligations including:

Timing

Completing your project within two years of the funding commencing.

Insurances

Funded organisations must hold a minimum Public Liability Insurance cover of \$10 million and all relevant insurances for the project works and day-to-day operations.

Publicity and signage

Ensuring that any media opportunities, speaking engagements and signage relating to the grant or project are discussed with, and approved by the Office of Responsible Gambling prior to the event or publication. The NSW Government Funding Acknowledgement Guidelines apply: nsw.gov.au/branding/sponsorship-and-funding-acknowledgment-guidelines#toc-funding-acknowledgment-for-infrastructure-and-capital-works

Information about funded projects will be made available on the Office of Responsible Gambling pages on the NSW Government Grants and Funding Finder no later than 45 calendar days after the grant agreement takes effect.

Reporting and monitoring

Funded organisations must submit mandatory project progress reports on a six-monthly basis and a final acquittal report when the project is complete.

The Office of Responsible Gambling may conduct spot checks as required to evidence the delivery of the project.

Variations

Funded organisations must seek approval from the Office of Responsible Gambling before making any significant changes to your project. You must contact the Office before making any significant changes. Following this discussion, staff will advise you if a formal variation request needs to be submitted.

Information provided in grant applications is confidential and will not be shared outside of the assessment process.



Community Infrastructure: Copacabana -
Construction of the Copacabana Community Men's Shed

Support

Accessibility

The Office of Responsible Gambling can provide grant information and application forms in accessible formats on request. Formats include word documents, audio disk and large print. We also accept applications in accessible formats.

If you need material translated, please contact Office of Responsible Gambling and allow three weeks for the supply of transcribed material.

How our team can help

The Office of Responsible Gambling Grants team can give you advice and information on the Infrastructure Grants program. While staff cannot help directly with your application, they can help clarify guidelines and point you in the direction of past funding precedents. The team does not assess applications. To maintain a fair and equitable process, staff are unable to edit or correct any applications.

In certain circumstances, staff are also available to provide feedback on unsuccessful grant applications. Contact the team for information.

Phone

(02) 9995 0992

Translating and interpreter service

131 450

Relay service

133 677 (TTY) or 0423 677 767 (SMS relay)

Email

info@responsiblegambling.nsw.gov.au

More information

nsw.gov.au/grants-and-funding/responsible-gambling-grants





DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

Meeting Minutes - P&C Committee 19 November 2024

School Principal – John Nguyen

P&C Executive - President - Angela Farrell, Vice-President - Dee Elalingam, Vice-President - Emilie Rohmer, Treasurer – Kendal Mackay, Secretary - Tim Counter

Attendees - John Nguyen, Kendal Mackay, Dee Elalingam, Emilie Rohmer, Angela Farrell, Huy Nguon, Sahar Razi, Baha Nuka, Mark Morgant, Belinda Hubball, Rob Tolliday, Susan Murray, Tim Counter

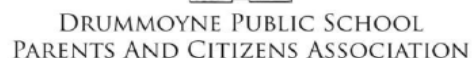
Apologies - Tania Adams

Item		Person	Action items
1. Meeting open – 7:30pm School Library	Acknowledgment of Country - We would like to acknowledge the traditional custodians of the land on which we meet this evening, the Wangal people of the Eora Nation. We pay our respect to their elders past, present and emerging. We extend that respect to any Aboriginal people here this evening Statement of Inclusivity - We are all here to serve our community. Everyone is welcome. Your voice matters and counts Review actions from previous meeting minutes - Minutes and actions arising at the last meeting were reviewed. Updates to outstanding actions included in minutes - Emilie moved a motion that the last set of minutes be endorsed as a true and accurate record of the meeting. The motion was seconded by Sahar and carried	Angela Farrell	N/A



DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

Item		Person	Action items
2. President's report	- There are several big thank you's this month! So many people have been busy - Thank you to Susan Murray for running her first DPS disco. Susan took the day off, went to Kmart after hours, and made sure the kids would have a fabulous time. Thanks also to teachers for their help leading up to the disco, Evelyn for distributing wrist bands and lists, Tania for her handover notes, Dee with Flexischools event and lists, Kendal for payments, Mark for the volunteer sign up form, all parent volunteers for their efforts on the night. - Thank you to Dee who has been leading the recruitment of the new canteen assistant manager. We hope to have some great news soon and already have a few good candidates. - I published role descriptions in the newsletter and asked parents to think about joining P&C next year. I plan to attend the third kindy orientation to get new parents enthused to sign up and join us next year. - Thanks to Tim for attending kindy orientation #1, and for putting together a great summary doc and volunteer sign up form, which we will place in the office. - The end of year catch up is set for 27th Nov at the OXFORD tentative 7pm. P&C extends an invitation to anyone who has been involved in P&C this year. Please pass on within your networks. - What a fun and busy year we've had - let's celebrate!	Angela Farrell	N/A
3. Principal's Report	Principals written report for September tabled - to be circulated with the meeting minutes. Request from John for the P&C to donate \$300 to contribute towards DPS Parent, helpers and volunteers morning tea 6 December. Angela moved motion to make the donation, motion seconded by Dee	John Nguyen	John to invoice P&C for \$300 goods for morning tea
5. Treasurer's report	- Treasurer's written report tabled - to be circulated with the meeting minutes - Kendal follow up item from previous meeting regarding payitforward funds collected during the Fathers Day event. Kendal requested Dee to extract record from from Flexischools for these funds	Kendal Mackay	Dee to extract payitforward data for the Fathers Day event from Flexischools and to forward to Kendal

[illegible]



DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

Item		Person	Action items
	<u>Champagne Night 2025</u> - Previous year have tacked onto the end of meet and greet with infants new parents - Question on what the school will do next year for the parent information night for 2025 - all years for the one information night or split stage one or two - Prefer to advertise in newsletters before end of year - Date required, and cost per ticket - P&C would prefer event is held over one night with all parents invited at the same time - achievable numbers have attended over previous years		John to advise Angela of the proposed date for information night 2025
8. Building Fund	- John provided a high level summary of ideas for project proposals under the building fund outside of the meeting to Angela and Kendal, for the purposes of starting deductible gift recipient applications - Kendal to progress GDR application to enable to progress of the Building Fund		Kendal to progress GDR application
9. Grants Update	- Category 3 funding grants - infrastructure. we can apply if we have a building fund - equipment has to be valued over 5k 50k-300k - need to complete project within 2 years - have to submit plans - Do we need a DA? - exempt status - evidence required? - Project management plans, risk management plans - to support the application - minimum of 3 letters from community groups to support the project and how they may benefit the community after hours - Cat3 grants are decided by NSW State Government, unlike Cat2 - John - projects would be managed by Dept Education assets team - too late for this grant round - working towards the next round in July - not just for building, but can including equipment, playgrounds - Proposal for members of the P&C to begin working towards the July grants round to begin working towards a proposal early next year - and to present for the P&C early next years	Huy Nguon	Huy Nguon to lead on chipping away at preparing the paperwork for the next grants round in July - with assistance welcomed from other P&C members or from the Grants Officer if position filled in 2025



DRUMMOYNE PUBLIC SCHOOL
PARENTS AND CITIZENS ASSOCIATION

Item		Person	Action items
	Community Choir, Taekwondo and Gowrie are 3 groups that use the school grounds under 'Share my space'		
10. Kindergarten Orientation	Focus for orientation 21st November - is how to get involved in the P&C	Angela Farrell & Tim Counter	N/A
11. Next Meeting date	Tuesday 18 February 2025 first P&C Meeting	Tim Counter	Tim to send meeting invitations
11. Other Business	Update from Susan Murray - 'String group' - Sarah Sutherland to contact John Nguyen to ascertain interest in running this group	All	Susan to ask Sarah to email John
Meeting close - 8:53pm			

DRUMMOYNE PUBLIC SCHOOL

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Tuesday 19th November 2024

Principal's Report: P&C Meeting November 2024

2025 Planning

- Class Structure:

Projected student numbers suggest an enrolment of 430 students next year, only slightly down on 2024, with a healthy Kindy enrolment of 65 students. This will mean we will be able to maintain the current class structure next year (3x Kindy classes, 6x 1/2 classes, 5x 3/4 classes, 4x 5/6 classes). A detailed plan for class structures, teachers and programs for 2025 will be shared with parents before the end of the year.

Please note that students will not be advised of their specific class or teacher until the start of 2025. This approach will allow the school to make any necessary adjustments to class placements over the holiday period, ensuring that we can respond to changes such as new enrolments or student movements. We also aim to reduce any potential anxiety some students may feel over the break. Instead, students can enjoy their holidays without focusing on specific changes for next year. We want to ensure a positive and smooth start to the school year, as students meet their new teachers and classmates in a welcoming and supportive environment when they return. The plan is for all students to be in their new classes from Day 1 next year, Thursday 6th February.

- Enrichment Programs:

Next year, our STEAM (Science, Technology, Engineering, Arts and Mathematics) program will operate K-6 as whole-class sessions, ensuring that every student has access to this valuable learning experience. These sessions will be team-taught by Mr Sutton and classroom teachers, one-hour per week across one semester (two terms), providing all classes with access to engaging, hands-on, innovative and collaborative activities that foster critical and creative thinking.

We are also excited to announce the trial of a new Music Enrichment Program in 2025. This program will follow a similar model to the STEAM program and operate in the alternate Semester for all classes. Whole-class sessions led by Ms Suzanne Sole and classroom teachers. These sessions will give our students the opportunity to explore and develop their musical skills in a structured and engaging environment. Ms Sole will also be introducing a number of new extra-curricular and performance opportunities for our students with a recorder ensemble and ukelele group already in the works.

Both of these programs are closely aligned with the DoE's High Potential and Gifted Education (HPGE) Policy, which recognises that students can demonstrate high potential and giftedness across a range of areas, not just intellectual, including creative, social-emotional and physical domains. The STEAM and music programs are designed to foster creativity, collaboration and a love of learning, catering to different strengths and interests while promoting equity of access for all students.

The executive team is currently reviewing how our Year 3/4 and 5/6 academic enrichment classes will be structured in 2025. We are carefully considering feedback from staff and families to ensure that the program continues to meet the diverse needs of our learners and aligns with the Department of Education's priorities, including the High Potential and Gifted Education (HPGE) policy. We are committed to ensuring transparency and will communicate any changes to the community when class structures are announced later this term.

- Transition

To support a smoother transition for all students next year, we have begun to plan 2025 classes and students will be placed in draft classes to participate in a transition session during Week 9. This session is designed to help them connect with peers and adjust to their new potential classmates and environment. Additionally, our Year 5/6 Peer Support Leaders will run three peer support sessions focusing on resilience, making friends, and coping with change. For students identified by our Learning and Support Team as requiring extra support, we will provide tailored strategies to students and their families, including social stories, early notification of their 2025 teacher and additional transition sessions in their new classrooms.

- Staffing

In addition to farewelling our Deputy Principal, Dianne Colb, next year, we will also be saying goodbye to two long-term and highly-valued members of our staff, Belinda Richmond and Belinda Shine. Belinda Richmond will be retiring after a remarkable career dedicated to teaching and shaping the lives of countless DPS students and Belinda Shine has been successful in securing a transfer to Ngarala PS in Epping, a move that will bring her closer to home. Both Belindas have contributed immensely to the fabric of our school community over many years, inspiring countless students and colleagues alike with their dedication and professionalism. They will be deeply missed by all of us at Drummoyne Public School.

- New Staff Development Days

As a result of the new Teachers Award in NSW 2025 - 2027, there has been an important change to the 2025 school calendar. From next year, there will be changes to the structure of school development days across NSW schools, which will impact the start date for all students.

2025 School Development Days

Term 1: Friday 31 January to Wednesday 5 February. **Students start on THURSDAY 6/2/25**

Term 2: Monday 28 April and Tuesday 29 April. **Students start on WEDNESDAY 30/4/25**

Term 3: Monday 21 July. **Students start on TUESDAY 22/7/25**

Term 4: Monday 13 October. **Students start on TUESDAY 14/10/25**

The main change will occur at the beginning of the year. There will be four school development days at the beginning of Term 1 with all students (including Kindergarten) starting on THURSDAY 6th February 2025.

Teaching and Learning

- Semester 2 Reports

Our Semester 2 Reports will be emailed to families on Friday 13th December. We have made substantial changes to these reports in response to the feedback we received from parents following the Semester 1 report survey. These updates aim to provide clearer, more comprehensive insights into student academic progress as well as social growth.

Extra-Curricular

- Presentation Day Assemblies

I was excited to invite families to our upcoming Presentation Days. On these special occasions, teachers will celebrate and recognise the achievements of their students in various areas. Each class will present awards for Academic Achievement, Citizenship and Effort, along with additional stage-based awards chosen by teachers and specialist staff.

Presentation Day Schedule:

Kindergarten to Year 2: Monday 9th December @ 9:30am

Stage 2 (Years 3 and 4): Friday 13th December @ 9:30am

Stage 3 (Years 5 and 6): Friday 13th December @ 12:30pm

The Stage 3 assembly will also feature the presentation of a few major awards for our Year 6 students. These include:

- **Citizenship Award:** This award, sponsored by Five Dock RSL under the 'ANZAC' spirit ethos, celebrates qualities of friendship, honesty, loyalty, fairness, and courage. The recipient will receive a \$150 JB HIFI card and a framed award.
- **Academic Award:** This award honours a student for outstanding academic performance across all subjects, with special recognition in literacy and numeracy.
- **Leadership Award (Prefect):** Awarded to a school prefect for exceptional leadership, community involvement, initiative in school activities and participation in extracurricular programs. This award is generously sponsored by our local MP, Sally Sitou.
- **Principal's "Excellence in Education" Award:** This award recognizes a student with a strong work ethic and exemplary school spirit who serves as an outstanding role model through their involvement in academics, school life, and extracurricular activities.

Each recipient of these major awards will receive a personal trophy and have their names engraved on the Honour Boards displayed in the school office foyer.

Additional Awards:

- **Sydney Secondary College (Balmain) Award:** Presented to a Year 6 student enrolled to attend SSC Balmain, this award acknowledges qualities aligned with the SSC Balmain values of high expectations, student voice, and responsibility. The recipient will receive a voucher for school supplies and uniforms.
- **Frank Marjason Award (Year 5):** This special award, named in honour of Frank Marjason, is given each year to a Year 5 student who demonstrates ongoing effort, achievement and passion in the creative arts.

- Funding proposal: Thank You Morning Tea

I am requesting a \$300 donation from the P&C to assist with providing food for our Parent Helper Morning Tea, scheduled for Friday, 6th December, at 11:30 am. This event is an opportunity for us to thank our wonderful parent volunteers for their contributions throughout the year. While teachers and staff will also be contributing food to share, your support will help ensure we can offer a varied and generous spread. Last year, the P&C kindly approved \$400 for this purpose and we are seeking a slightly reduced amount this year.

- Yr6 2025 Leadership Positions

I was pleased to share the results of our prefect and house captain speeches and elections a few weeks ago. It was inspiring to see so many of our students step up and put themselves forward for these roles, delivering mature and thoughtful speeches. In speaking to all our Year 5 candidates, I encouraged them to continue leading in their own unique ways, regardless of whether they wear a badge or hold a formal title. Leadership is about making a positive impact and there will be numerous other opportunities next year for them to demonstrate these qualities. I look forward to seeing each of them continue to grow, contribute, and make a difference as they step into Year 6.

2025 Prefects	
Maeve O'Brien	Jake Luciano
Elizabeth Windmiller	Isaac Navendra
Ella Cleave	Hamilton Brierty
Delilah Fletcher	Oliver Bernia

2025 House Captains			
Guwing	Warada	Badu	Daramu
Sophia Luck	Ava Mitchell-Cook	Charles & Ashton Holtsbaum	David Gryllis
Will Howard	Max Quach	Indie Pitura	Lola Westlake

- Kindergarten 2025 Transition Mornings

It has been a pleasure to welcome our 2025 Kindergarten students and their families to our Kindergarten orientation mornings on the last two Thursdays. The excitement and warmth shared by everyone highlighted the importance of belonging and community here at Drummoyne Public School. These early days are about more than just introductions - they're the beginning of building a strong, supportive environment where each child and family feels a true sense of belonging. I look forward to continuing to foster these connections in the final session on Thursday where the P&C will be providing a generous morning tea to help ensure that our new families feel at home and embraced by our school community as they prepare for an exciting year in Kindergarten.

- School Uniform Guidelines

The Uniform Committee recently met to review and update the School Uniform Guidelines document, ensuring it reflects the needs and expectations of our school community. These updates were finalised and included in the document below which will be communicated to parents for implementation in 2025.

 [School Uniform Guidelines DPS 2024 \(UPDATED 18_11_24\).docx.pdf](#)

Changes have been made to clarify expectations around hair ties, jewellery, socks and shoes, as well as to how uniform standards will be consistently enforced by the school. These adjustments aim to promote a sense of belonging, equity and pride in our school while ensuring clear communication of expectations to families and students. Thank you to Emilie, Sahar and Tania for their time and valuable insights as part of the Uniform Committee.

- K-6 Picnic @ Parsley Bay

I am excited to announce that this year's end-of-year celebration will be a whole-school excursion to Parsley Bay. The park is open to the public and we warmly invite parents to join us for this special day. There will be an opportunity for supervised water play and we are all hoping for great weather to make the most of this fun, outdoor experience as we celebrate another year of learning and laughter together.

Thank yous

- Disco

A special shout out goes to Susan Murray for her tireless efforts in organising the disco and to all the dedicated parent volunteers and teachers who helped with everything from setup and supervision, to the much-loved glow sticks, prizes and snacks. Events like these are more than just fun - they play a crucial role in building our school community and fostering a sense of belonging among our students and families. We are very grateful to all of our volunteers who give their time and energy to make these activities possible. Thank you!

- P&C

Thank you to the P&C for your support throughout my first year as Principal at Drummoyne Public School. From my perspective, it has been a truly productive and rewarding year and your support, dedication and active involvement have been invaluable in making this year a great success. I feel fortunate to work alongside you all. Drummoyne PS is a special place and its welcoming, community-oriented nature is a testament to your efforts as the P&C.

Thank you again for all that you do. I look forward to working together in the years ahead to continue building on the strong foundations we've established.

Regards,

John Nguyen

Principal