

Glenmore Road Public School P&C Meeting Minutes

Date: 23 June 2025 Location: Four in Hand

Chair: Larissa Maher (President)

Meeting Start: 6pm

1. Attendance

- Present: Annie Woo, Brooke Schwartz, Aleesha Aboud, Larissa Maher, Lisa Connor, Ruby Windschuttle, Yaron Finkelstein, Clare Baptist, Angela Lyris, Renae Blackwell, Richard Davis, David Eggert, Daria Cooper, Karla Byrne, Mirella Salgo, David Wallace, Charne Madden, Melanie O'Connell
- Apologies: Jess Jones, Maeve Vidler, Sinead Vidler, Renate Crollini, Rheanne Bennet

2. Approvals & Updates

- May 5th P&C minutes approved: moved by Larissa, seconded by Daria
- Canva Pro and Google Nonprofit accounts approved, Google transition/set up pending
- Mother's Day event: T2. 250 attendees, \$3.2K spent, \$1.1K profit
- Notice boards x 4 Installed: \$1.5K budgeted, \$1,298 spent
- Will Green commemoration: \$2K approved last meeting. Parent's wishes confirmed and now pending DoE approval. Expect finances realised Term 3

3. Budget Allocations for Upcoming Events

- Athletics BBQ: \$2K set for Term 3 -24 July, Held @ Trumper Park
- Wakakirri: \$2K allocated for costumes and pizza. Realised Term 3
- Father's Day T3: \$2.5K approved + \$500 Milk Run donation
- Term 3 Fundraiser: \$10K allocated last meeting. Ongoing
- Term 4 Fundraiser: \$10K approved
- Working Bees: \$135 reimbursement approved, \$300 for T3–T4 expenses, \$2,500 for skip bins T3-T4

4. Facilities and Infrastructure

- Cambridge Street shed removed, concrete slab remains
- Toilet Refurbishment - Demountable toilets not available; DoE site inspection + project progression depends on upcoming inspection. Certainty on project progressing by year end, expected mid T3
- Air conditioning – no update. Project progression tied to new FY budget for street mains power upgrade. Update T4
- Rainforest safety report – Fort / deck deemed unsafe. DoE to either repair or remove.
- Cottage : shade replacement/upgrade. No outstanding money owed. No obligation regarding past fundraising to proceed. Not deemed necessary at present by Cottage Execs and Director – other priority works need be considered. For future consideration (post Cottage transition) – ideally with new design (increasing shade >1m) and DoE approval

5. Technology and Learning Resources

- \$81,000 spent on IT (laptops, desktops, trolley) now in classrooms
- \$12,378 spent on new K–2 decodable readers, now in classrooms

6. Cottage Transition

- Advice received from P&C Fed CEO
- Transition timeline clarified: 18–24 months. Until transition is complete, the Cottage remains under Cottage Exec management – so no change
- First step in transition: P&C (x6) Executives required to provide documentation and sit (pass) a knowledge test on National Quality Framework in order to receive Provider Approval. Cottage transition is not guaranteed until this has happened and approved by the State DoE. Goal is to have completed and approved by 2026 AGM but can not be guaranteed
- Insurance clarification: additional policies will be needed when transition occurs. \$1.5K legal advice now not required
- Cost of Cottage transition expectation up to \$20K for legal and liquidator fees
- \$10K Government Grant capped at first 39 applicants to legally complete their transition. Can not be applied for until after this has happened – 18-24 months away
- There are zero legally transitioned OOSH to P&C bodies at present

7. Principal's Report – Clare Baptist

- Professional Learning: integrated HPGE focus
- Stage enrichment groups launched
- School Bytes rollout complete; 10 families not yet enrolled, will follow up
- Staffing: Rachel to leave; Claire confirmed to continue to T3
- Wakakirri costumes arriving; event progressing well
- Grounds updates: Teddy Bear Magnolia tree planting, historical honour board relocation at hall, monkey bar spacing, decking upgrades
- Website content up-to-date, images pending
- Lunch Box Program supported, water station cleaned

8. President's Report – Larissa Maher

- P&C agendas moving forward request from LM to go digital (website access)
- Insurance renewal due 1 August: estimate \$1,650
- Grants: FY24/25 \$5K Woollahra grant acquitted
- New signage installed at both main entrances. Funded by Maclay Longhurst – part of P&C sponsorship agreement
- Principal request for permanent sign: \$3K requested
- Uniform items for staff to be offered — quotes pending
- Kindy 2026: \$400 requested for 40 personalized library bags
- Teddy bears confirmed as Kindy gifts (no budget approved)
- No new iPads needed (audit confirmed 125 working units)
- Principal request for 2 portable PA systems at \$480 each
- Sandpit: \$500 budgeted for sand replacement and removal (annual expense)
- Principal request for new sandpit toys up to \$500. Donation of toys discussed
- Solar grant application submitted; awaiting approval. Expected within week
- Play equipment (slide)+ playground general upgrades under review post-demountable
- Gardening + Play equipment campaign launching via GoFundMe

9. Treasurer's Report

- Operating account:~ \$76,125
- Building account: ~\$64,056

- Total: ~\$141,181
- Major spends since May: \$81,000 on IT, \$12,378 on literacy, \$1,298 on notice boards
- Outstanding Committed spend (carried forward from 5 May P&C Meeting): \$16,000
- Preference: use Square + QR codes; move away from physical coin donations

10. Uniform Shop

- Jess Jones reaching out to Volunteers for further support
- Sizing issues raised (pants)
- Navy/white pullover sweaters delayed, parents happy to wait
- Staff uniforms from Canterbury to be followed up and available via US in future
- \$200 funding requested and approved for basic shop stationery and general supplies
- Stocktake and shop reorganisation planned for holidays
- Kindy (x40) orientation bags funded by P&C (\$400) requested and approved

11. Community Events Team Report

- Athletics BBQ in Week 1, Term 3: kids to receive sausages, fruit + lolly treat - parents can purchase via Humanitix/QR. Need for CAs to help P&C with preorders.
- No juice poppers (environmental concerns); kids to bring water bottles
- Father's Day: Coffee cart, bacon and egg rolls; ticketing and communications process to be reviewed Again, CAs management and involvement required.

12. Environment Committee

- Upcycling project: old uniforms repurposed into scrunchies
- Home sewing kits prepared; video tutorial to be shared
- \$100 requested and approved for elastic and materials
- Toy and book swap proposed for Term 4 — not a fundraiser, but donation-friendly

13. Grounds Committee

- Term 2 Working Bee a success
- Further clean-up needed behind portables and office stairs. Further painting
- Skips to be arranged for future clean-up – requested and approved
- Principal recognition of T2 student volunteers

14. Fundraising Team Report

- Term 3 Fundraiser – 20th Sept. Save the date communicated. Progressing.
- Term 4 Fundraiser – Planning in progress. Require vote on funds to pay deposits. \$10K requested and approved. Held in October. Parents only Prom Night theme

15. Cottage Report

- Relieving Director: Karla Byrne appointed + welcomed
- Finances: ~\$40K balance, transparent books
- Transition requirements still in progress
- Repairs completed: fan and toilet
- Outstanding (DoE): window, drainpipe, painting, etc.
- Possibility of portable AC unit to be purchased
- Single toilet currently in use; need for more toilets –options being explored
- Clutter + state of building/grounds addressed through suggested use of specific Cottage working bee

16. Discussions and Questions

- Parent communication improved (School Bytes + newsletters)
- Planned teacher leave updates to be standardized
- School Council vacancies filled — Melanie O'Connell and Michelle Haddorn
- Year 3 PWSA rugby training concerns raised; options to be discussed Principal + parents
- Principal school signage proposal discussed — design feedback invited
- Angela Lyris -Social media concerns acknowledged; leadership emphasised formal communication channels
- Principal Karen Sinclair remains on medical leave; possible update in 3 weeks

17. Motions Passed (voted as one collective \$19.7K motion)

1. P&C Insurance Renewal Request to approve up to \$1,650 for annual public liability insurance with JJ Andrews, including membership with the P&C Federation
2. Portable PA Systems Request to approve up to \$950 for the purchase of two MIPRO over-the-shoulder portable PA systems with microphones
3. School Grounds Signage Principal's request to approve \$3,000* for creation and installation of a new sign near the office building
4. Sandpit Refill Request to approve up to \$500 for new sand and removal of the old material from the school sandpit
5. Sandpit Play Equipment Request to approve up to \$500 for new toys and play equipment for the sandpit
6. Working Bee (Term 2) Reimbursement Request to reimburse \$135.38 for gardening gloves, paint brushes, and cleaning materials. Receipt provided
7. Working Bees (Terms 3 & 4) – Equipment Request to approve up to \$300 for additional hardware and gardening supplies for upcoming working bees
8. Working Bees (Terms 3 & 4) – Skip Hire Request to approve up to \$2,500 for the hire of two skip bins
9. Spring Gardening Bee – Fund Allocation Request to approve use of GoFundMe-raised funds for plants, mulch, soil, and trees to support garden improvements
10. Father's and Great Blokes Day BBQ (Term 3) Request to approve up to \$2,500 to fund the event, with the expectation that expenses will be recouped through participation
11. Term 4 Fundraising Event – "Prom Night" Request to approve up to \$10,000 for deposits related to venue and DJ hire for a parent-only fundraising event, with expectation of cost recovery
12. Upcycled Hair Scrunchies – Materials Request to approve up to \$100 for elastic used in creating upcycled uniform hair scrunchies, coordinated by the Environment Team. Items to be sold in Term 4 with expectation of cost recovery
13. Uniform Shop – Operational Supplies Request to approve up to \$200 for stationery, paper bags, and storage bins to support Uniform Shop operations
14. 2026 Kindergarten Library Bags Request to approve up to \$400 for the donation of 40 personalised library bags to the incoming Kindergarten cohort in 2026

All motions passed. Total value: \$19,700* (approx. \$12,000 to be recouped). *\$3K from Building Account

18. Next Meeting

- Scheduled for Term 4, meeting closed 8:17pm