

Glenmore Road Public School P&C Association Meeting Minutes

23 March 2026, 6pm

Four in Hand Hotel

Attendees: Aleesha Aboud, Angela Lyris, Annie Woo, Brooke George, Charné Madden, Ellie Weekes, Jessica Jones, Karla Bynes, Larissa Maher, Maeve Vidler, Mel O, Michelle Hadorn, Mirella Salgo, Pamela Schoenhofer, Renae Blackwell, Richard Davies.

1. Welcome and President's Address: opens 6:03pm

Acknowledgement of Country by Larissa Maher (LM)

Introductions:

- Angela Lyris (Director of Educational Leadership Port Jackson Principals Network).

Apologies:

- Clare Baptist (Relieving Principal), Daria Cooper, Sinead Vidler, Renate Crollini, Eliza Glasson, Jodie Gange, Emma Douglass

2. Minutes and Matters Arising, Correspondence (LM)

Acceptance of Minutes from previous P&C Meeting (1 December 2025)

- Motion to approve: **Annie** seconded. **Minutes accepted.**

Updates on Previous Action Items:

Toilet Refurbishment Update

- DOE agreed to fully fund the project and is under tender to include all P&C requirements. Delivery is managed by CB so updates on timing will be communicated by school.

Sand Pit Replacement and Maintenance

- The \$500 allocated for top-up sand has been closed due to pending toilet work and professional advice - full sand (11 tonnes) replacement + clean
- New motion may need to be brought forward. \$3.6K (ex GST) for clean + full sand, and every other year, clean + top-up sand (6 tonnes) \$1.8K (ex GST).
- Awaiting feedback from school as to whether there is a DoE budget to cover / subsidise annual maintenance costs.

Examinations

- P&C Exec Cottage transition examinations + paperwork have been completed. Pending decision re: Provider Approval Term 2.

Sponsorship Update

- Maclay Sotheby's 2025 \$10K sponsorship money received - March 2026.
- Payment delay due to conditions - written unsigned terms/contract states sponsor's logo to appear on GRPS school website - outside control of P&C.
- Highlights the need to clarify to mitigate any future delay/ discrepancies.

Transition to Square

- The transition to Square for volunteers - Zooper Dooper, Uniform Shop and events is ongoing and discussed, highlighting its benefits for payment systems, record keeping and stock management.

Approved Motions Update

- An update on the ApprovedMotions is provided, noting that all motions in Appendix 1 *table one* have been closed, and within approved spend.
- Discussed approved motions for events and fundraising in Appendix 1
 1. Parent Drinks - 127 tickets sold, covering cost to hold the event. Discussed shrinking cohort, feedback and potential changes - agreed worth continuing.
 2. Kindy Welcome BBQ - overspend of \$102 - due to absence of grocery donation for the event. \$1,269 received in donations largely due to cupcakes.

Zooper Dooper Stand and Future Funding

- Zooper Dooper Term 1 good revenue - Appendix 1
- Efforts to get classes and CAs involved to help run each week.
- The importance of consistent revenue for the P&C is emphasised.
- Update concludes with a note on seeking more sponsorships.

3. Reports

Principals update/Report (CB)

- **Angela Lyris standing in for Clare Baptist.**
- Angela thanks the team for their hard work and outlines the Department's six priorities: Advancing equitable outcomes, Strengthening trust in the teaching profession, Giving children a good start, Delivering outstanding leadership, Strengthening student well-being, and Providing meaningful pathways for senior students.
- **The school's three strategic directions:** student growth and attainment, assessment and data skills, and leading a learning culture. *Interrupted by floor discussion: out-of-area parents who didn't receive a call back from school and issue with video on the school website.*
- Emphasises the importance of student voice in the school's decisions, with students being asked for their opinions on teaching and learning.
- **The school currently has 242 students**, with new staffing allocation - Stephanie Aravopoulos, Assistant Principal for Curriculum Instruction.
- A new general assistant (for Grounds) has been employed
- **Ms Baptist confirmed as relieving Principal for the rest of 2026.**
- The school has two kindergarten classes, three stage one classes, three stage two classes, and three senior classes.
- **Solar panels approved for the library by DoE - with a minimum estimated cost of \$20,000.** The DoE is unable to fund a cost difference of >\$12.5K due to insufficient funds. The P&C requested to pay the balance of funds in order to proceed with the install.
- **The bathroom refurbishment is out to tender and expected to be completed by late Term 1**, with works commencing on school site in 2026, as early as Term 2.

- An electrical upgrade was completed over the Christmas break, and the **DoE has now requested the P&C fund air conditioning for classrooms.**

President's Report (LM)

Streamlining Administration

- P&C efforts to streamline administrative, financial and stock-taking efforts.
- Working on setting up Google biz account to streamline email communication.

Class Ambassador Engagement & Volunteer Support

- Plans to increase engagement with Class Ambassadors (CAs), including informal gatherings to share ideas and support initiatives
- Need for more hands-on volunteers highlighted, with current workload concentrated among a small group
- Emphasis on building more reliable and consistent support from CAs
- New CA subcommittee role established to guide and support CAs and reduce load on President and small group volunteers
- Importance of clear expectations and support to encourage broader parent participation

Community Use Agreement and Public Liability

- Investigating Community Use Agreement (CUA) to allow parents and students to use the school grounds/court on weekends for PSAA team training - specifically for BB but can apply to other sports.
- DoE does not provide public liability insurance however it is a condition of their CUA agreement.
- P&C Insurance broker reviewing current PLI, with potential to cover or cost out any additional insurance. Decision and potential cost - presented at next P&C meeting.
- DoE Share Our Space sign placed on GPRS fencing discussed; with option to lobby school/DoE for GRPS to participate in this program.

Cottage Transition

- Pending provider approval, next steps - service and childcare subsidy approval. The transition is expected to cost up to \$20K.
- Government subsidy (up to \$10K) can only be applied for post legal transition (likely another 12-months away) but not guaranteed.
- Broader financial, structural, and administrative impacts need to be discussed and considered - likely Term 2 meeting.

Funding

- \$10K deposited into the Building Fund from a 2024 raffle ticket sale. Building Fund money can fund air-conditioning and solar panels
- Playground upgrades and new play equipment funding come from the Operating Account.
- Fundraising efforts in 2026 will continue to focus on the playground and air-conditioning (if Building Fund not sufficient)

Treasurer's Report (RB for CB)

Financial Report and Budget Update

- Vice-Treasurer update on the 2025 Calendar Year audited accounts, noting a loss of approximately \$70K for the year.
- The loss is attributed to increased financial support for school - building works (hall baffling), literacy and IT resources - spending approx. \$112K.
- Fundraising activities remained profitable, generating >\$44K profit.
- Uniform Shop revenue / profit significantly lower than 2024 - likely due to free preloved items.
- Outstanding Approved Motions* (Appendix 2) \$49,006
- Operating Account Balance* \$129,707.34
- Building Fund Balance* \$75,114.34

*correct as at 23 March 2026

Sub-committee Updates

VP Events (CM)

Easter and Mother's Day Planning

- Easter event, plan to distribute eggs donated by Woolworths Metro and parents, and the close to high profit on bun sales.
- Mother's Day event - early Term 2.
- Suggestion of doing feed boxes for kids and adults.
- Introduced fundraising idea - purchase of floral bouquet for mothers, can be ordered with boxes, trial of 40 for order.
- Discussion on having other merchandise for sale incl. for Fathers Day.

Fundraising (MS)

Fundraising Ideas and Raffle

- Proposed a Mother's Day raffle and using giveaways from last year.

Events and Parent Involvement

- Planning two events this year, one for kids with a movie, barbecue, and ice cream, and another for parents.
- Kids on school grounds, whilst looking to secure a venue for the parent event.

Uniform Shop (JJ)

- Update on new volunteers.
- Progress on setting up items on Square with the goal to eliminate cash transactions and better recording of sales and profit margins.
- Further discussion on loss of Uniform Shop sales revenue/profit - likely due to second-hand items and discussion to look at setting a nominal price for second hand items
- Need to have a working bee to sort and manage the store room, second hand and the shop - plan for holidays.
- Order of sweatshirts for 2026 Winter agreed. Whilst bulk ordering for other uniform items not favoured given limited storage and expense of items.

Environment (BG)

Solar and New Grants

- P&C unaware of DoE quote and requests all details to review.
- Discussion on unexpected cost given Woollahra Grant advice and quotes indicating \$7.5K grant should have been a sufficient amount.
- Identified need to consider cost-benefit and options on how/if to proceed.
- Recommend 2026 grant applications focus on experiences for students - Centennial Parklands Program - in favour of infrastructure driven grants.

Grounds (AA)

Playground Equipment and Fundraising

- Plan to have two working bees in 2026 - first one after the toilet refurbishment is completed.
- Acknowledgement of the need to include The Cottage into a working bee schedule this year.
- Floor discussion of having a Cottage subcommittee member to support the P&C team with Cottage specific fundraising and working bee efforts.
- Playground equipment quotes to be sourced for presentation at P&C meeting later in year, providing guidance on budget requirements and fundraising efforts.
- AL suggested the P&C engage the School to approach the community and parents for donations for playground equipment, with the school managing the proceeds on behalf of the P&C.

The Cottage (RD)

Child Protection and Budget Updates

- Changes to child protection policies, including no phones allowed in the cottage.
- Mandatory salary category changes and increases, with Cottage Treasurer working on the budget.
- The Treasurer, Frank, staying on until Cottage transition process complete

- Changes to the childcare subsidy, including three days of subsidy without the activity test.
- Highlight the importance of informing families about these changes to improve financial viability.
- Food safety inspection passed, but highlighted the need to replace laminate (which will be discussed with Principal CB for DoE submission).

4. & 5. Other Items for Discussion + Questions and Motions on Notice

- The president opened the floor for questions or objections, and with no questions, proceeded to present Motions on Notice.
- Two motions presented: one for an overspend of \$102 for the Welcome BBQ and another for purchasing a GRPS branded marquee for sports events for the teachers.
- The motions are voted on and passed, with the total spend for both motions up to \$1,292.

6. Meeting Closure

- The President declares the meeting closed and moves on to the AGM.

Appendix 1- Approved Motions Update

as at 23 March 2026

APPROVED MOTIONS		Approved	Actual		Next Steps
5/5/2025	Wakakirri Costumes / Make-up	\$1,000	\$994.68	-\$5.32	close
1/12/2025	Kindy 2026 Library Bag - cost difference \$17.24	\$17.24	\$417.24		close
1/12/2025	2025 Teachers Day Morning Tea - Reimbursement	\$608	\$608		close
1/12/2025	2025 Zooper Dooper - Reimbursement	\$60	\$60		close
1/12/2025	2025 Pizza School Spectacular Choir Students	\$156	\$156		close
1/12/2025	2026 Kindy Teddy Bears	\$427.28	\$427.28		close
1/12/2025	2025 Ice Cream Parsley Bay EOY Picnic	\$1,400	\$1,268.00	-\$132	close
1/12/2025	2025 EOY Teacher + Staff Gifts	\$2,000	\$1,520.11	-\$479.89	close
5/5/2025	2025 Will Green Commemoration	\$2,000	\$850	-\$1,150	close
23/6/2025	2025 Prom Night Fundraiser	\$10,000	\$8,270	-\$1,730	close
23/6/2025	Replace sand in sandpit (T1-2026)	\$500	\$0		close
23/6/2025	New sandpit play toys	\$500	\$491.40	-\$8.60	close

as at 23 March 2026

APPROVED MOTIONS - FUNDRAISING + EVENTS		Approved	Actual	Revenue	Donations	P/L	Next Steps
1/12/2025	Kindy Welcome BBQ (20/2/2026)	\$1,000	\$1,102	na	\$1,269	\$167	MoN overspend \$102
1/12/2025	Year Drinks @ The Royal (6/3/2026 + 13/3/2026)	\$5,000	\$4,445	\$4,445	\$75	\$75	close
1/12/2025	Zooper Dooper (FF) Stand (T1 up to incl. 20/3//2026)	\$120	\$55.80	\$627		\$580	running total
TOTAL INCOME						\$822	

Appendix 2- Outstanding Approved Motions (from Operating Account)

as at 23 March 2026

OUTSTANDING APPROVED MOTIONS		Committed Spend	Spend to Date	Balance Bought Forward
23/6/2025	School Sign (with AoC)	\$3,000		\$3,000
1/12/2025	2026 Year 6 Jerseys (T1 2026)	\$5,000		\$5,000
1/12/2025	2026 Zooper Doopers	\$120	\$55.80	\$64.20
1/12/2025	2026 World Teachers Day Morning Tea	\$667		\$667
1/12/2025	Hot Cross Bunraiser	\$1,000		\$1,000
1/12/2025	Mothers Day	\$3,900		\$3,900
1/12/2025	Mothers Day Fundraising Initiative	\$2,500		\$2,500
1/12/2025	Athletic BBQ	\$1,000		\$1,000
1/12/2025	Fathers Day BBQ	\$2,400		\$2,400
1/12/2025	Fundraising Event 1	\$10,000		\$10,000
1/12/2025	Fundraising Event 2	\$10,000		\$10,000
1/12/2025	Grounds: Annual Skip Hire (x3)	\$4,000		\$4,000
1/12/2025	Grounds: Hardware + Garden Equipment	\$1,200		\$1,200
1/12/2025	Grounds: BBQs (x3)	\$600		\$600
1/12/2025	P&C Insurance + P&C Fed Membership	\$1,650		\$1,650
1/12/2025	XERO Accounting	\$950	\$150	\$800
1/12/2025	Stationery & Supplies : Uniform Shop + Other	\$500		\$500
1/12/2025	Merchant Fees incl. Square	\$800	\$75	\$725
TOTAL OUTSTANDING				\$49,006

Glenmore Road Public School P&C Association AGM Meeting Minutes

23 March 2026, following on from P&C Meeting

Four in Hand Hotel

Attendees: Aleesha Aboud, Angela Lyris, Annie Woo, Brooke George, Charné Madden, Ellie Weekes, Jessica Jones, Karla Bynes, Larissa Maher, Maeve Vidler, Mel O, Michelle Hadorn, Mirella Salgo, Pamela Schoenhofer, Renae Blackwell, Richard Davies.

1. Welcome and President's Address

Acknowledgement of Country by Larissa Maher (LM)

- presented earlier in evening

Introductions:

- read earlier in evening

Apologies:

- read earlier in evening
- The President noted that in the absence of Clare Baptist, that **Angela Lyris (AL)** Director of Educational Leadership Port Jackson Principals Network would step in to take the place of Returning Officer to oversee nominations and election process in accordance with the Constitution.

2. Minutes and Matters Arising, Correspondence (LM)

- **Acceptance of Minutes from previous AGM Meeting** (26 February 2025)
Motion to approve: **Annie** seconded. **Minutes accepted.**
- No action item or update required from previous AGM.

3. Reports

Principals Report (AL for CB)

- No further update than that provided at the earlier P&C Meeting.

Presidents Report (LM)

Fundraising Success and Grants

- Approx \$44K profit from fundraising and events last year.
- Approx \$122K invested back into the school and students - large bulk of that : hall baffling, student IT and literacy resources.
- Generous contributions from local businesses and parents helped.
- Maclay Sotheby's 2025 \$10K Sponsorship paid in 2026 (accounted for then).
- Successful application of two grants - \$7.5K Woollahra Council Solar Panel grant + Greening Australia grant - thanks to both for supporting GPRS.

Executive Team and P&C Acknowledgements

- The President thanks the executive team for completing the rigorous provider approval process, hoping it won't be needed again.
- The President thanks all P&C members and volunteers - and acknowledges their time and dedication to the P&C and school.

Treasurer's Report (RB for DC)

- Vice-Treasurer (RB) confirms that the auditor's report is complete and notes no further update to the budget report presented at the P&C Meeting earlier in the evening.
- Declaration that Allison Howarth, the auditor for the past five years, is stepping down effective immediately, due to requirement to rotate auditors.

The President (LM) moves the meeting to the election of the P&C Executive, Subcommittee and School Council office bearers. The President:

- confirmed the need for P&C financial membership to vote and checks for any new members who want to join and/or pay.
- confirmed that there are 16 financial members present and eligible to vote.
- confirmed quorum is present.
- hands over to the Returning Officer.

4. Nomination and Election Process (AL for CB)

- All positions declared vacant and nomination process begins for various roles, including President, Vice President, Secretary, Treasurer, and Vice-Treasurer.
- Congratulates the elected members and thanks them for their commitment and passion.
 - Larissa Maher - President
 - Charné Madden - Vice President - P&C Events
 - Annie Woo - Secretary
 - Daria Cooper - Treasurer
 - Renae Blackwell - Vice Treasurer
- Declares that no nominations were received for the Vice President - The Cottage position, so declares this position as a casual vacancy.

Subcommittee Elections

- Declares all subcommittee positions vacant and begins the nomination process for various subcommittees. Nominations are confirmed for the Events and Fundraising Subcommittee, Uniform Shop Subcommittee, Class Ambassador and Community Subcommittee, Environment Subcommittee, and Grounds Committee.
- Congratulates the elected members and thanks them for their commitment and passion.

- Maeve Vidler - Class Ambassador Community Subcommittee
- Richard Davies - Cottage Subcommittee
- Brooke George - Environment Subcommittee
- Emma Douglass - Events & Fundraising Subcommittee
- Mirella Salgo - Events & Fundraising Subcommittee
- Aleesha Aboud - Grounds Subcommittee
- Jessica Jones - Uniform Shop Subcommittee

School Council Election

- Outlines the procedures for the school council election, including the nominations for parent and community member positions.
- Nominations are confirmed and confirm the election of the school council representatives.
 - Mel O School Council President
 - Michelle Hadorn School Council Secretary
 - Yaron Finkelstein School Council Community Member
 - Eliza Glasson School Council Elected Parent Member
 - Anthea Hendry School Council Elected Parent Member

5. AGM Meeting Closure

- The President officially closes the meeting at 8:28pm, thanking everyone for their attendance and contributions.