



Murray Farm Public School P&C Association
Tracey Avenue,
Carlingford, NSW, 2118
ABN: 987 547 285 97

Murray Farm
PUBLIC SCHOOL
A Great Place to Be

MFPS P&C ASSOCIATION Meeting Minute Tuesday, Aug 15th 2023

1. Housekeeping rule

- Please Signed into the attendance link when you enter the Zoom meeting
- Please keep your audio muted unless you intend to speak
- You can switch to the subtitle language you prefer on the language option
- "RAISE HAND" in Zoom screen or write your comment on Chat feature if you have any questions. Feel free to speak when your name is called.
- Any aggressive comment is not tolerant in the meeting.
- We welcome your participation & let us keep the meeting interactive and engaging.

2. Commencement of meeting

Apologies for members not coming (Vincent Man, Michelle Zhang, Carmen Lee, Shirley Xie, Andrew Jeffrey)

3. Approval of Minute from last meeting Jun 20th 2023

Confirmed.

4. Reports to be tabled

❖ **PRINCIPAL – MR DAVID SMITH**
(Ref to Principal's Report)

5. BUSINESS ARISING/OUTSTANDING ISSUES (from parents' request)

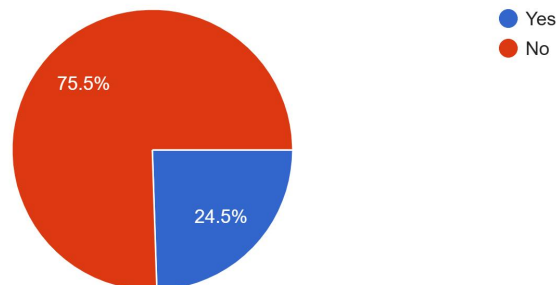
- P&C logo presentation - Treya Sundaralingam.
- **The Chess academy return to school.(Amelia, Trully and some other parents)**
It will need be follow up on OCT P&C meeting with the Principal.
- Notice of Motion for \$7000 to cover purchases for the Fathers Day Stall. (from Kim)

I believe this to be a very conservative amount based on what it cost for Mothers Day,

and what we needed to facilitate purchases from Kindy to Year 6, stock remaining (which wasn't much), which was then kindly donated by the P&C to our Prizes and Toys for Cracker, and so I formally request the same for this year.

Do you agree with P&C spending \$7000 on Father's Day?

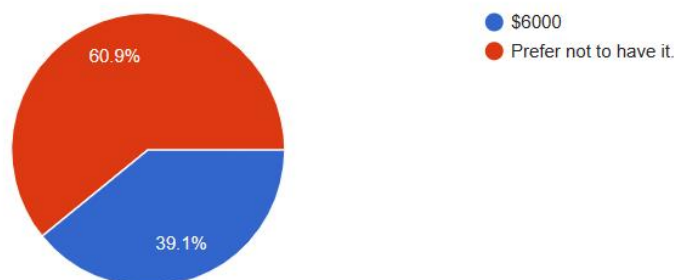
49 responses



- The first vote was to approve for a \$7000 budget, having 49 responses, with 75.5% against and 24.5% in favor.

How much budget do you agree with?

46 responses



- The second one was to approve for a \$6000 budget, with 47 responses. 59.6% against and 40.4% in favor.

- Here has been heated discussion about the father's day stall. A separate email will be sent to address the issue in detail, with group chat history.

- Development of P&C ALL School Community Inclusion and Engagement Strategy - for discussion and suggestion events and initiatives to be included ----- From Rebecca Roberts.
 - 100 days of kindergarten
 - Harmony Day
 - School Disco Nights
 - Family Sports Day
 - Trivia Nights
 - Picnic Events

- Movie Nights

- The events we are have at the school are outlined as below. Those has been elaborated in the meeting.

	Current days we have are:	Proposed by Rebecca
School-time (Students Only)	Harmony day Multicultural day Jeans for Genes Day Crazy hair day Silly socks day Fun sport day Pajama day Tombola day Father's day Mother's day	- 100 days of kindergarten - Harmony Day - School Disco Nights - Family Sports Day - Trivia Nights - Picnic Events - Movie Nights *
School-time (might cancel)	Movie/Disco afternoon at the end of the year? Bazzard day – SRC?	- Points to be considered before an event - Afterschool time - Coordinator - Volunteers
School-time (parents and students)	Grandparent's day Orientation day (kindy only) Easter hat parade Open day Book's week parade	- Parents supervision at all times - Plan/Budget needs to be approved - Insurance lodged - Traffic control - Toilet/ catering
Biggest event	Cracker Carnival	

- We have a roster of activities that happen every year, in addition to a few new ones introduced this year. All these activities aim to foster a cohesive environment for parents, families, and the broader community. Please find the list as follows.

Traditional	New added/ Re-activate
<ul style="list-style-type: none"> ◆ Newsletter/ Recruiting members ◆ Class parents ◆ Book club ◆ Panel of Recruitment ◆ Events ◆ String Ensemble ◆ Year 6 Farewell ◆ Cracker Carnival ◆ Canteen ◆ Uniform shop ◆ Master Class 	<ul style="list-style-type: none"> ● Class helper ● Parents' concerns: toilet, SRC, school's awards, canteen, uniform, ICAS, homework, old classbooks, chess, renovation, lights ● BBQ Election Day ● New website: calendar/ volunteer online sign up/complaints dealing ● Volunteer Reward Program ● Library Donations ● Logo competition ● New garden program ● Multi-language support ● School community support ● High School Seminar ● String Information Night

- Some of these events boast a legacy spanning over 20 years, and we are committed to carrying them forward this year as well (most of them are on-going from term 1). These activities are a cherished tradition for us, and we plan to uphold them year after year. Each of these activities has been made public, deliberated upon, and received approval during P&C meetings. Participation in these activities is unrestricted, and information about them is available to the broader community. We also welcome any feedback or suggestions from the public regarding these activities.

❖ PRESIDENT- JANET ZUO

- Updating meeting flow
Start Time: 7:30 PM.
End Time: 9:00 PM, ensuring that it does not exceed 1.5 hours in duration.
- Agenda Items:
 - Principal's Message: This will be the opening item on the agenda.
 - Parents' Concerns: Moved to be the first item following the principal's message.
 - Other Agenda Items by the committee: These must be documented and submitted to the secretary by Thursday the week before the meeting.
 - Undocumented Items: If any items are not pre-documented, they will only be discussed if there is extra time available at the end of the meeting. Otherwise, they will be left until next meeting or offline.
- Library storybox delivered – details on school newsletter
- Website beta test (<https://murrayfarmpnc.com.au/>)
 - Calendar for parents
 - Volunteer online sign up
 - Quick suggestion lodgement
 - Committee's information
- Follow up from last meeting and past emails
 - a) ICAS – follow up in term 1 next year when the new date comes out
 - b) High School Seminar – follow up in term 4 after HSC
 - c) Chess – follow up in the first meeting of term 4
 - d) Lights near OOSH and the back gate – in a few weeks
 - e) New awards – approved
 - f) Health concerns from parents – done
 - g) Community-wide events – done

❖ VICE PRESIDENTS - CECILE SIU

- Lollipop lady proposed by parents in Dryden Drive children crossing.

Consider the possibility to have School Crossing Supervisor in Dryden Ave, P&C will follow up the criteria of the application .

❖ TREASURERS' REPORTS - FAY JI & VINCENT MAN

- Finance Report as attachment.

- Accounts are healthy

❖ CRACKER CARNIVAL CONVENOR REPORT – KIM BALCOMBE

- All things Cracker have hit the ground running and we are fast approaching finalisation & fine tuning of all areas of Cracker.
- Our amazing and hardworking Cracker Carnival Committee is super excited and looking forward to our next Meeting. I made it my mission from the beginning, that everything needed from an administrative perspective has been booked, ordered or put in place earlier than last year, and this has afforded us more Sponsors and more time to organise, especially some new elements and some oldy but goody ones too.
- All site inspections have been completed, Rides and Fireworks fully booked, Risk Assessment completed, Council TFS licence issued, I have our current Certificate of Currency (Insurance) for P&C Association, and are now awaiting those from our providers.
- Hoping our amazing Murray Farm Community is as excited and looking forward to Cracker as much we are.

1. I asked Shirley to work with Michael after the first Cracker Carnival Meeting, and was assured by Shirley she understood the need to have it up and running and the dates amended. This has not happened. I am now seeking an alternate path working directly with Michael for it to be up this week.

2. The Flyers and Posters are amazing, and being signed off Friday, as I keep picking up Sponsors, including one new Platinum Sponsor today (Tuesday). This is why there has been a slight delay. First proofs look amazing, as Convenor I'm very happy with the result.

3. All Raffle Books are being printed this week, Sponsors for the Raffle are locked in. (In addendum: since the Meeting on Tuesday I have picked up more Sponsors and more Raffle Prizes to be added).

4. As per my original answer to the first question above, disappointingly I am now having to chase what should have been done as requested months ago. This will be rectified this week as I am now taking control of it.

❖ CANTEEN COORDINATOR - SOPHIA KIM

- New staff members have undergone training and settling in well at the canteen. Thank you to the team at the canteen for assisting with training and orientation
- Carmen Dr Chinese Restaurant continues to undergo renovations until further notice so we are continuing with our temporary Chinese food supplier. Happy Kitchen- Carlingford Village Shopping Center G12 Marsden Rd, Pennant Hills Rd, Carlingford. Please show support and mention you are from MF

Carmen Dr Asian food supply will be back on mid Sep.

- Exciting new canteen volunteer capability on the P&C website.
Link <https://murrayfarmpnc.com.au/canteen/>
Parents and carers can sign up once off or regularly to help out in the canteen. Instructions currently being translated into different languages to allow for ESL parents
- Price reviews- currently the canteen has been absorbing the costs of increasing prices for the past few years but will be reviewing prices for the Summer Menu in line with costs.

❖ **UNIFORM SHOP MANAGER – MICHELLE ZHANG**

- Size 6 and 10 long sleeve shirts are coming in week 5 or 6.
- Summer stock will be arriving on schedule in week 7 or 8 (end of Aug and early Sept).
- Summer Bundles will be released from week 9. Bundle details will be posted on the newsletter in the next couple of weeks.
- Received uniform promotion photos. The new photo was updated to the P&C website. I will ask the office ladies to update the photo to the school website as well.

❖ **GRANTS OFFICER – ANDREW JEFFERIES**

- **No applicable**

❖ **CLASS PARENT SCHEME – CATHIE BATES**

- **No applicable**

❖ **STRING ENSEMBLE CONVENOR – TINA KAO**

Items for noting:

- String Ensemble Info session night will be held on 24 Aug 2023. Interested parents and students can register their attendance via the link published in the newsletter.
- Upcoming events: all ensembles will perform at the Cracker Carnival on 16 Sep 2023. Minute and Andante Ensembles will perform at the **Australian School Band and Orchestra Festival on 17 Sep 2023 to be held at UNSW Kensington.**

❖ **BOOK CLUB COORDINATOR – Carmen Lee**

- We received Scholastic Issue 5 yesterday, the books will be delivered directly to the class. If you did not receive your book by the end of the week or have any concern regarding your order, please do not hesitate to contact Carmen on mfpsbookclub@outlook.com

❖ YEAR 6 FAREWELL CONVENOR – NICOLE COOK

Photo is in progress to upload
year book is being worked on

❖ MFPS P&C EVENTS CO ORDINATOR REPORT – KIM BALCOMBE

- Agenda Item from MFPS Events Co-ordinator: Fathers Day Stall Thursday 31 August 2023. Fathers Day is fast approaching and purchases need to be made this week for our much anticipated Fathers Day Stall.
- Notice of Motion for \$7000 to cover purchases for the Fathers Day Stall.

I believe this to be a very conservative amount based on what it cost for Mothers Day, and what we needed to facilitate purchases from Kindy to Year 6, stock remaining (which wasn't much), which was then kindly donated by the P&C to our Prizes and Toys for Cracker, and so I formally request the same for this year.

- After sourcing, purchasing, working out the logistics, counting, pricing, and bringing together and co ordinating our Hugely Successful Mothers Day Stall, I now have the pleasure (and knowledge and experience) of bringing to life our Fathers Day Stall. David Smith, our Principal, has given his full support and confirmed the date will be Thursday 31 August.
- Based on what I learned putting together and executing our Mothers Day Stall, the stock needed to cover Kindy to Year 6 purchases, the cost of items and variety of items needed, and in consultation with Vincent our Treasurer, I am formally requesting the same for our Fathers Day Stall.

❖ FUNDRAISING BBQ COORDINATOR

- No applicable

❖ PARENT MASTERCLASS COORDINATOR –CARMEN LEE

- The first Parent Master Class "Understanding the K-2 Curriculum" will be held on Wednesday 16 August in the school hall at 2p.m. Parents should use the link sent in the newsletter to register attendance.

❖ **IT CONVENOR - SHIRLEY XIE**

- P&C Website Release: <http://murrayfarmpnc.com.au>

1. **CORRESPONDENCE**

IN: nil

OUT: nil

2. **CONCLUSION OF MEETING**

Next Meeting date Sep 19th 2023