

**Minutes for the Holbrook Public School P&C Association Inc. – meeting held at school library and via zoom.  
29 November 2023 at 7.30pm**

The meeting was declared open at 7.35 pm by Vice President Sarah Finlay.

**Present:** Louise Purss – Semple, Andrew Lawson and Jos Burey (all in attendance at school) Sarah Finlay and Tania Saunders (both via zoom).

**Apologies:** Akear Boers & Dannii Purcell.

**Confirmation of Minutes:** The minutes from the meeting of 18 October 2023 were assumed to be read prior to the meeting.

**Proposed:** That the minutes of the meeting of 18 October 2023 are a true and correct reflection of the meeting.

**Moved:** Sarah Finlay 2<sup>nd</sup> Louise Purss-Semple. Carried

### **Presidents Report**

- P&C Federation NSW has deactivate all email accounts. I have sent up a new email address [HolbrookPandC@hotmail.com](mailto:HolbrookPandC@hotmail.com). I looked into the Zoom meeting with the help of P&C Federation NSW and they advised we only have the 40 minute free Zoom account. They did suggest we could apply for non for profit grant under Teams Microsoft and set up a new meeting this way. I haven't completed this yet but will action by next week.
- Thanks to everyone for their attendance at Paint and Sip at the Holbrook Hotel, it was a great fundraiser for the school and I have had people ask when we will run another one. If we have enough interest we may look at another one next year, please express your interest to a committee member.

### **Treasures Report**

Summary as below.

- **Incoming** - \$3595 receive in. Money from paint and sip and money from popcorn sold.
- **Outgoing** - \$1861 cost for whole school performance night and paint and sip. The mystery of banked cheque solved. Refund made to Akear Boers.
- Jos Burey and Akear Boers to go into Albury NAB to close old account.
- Paint and Sip was a great event - \$732 profit. Thank you to Akear Boers for organising it.
- Thank you to the Lawson family for their donation.
- Another invoice has been sent to RABO bank re Henty slices.

**Proposed:** That the Treasurers report be accepted as submitted.

**Moved:** Jos Burey 2<sup>nd</sup> Sarah Finlay. Carried.

### **Principal's Report**

- Great feedback from the excursion from families, students and staff. Our students behaviour was commented on from services and bus drivers on K-2, 3/4 & 5/6 excursions. Planning for 2024 excursions is underway.
- Presentation Night – Troy Mott Director, Educational Leadership will be attending, planning is nearly complete and thanks to P&C agreeing to help hand out awards on the night.
- Concrete painting for play spaces completed and looks great. Thanks to the P&C for funding the project.
- Colour Run being planned by the SRC & Miss Lavis for Friday 1 December 2023. P&C to run a BBQ on the day at about 12.30pm. Thanks Akear Boers for organising.
- TTFM surveys for parents, students and staff have been completed and findings shared with the P&C for future planning. Items to be looked at going forward are; more face to face meetings for parents and teachers examples zoom meetings, check in, book time for a phone call to catch up

with child/student, try to have parents and teachers make contact each term, ring parents when child is getting star of the week or Aussie of the month, each class room to have a summary of happening included in the newsletter, note to be sent home to parents notifying them that their child has reflection, Audiri app to finish only use Sentral and School byte apps.

- 2024 staffing confirmed & planning for 7 classes is underway. Locked in 7 teachers for Holbrook PS Kindergarten is Kimberly Ross and Ash Hemphill. Ash Hemphill will be working 5 days but 2 days in a leadership role as Learning Support Co-ordinator K-6, Megan Young, Jess Trethowen 3 days & Karen Pontt 2 days, Chrissy Lavis, Chontelle Henderson, Anna McGown, Isabella Minall, Amelia White (APC&I), Kate Wedgewood (part-time). SLSO staff Wendy Knust, Liz deSteiger, Brenda Jones & Dani Liddell, Office Tracey Mullavey & Judith Mullins (part time).
- 'Step Up' sessions for 2024,s where all students go up to the next year stage for a session and break. This is to reduce anxiety for students and for staff to look at combinations of students. This will happen next week on Wednesday, Thursday and Friday mornings.
- Thanks to Sarah Finlay for being the P&C representative and speaking at the new kinder parents session.
- Intensive swimming for 2023 will be run over 1 week in December (week 9).
- School K-6 social disco – To be held during school time Thursday 14 December. Decided to have during school time as families have too much on in the last week and feedback from staff around very tired kids to have a night event.
- Work over the holidays – carpark fence, carpet in remainder of the classrooms office and library, new computer desks and security light for carpark gate.
- Year 6 Graduation to be held on Wednesday 13 December at the Ten Mile.
- Sports assembly to be held Monday 4 December at 10am.
- Sonja Dionyaius (School Chaplain) will only be working 1 day per week in 2024 due to funding cuts.
- Plaque for Wilma Emerton from Reunion Class of 1969. They would like to do some maintenance on the School Bell and put a plaque on it. Louise to co-ordinate with Judith Ross. Item for further discussion in business arising.

## Correspondence

IN:

OUT:

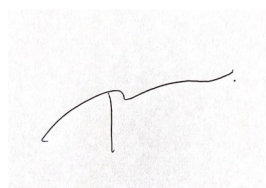
## Business Arising:

- **Thank you** – Certificates of appreciate to go out to J&B's café, Holbrook Paddock Eggs and the Locke family. **Action:** Louise Purss-Semple to organise with Judith Mullins. Tania Saunders to deliver certificates.
- **Fathering Project** – Louise Purss-Semple and Sonja Dionyaius to attend professional learning day next week.  
**Action:** Item to be carried over until 2024.
- **Movie night** – Movie night to be held on the 22 March 2024. The new digital score board at sporting complex may be able to be used for the event. Still waiting on information from footy ball club. Sporting complex waiting on funds to install sound. All agree to have the movie night at the sporting complex.  
Football club to be approached to run the bar for the night. Council inflatable cinema has been booked for the night as a backup.  
Suggestions for movie to play on the night: Ride like a girl, Kindergarten Cop, The Pacifier, Home Alone and Densie the menace.  
**Action:** Sarah Finlay to contact Damien Lindsay re information about Roadshow. Everyone is asked to think of suggestions for a movie to show on the night. Tania Saunders to follow up progress with score board. Tania Saunders to speak to Steph Hartwich regarding ticketing platform used last time.

- **Fundraising ideas** - To remain on agenda for whenever items need to be discussed. Discussion re maybe setting up a calendar of fundraising activities. To discuss more at next meeting.
  - **Paint & Sip** – Great event, already have interest for 2024. Could be added to fundraising calendar for 2024.
  - **Action** – Item to be removed from agenda.
  - **Presentation night** – Presentations to be made to outgoing committee members as a thank you for their contribution. Akear Boers to speak on the night re summary of P&C's year.  
**Action** – Item to be removed from agenda.
  - **Berragoon Sale** – Berragoon horse sale to be held 12, 13 & 14 January 2024. All in attendance agreed to commit to running the canteen for the three days. This event will be a major fundraiser for the P&C.  
Akear Boers and Jos Burey have meet with sale organiser Kate Grills.  
Current projections for event 200 + BBQ sandwiches for lunch per day.  
50-100 Egg and bacon roll each morning.  
Will need volunteers to help each day. There will be two shifts that will require 5 people per shift per day.  
400 Powerade bottle have been ordered.  
All equipment for the event has been sourced from Albury Polo Cross. BBQ etc.  
**Action** – Jos Burey and Akear Boers to organise roster for event and will continue to liaise with event organisers . Sign up has been sent out again.
  - **Memorial Board** - The class of 1969 had a reunion at the school and would like to do some maintenance/refurbish the old school bell and put a plaque on it to remember Wilma Emerton. All in attendance agreed this is a better option than a memorial board. More plagues will be able to be added over the years.  
**Action** - Louise Purss-Semple to co-ordinate with Russell Ross.
  - **Hardship Fund for excursions** – Tania Saunders suggested maybe a fund /account could be established to be able to be used to help pay for excursion fees for families that are identified as needing some assistance to pay fees. In the past the P&C have had a number of families donate the sponsorship money to attend state sporting events back to the P&C. It is suggest that the money that is donated back be used for the hardship fund.
  - All in attendance agreed this was a great idea. It will be left up to the discretion of Lousie Purss-Semple. Louise Purss-Semple would contact the P&C asking for a certain amount and she will help family/ies out. P&C will not know which family/student only the amount asked for.
  - **Motion** - To set up hardship fund to be able to be used to pay for student excursion/camp fee as per the discretion of the Principal.
- Moved** - Tania Saunders 2<sup>nd</sup> Sarah Finlay.  
**Action** - Tania Saunders to speak with Jos Burey re setting up new account for hardship fund.

**Next meeting** – Next meeting will be held on the 14 February 2024, at 7.30pm. This will be a face-to-face meeting held at the school library. A zoom link will also be available.

Meeting concluded 8.40 pm.



Sarah Finlay - Vice President

Tania Saunders – Secretary

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