

**LINDFIELD EAST PUBLIC SCHOOL  
PARENTS' and CITIZENS' ASSOCIATION  
MEETING MINUTES: 25 May 2021**

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I. OPENING

II. ATTENDEES:

D. Read, S.Campbell, J.Yip, T.Singh, M.Todd, A.Chua, Y.Yang, A.Anderson, A.Shaw

APOLOGIES:

M.Marquet

III. CONFIRMATION OF PREVIOUS MINUTES

1<sup>st</sup> T.Singh 2<sup>nd</sup> A.Chua

IV. ACTIONS ARISING FROM PREVIOUS MINUTES

None

V. CORRESPONDENCE

None

VI. REQUEST FOR TOPICS/MOTIONS WITHOUT NOTICE

None

VII. TOPICS/ MOTIONS (ON NOTICE)

1. Easter Fundraiser – report by M.Todd

- Feedback re payment method: pay tap system “Square”, can buy from JB Hi Fi & connect to phone app to use for the community

2. School Reward System – S.Campbell and J.Yip –

- Old reward system – care and respect certificates that were drawn out 2 from each year to win an ice block from canteen. A small amount of students achieved Gold Award before finishing school
- New system: all students accumulate awards that is tracked in Sentral to ensure the record follows each student during their time at LEPS. 10 Care & Respect (Now Bronze awards) = 1 Silver. 4 silver awards= 1 Gold award. 2<sup>nd</sup> Gold award = Lyrebird Pin. New students will have awards applied to their record. By year 6 all students will have achieved a Gold award.
- Parent suggestion: would be good to have a note on the back of the award stating what the award was for, to reinforce good behaviour at home.
- Parent suggestion: applying a base number of awards to existing students so they can achieve a Gold Award by Year 6.
- These care and respect rewards are for good behaviour, compared to the academic awards that they receive in assembly

3. P&C Parent Survey

- Done in Google Forms, sent to parents for feedback on where contributions to be prioritised and preferred events this year.

VIII. REPORTS

A. Treasurer – Report tabled separately

- \$73k profit up to 30 April 2021 including band, uniform, creative workshop, string ensemble. Total cash at bank \$459k.
- Bank signatories have been updated.
- Met with external accountant today. Looking at sourcing independent auditor separate to accountants.

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- \$8k grant received for solar. Already installed on two K-2 blocks. Additional solar should cover the school's electricity costs.

B. President – Report tabled separately

C & D. Principal and Deputy's report – Report tabled separately

**P&C SUB-COMMITTEES**

- Band – Report tabled separately
  - Just had band camp. Will be Term 2 in May 2023 to avoid clash with Yr 5 and 6 camps.
- Creative Workshops - Report tabled separately
- Parents' Auxiliary – Mother's Day Stall - Report tabled separately
- String Ensemble - Report tabled separately
- Uniform - Report tabled separately

**IX. GENERAL BUSINESS TOPICS/MOTIONS WITHOUT NOTICE**

- Parent suggestion: change Creative Workshops lower age limit to Kindergarten. Will bring in additional profit and cater to parents (to be checked with K.Jegat).
- Offer a Creative Workshop first week try for free.
- Have Creative Workshops stands at Kindy Orientation and Education Open Day to showcase the offerings.

**X. NEXT MEETING DATE & ADJOURNMENT**

Next meeting date Tuesday 3 August 2021 7:00pm

Adjournment 8:49pm