



RAMSGATE PUBLIC SCHOOL
P & C Meeting Minutes
Date: 14 May 2024
Location: RPS Library
Meeting Commenced: 6:30pm

Present: Angela Perosin, Candice Wyatt-Davies, Catherine Lagunday, Deepika Rao, Donna Rawson, Fiona Garnham, Kelly McDonnell, Kerré Venter, Marianna Galouzis, Maureen Oyarzo, Pablo Fernandez, Scott Andrew, Tiana Russell

Apologies: Andres Gomez, Lorraine Simmiss-Taylor, Margaret Hall, Mary Paull, Sarah Broadley

Acknowledgement of Country: Tiana Russell

The Aboriginal & Torres Strait Islander students have worked on their Personal Learning Pathways and have had their Acknowledgment of Country mural digitised and this is displayed near the entrance between Gate 1 & Gate 2

Confirmation of previous AGM meeting's minutes from 19th March 2024

Need to add Sarah Broadley to Uniform Shop Report

Motion: Scott Andrew

Seconded: Fiona Garnham

Principal's Report: Pablo Fernandez

- Staff Development Day
 - o Working with Real Schools Team (Adam Voigt) and focusing on how to improve cultural relationships
 - o Need to establish the culture at Ramsgate PS
 - o Need to be mindful, explicit and manage expectations
 - o Part of the program is working with Parents/Carers to ensure Teachers and Parents/Carers are on the same page
 - Workshop to be held from 5-6pm on 18th June 2024 (prior to the next P&C Meeting)
- Homework Policy 2024
 - o P&C reviewed draft and provided feedback on Mathletics
 - Overall positive feedback
 - Easy to log-in
 - Faster
 - Interface is intuitive and easy to use
 - Gamification of learning makes it fun for the kids to do homework
 - o Homework Club is every Wednesday from 08:30am-09:00am for Year 3-6 and is open to all students including those that require access to technology
 - Currently approximately 10 kids attend Homework Club, therefore the school may review opening this up to Year 2 students
- Parent/Teacher interviews
 - o In 2024 the school offered the phone call as an option to Parents/Carers
 - This was appreciated by Parents/Carers who were not able to make an interview in person
 - o Year 5/6 feedback
 - It was challenging to be objective as the interviews include the students

- Canteen Inspection
 - o Ramsgate PS received a random inspection from the Council on a Friday at 2:30pm
 - o Feedback from the Council was 'perfect', and it was obvious that the mandatory council training had been completed as the guidelines were being followed in the Canteen

President's Report: Tiana Russell

- Thank you to all the support from everyone on the P&C!
- Hot Dog Day, Easter Raffle, Mother's Day Stall and Raffle has been a great success!

Treasurer's Report: Deepika Rao

- Hot Dog Day: \$825.23 profit
- Easter Raffle: \$3,152.25 profit
- Mother's Day Staff & Raffle: \$2,627.35 profit
- P&C donated \$4,000 to Ramsgate School (Inquisitive - \$3,000 + \$1,000 donation)
- Canteen
 - o Virginia is currently travelling overseas and therefore payment to Margaret and Donna is delayed by 3-4 days
 - o Canteen Co-ordinator
 - Maureen Oyarzo is waiting for Virginia to provide a full handover of Canteen Co-ordinator duties
 - The P&C agreed that once Virginia returns from overseas, she needs to train Maureen on Canteen duties and have this completed before end of Term 2
 - Follow up with Virginia on Canteen Audit
 - o Courier Pick up service
 - Previously it was agreed that the Courier would collect monies from Canteen bi-weekly, however this seems to have been changed to be collected weekly
 - Deepika to advise to keep to bi-weekly as previously agreed. This can be reviewed in the future if it needs to change
- Current Balance
 - o P&C: \$14,251.16
 - o Canteen: \$237.90

Uniform Shop Report: Catherine Lagunday & Sarah Broadley

- Overall good
- Catherine to return bags to the office that was received however it did not seem to be sorted out as there were Library books in the bags
- Review if shelving can replace the current cupboard storage in the Uniform space
 - o Reach out for Volunteers for 01st June for parents to assist sorting uniforms
- Small bins from around the school get stored in the Uniform shop on Fridays – review if they can be stored elsewhere
- Bags & Hats for 2025 have been ordered by Margaret
- Library Bags are ordered by the school – need confirmation who pays for this
- Spartan invoices are all up to date
- Year 6 jerseys look great

Canteen Coordinator's Report: Candice Wyatt-Davies

- 2nd Coordinator – send out reminders on WhatsApp and FB for a 2nd Coordinator
- Cleaners
 - o Floors are not being cleaned
 - o Using the sink to clean out the mops again – this is not acceptable
 - o Pablo will follow up; however, this may be due to the usual Clean Lady been off
- Hot Dog Day
 - o The Canteen would like to have another Hot Dog Day – confirmed for 05th July 2024

- PSSA socks are available to be purchased through Munch Monitor
- Netball visors are not allowed to be sold as they are not sun safe
- Noodles to be added daily on Munch Monitor

Social Media Report: Angela Perosin, Marianna Galouzis & Kelly McDonnell

- The P&C Newsletter will be sent out over the next 1-2 weeks
 - o Angie to add Thank You's for donations to the P&C for Mother's Day Raffles
 - Kelly McDonnell from Fresh Impressions Clothing
[Fresh Impressions Clothing - Premium fashion with something to say \(freshclothing.com.au\)](http://freshclothing.com.au)
 - Sarah from Ready Steady Go Kids
[Ready Steady Go Kids - Australia's largest and most reputable multi-sport and exercise program for children \(aged 1.5-6 years\)](#)
 - Laura from Banabee
[Banabee: Shop Eco Nursery, Homewares and Apparel](#)
 - Jungleberry Café – Ramsgate Beach
[JUNGLE BERRY CAFE \(@jungle.berry.cafe\) • Instagram photos and videos](#)
- Marianna to check if Facebook and Instagram pages are linked

Events: Fiona Garnham & Marianna Galouzis

- Mother's Day stall was a success
- Father's Day stall confirmed for 27th August 2024
 - o Fiona & Marianna will follow a similar process as Mother's Day stall
 - o Fiona & Marianna will be reviewing suppliers for Father's Day stall
- Father's Day breakfast is run by the school
- Colour Fun Run
 - o Pencilled in for 30th August 2024 – P&C to review dates as the same week as Father's Day stall
 - o Suggestion is to open donations for Colour Fun Run early

General Business

- Outstanding Committee Member nominations
 - o Maureen Oyarzo confirmed as Canteen Coordinator
 - Virginia to provide a handover before the end of Term 2
 - o Andres Gomez – need to be present to be confirmed as 2nd VP
 - o 2nd Canteen Coordinator – Kelly to send reminder out on WhatsApp
- Design a Brick
 - o This will be reviewed in 2025
- 5c Fridays
 - o This will take place in Term 3 starting Week 1 (26th July)
 - o Angie to create a flyer to provide information
 - o Year 6 will collect the monies from classrooms weekly
 - o Winners to receive Monterey Pizza
- P&C Incorporated
 - o Executive Committee Members can be held personally financially liable if P&C is not incorporated
 - o Benefits of being incorporated:
 - Not-for-profit benefits
 - Can P&C claim GST – Andres to review
 - Audited reports and AGM Minutes will need to be sent to P&C Federation
 - Official Code of Conduct
 - o Kerré will follow up to confirm process to become Incorporated
- BBQ
 - o New to review purchasing new BBQs

- Pablo to follow up with Assets Manager to discuss the option of having a built in BBQ near the Canteen area
- Extraordinary Meeting confirmed for Committee & Sub Committee Members only – 04th June at 6pm at Ramsgate RSL

Meeting concluded at 8:00pm

Minutes by: Kerré Venter