

KPS Parents and Citizens Annual General Meeting – 28 March 2017

In Attendance:

Sharon Tierney, Ashley King, Tess Lee, Craig Meares, Sandeep Rao, Belinda Holst, Heather Tonkin, Thomas Zihlmann, Katrina Carroll, Jolly Wang, Violeta Sutherland, Sarah Li, Luke Jacobs, Frankie Su, Sandeep Chandra, and Marilyn Bourne (KPS Principal)


Special Invitees: Nick Vines (VOIP), Tim Ng (School Monkey), Vyas Balosubramonia (School Monkey)

Apologies:

Katie Woods, Nina Kovach, Tania Ekins

Meeting opened: **7:00pm on 28March 2017** in the KPS Library.

Meeting Items

ITEM	Topics	Action/Who
1. Principal's report (by Marilyn)	Marilyn updated the new budget for new building facilities e.g. laptops, whiteboard etc, could reach \$32k Teacher interview is in process, plan for on boarding in 2018	
2. Treasure report (by Craig)	Craig reported P&C account balance was \$152k as of 28February 2017. The committee approved year 2017 budget of \$43k to purchase whiteboard, laptop, copier for new building As last meeting follow-up, Craig did a price review for school uniform shop under committee request, a 20% price up was proposed as a feasibility, committee held the decision till next meeting (Please refer Treasure Report as of 28Feb2017)  Adobe Acrobat Document	
3. P & C updates (by Sharon)	3.1 Sharon welcomed the 3 key members of 2017 fundraising committee . They are Sandeep Rao, Heather Tonkin and Edweana (Edweana is absent for the meeting) 3.2 Sharon urged a class parent for 4M	
4. Fundraising (by Sandeep Rao and Heather)	4.1 Sharon stated the transparency is very important in communicating with parents on fundraising 4.2 Sandeep Rao suggested a sustainable fundraising in concept of: A. Set tangible target for parents community, reduce times for parents to donate, instead focus on key fundraisers B. Share fundraising progress with all parents C. Appreciate and Celebrate parents effort and the achievement openly	

	<p>4.3 Heather shared the good practice from Pymble public school which involved all background families. Community keeps open minded on different fundraising initiatives. And, it is helpful to have community liaison role to involve non-English speaking families</p> <p>4.4 Business Directory proposal got discussed and approved by committee members. Charges to collect ranges from \$50 to \$100 per business, depends on platform (SchoolApp, P&C facebook, School newsletter etc)</p> <p>4.5 the first fundraiser of this year will be African Drum on Friday 31March</p> <p>4.6 A few fundraising ideas were also introduced and committee planed to implement below in 2017</p> <ul style="list-style-type: none"> • A-thon • Obstacle • Portraits/family photos • Tiles • Killara Café <p>(it is agreed that “Easter fundraiser” was not to proceed given the time restraints)</p>	<p>4.5 Platform to be decided for business directory (IT committee to test School App feasibility and cost)</p> <p>4.6 to further discuss and plan timeline for 5 fundraising initiative implementation (Heather, Sandeep and Edwina with P & C members)</p>
5. Student Injury Insurance	Passed due to time restraints	Next meeting items on 02May
6. School Building/ Design Works (by Luke)	<p>6.1 Luck gave a presentation of new building and ground plan. The new building will be located at Ridgeland Ave side, existing school town hall, playground, library and existing staff office are maintained. All the demountables will be gone</p> <p>6.2 There is a new sport court built on the grassland (facing town hall gates), however the size is not finalized</p> <p>6.3 There is no long term solution for KK location yet</p>	
7. Canteen (by Tess Lee)	<p>7.1 The committee approved \$30 thank you lunch budget for all hard working canteen volunteers</p> <p>7.2 Tess updated that canteen menu will be renewed in order to comply with school food policy issued by NSW Department of Education</p>	
8. School Monkey presentation (Invitee: Tim and Vyas)	Background: KPS uniform shop has been running by warm hearted volunteers for years. However, due to the decreasing volunteers and increasing stock management challenges, a proposal was raised to outsource the uniform shop to an external commercial party “School Monkey” Tim and Vyas, from “School Monkey” were thus invited to the committee meeting to introduce the outsourcing model.	Craig, the Treasurer will be the central point to receive questions on uniform shop outsourcing (questions like the existing uniform financial performance, cost profit comparison before and after

	<p>Proposed model: 30% of the gross profit from KPS uniforms sales and other “School Monkey” products selling to KPS families will be shared to KPS, the remaining 70% of gross profit will go to “School Monkey” who takes over the uniform shop JOB from KPS parent volunteers.</p> <p>Committee aims to see the benefit to community by doing the outsourcing, thus all agreed to do a benefit comparison of existing model and outsourcing model before making any decision</p>	<p>outsourcing).</p> <p>A profit-cost comparison will be reviewed before any decision made towards outsourcing uniform shop</p>
9. Culture event (By Katrina)	<p>Katrina proposed a “Great Kindness Challenge” program to KPS kids and parent community; it is a free program which aims to build up kindness culture among a diversified community. The proposal got highly welcomed by committee and the principal. Marilyn invited Katrina give an introduction to school stuff</p>	<p>Katrina will give a program introduction to KPS teacher/staff groups first</p>
10. Donation disposed Laptops (By Nick Vines)	<p>Nick, GM of VOIP, a KPS parent, would like to donate disposed HP laptops (2 -3 years usage) from his business to KPS. The committee highly appreciated Nick’s company donation and view it is a best source of school fundraiser. Thank you very much to Nick Vines</p>	<p>Nick will provide a “disposed items list” to the committee</p>
11. School Road Safety and Traffic (By Thomas)	<p>Thomas reported the dangerous overtake issues and requested a social media to share the proper driving, parking disciplines</p>	

Meeting closed: 10:30pm.

Next meeting: **7:00pm of 02 May 2017.**

Venue: School Library