

MINUTES

Newborough Primary School P&C Inc

General Meeting – 05/08/2024 7:00pm-8:45pm

1. Welcome and Acknowledgement of Country	Laurie
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2. Attendance and Apologies	Georgia
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Present: Laurie M, Georgia B, James S, Denise J, Maribel W, Andrew S, Jess B, Laura H, Jodie P, Tanya C, Matthew B, Andrew M.

Apologies: Karen T, Noemi S.

3. Approval of previous minutes	Laurie
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Approved without amendment.

4. Follow up from previous minutes

4.1 Event and funding proposal forms (Andrew M/Andrew S)

Andrew has completed the event and funding proposal forms. He will send to Georgia to save to the P&C Google drive and to arrange uploading on the school website..

4.2 AV equipment undercover area (Denise J)

Staff were surveyed. Most staff just want a reliable sound system, screen is not a priority. LED wall is expensive and uses lots of power, general consensus is the expenditure not warranted for the use it will receive.

A quality laser projector proposed as an alternative, quotes and summary submitted. This won't need bulbs, but skylight panels will need to be painted to maximise visibility. Quoted \$12 960 for screen and installation.

Sound system will be an additional cost. Original plan was to replace only what is necessary, but review of the audio equipment revealed most is no longer fit for purpose. An entire new system proposed which will improve sound quality and ease of use. Quote for \$16 637 (including tech support). Combined cost of screen and sound system quoted at \$28 600.

Actions: Expenditure for \$30K for projector and sound system approved unanimously. Andrew/Denise can proceed with purchase.

4.3 Building and Grounds committee (Denise J)

Denise has asked for patience as this gets established. EOIs have not yet gone out. Request that proposals for expenditure can be submitted as per previous processes until this committee is established was agreed upon.

Actions: P&C endorses Georgia as P&C rep for committee. Georgia to email Denise with an EOI.

4.4 Preferred process for funding proposals from staff and parents (Denise J)

Proposal forms will be available on school website. Staff will submit to Denise, who will decide if request can go directly to P&C or if it should go to the school's Finance Committee. Parents can submit proposals to P&C members or attend meeting.

Actions: Denise will clarify this process with staff at the next staff meeting (06/08/2024) and make them aware P&C is eager to provide financial support for worthwhile resources and activities.

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4.5 Uniform shop delivery options (Lee W/Dee O)

Dee and Lee not present. To be discussed at next meeting.

5. Reports

5.1 Principal's report (Denise J):

Covered within other agenda items.

5.2 President's report (Laurie):

Lots of queries have been received in regards to changes to P&C operations, additional and improved communications are felt necessary. Community events may attract more members of the school community to hear about what is happening, rather than formal P&C meetings.

Closure of canteen, outsourcing of uniform shop and changes to booklist processes have reduced volunteer workload. Energy can be put in to organising fun and community focussed events instead.

5.3 Treasurer's report (Andrew S):

As tabled- P&C decisions documented in blue within this report.

5.4 Newbros (Andrew M):

Night walk this term, will be advertised through P&C. Will be held off school grounds, date to be confirmed (proposed for 14 September).

Camp out for Term 4. Planning will commence later this term..

Funding has been pre-approved for planting into school garden. Staff were asked if they would like their classes to be involved- interest was evident from survey results. Meeting to be scheduled between Denise and Andrew to discuss progression of gardening and Newbro dad's collab with staff.

6. General business

6.1 Booklist Update (Laurie)

Campion have said existing process can not continue, orders will be taken directly through them for delivery or collection. Unfortunately this means using this as a fundraiser no longer an option. For operational reasons the school will not be seeking an alternative provider at this time.

Campion are willing to take on the collection of the P&C voluntary contributions for 3% surcharge.

Actions: P&C agree to list P&C Levy for Campion to collect on our behalf

6.2 Canteen Operations (Laurie)

Members will be asked to vote on Canteen Providers:

A. Canteen Kings, slightly cheaper option but only available for Tuesday and Thursday for the rest of the year (menu attached in email). 6

B. Locavora, slightly more expensive but available any of Mon-Thurs for the rest of the year. Menu is fully customisable and schools can opt for the full menu or exclude any items not deemed suitable.

Full menu, with pricing can be viewed: [My account – Locavora Schools](#) (Username: test, PW: TEST1) 2

Actions: Majority vote for Canteen Kings (6 vs 2, some members abstained from vote).

Outsourcing can only go ahead if we have commitment from parents to volunteer to support distribution.

Georgia will set up Volunteer Sign Up with tentative start date from Week 8. If this is filled, Denise will contact Canteen Kings and arrange trial period until end of year.

Allocation of a Canteen Roster Coordinator still needs to occur. Current casual staff will be offered the opportunity to take on coordination role.

Ongoing payment of a casual staff member for 4 hours per week will cost approximately \$5000, and with current outsourcing model this is not likely to be recouped. Not the preferred method of operation but can be explored further if deemed necessary

6.3 Voluntary contributions reminder notices (Andrew S)

School clarified that reminders about unpaid voluntary school contributions have to be sent by law. Denise will look into whether reminders about unpaid P&C Levy need to be sent.

6.4 WACSSO conference

No interest from any members in attending this.

7. Expenditure proposals

7.1 Portable PA Systems (Andrew S)

Quote and proposal presented (see Appendix A) and were approved unanimously. Unfortunately, these are not likely to arrive prior to the faction carnival.

7. Fundraising/Planned events

7.1 Upcoming Events

School Disco 6 September

8. Other

8.1 Meeting Scheduling (Andrew M)

Monday Week 3 and Wednesday Week 8 are our meeting days. Consensus was reached that changing of these days will be by approval of the whole executive committee in future. Circumstances around the change of this meeting date were seen as appropriate by those who made the decision.

Next P&C meeting: Wednesday Week 8, Term 3- 04/09/2024

APPENDIX A: PA Proposal

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Assembly Area Sound System & Projector Upgrade

Projector Replacement (\$12,960 ex GST)

LED wall proposal is a very expensive upgrade (circa \$35,000 plus school power upgrades) in initial cost and in usage costs (2x 15A circuits) as it consumes considerable amount of power.

Rather than LED wall recommend replacement with a high-powered laser projector which is much more cost effective.

See 3 Monkeys quote for more detail and benefits of proposed system.

New Sound System (\$16,637 ex GST)

Upon consideration between myself (Andrew), Laurie and Andria Snelson we would also recommend the replacement of the existing Assembly Area sound system.

Primary reasons being:

- The 2x existing internal speakers are 150W and most likely broken.
- Speaker cabling gauge and shielding is insufficient.
- Insufficient number of speakers for the area
- The amplifier is only 2x150w and quite underpowered.
- Mixer is not enough channels to allow for wired band mics
- Mixer is rack mount and hard to access and tune.
- Existing Wireless Microphones are unreliable.

See 3 Monkeys quote for more detail about the benefits of the new system.

Total

To upgrade the sound system plus new projector together would be around **\$28,600 ex GST** due to these being some overlap in costs (work platform etc).

Yamaha PA Upgrade

Laurie and I had initially investigated portable Mipro battery operated speakers but it ended up too expensive (\$8k to \$12k) and several companies had strongly advised against this type due to lack of power and range.

The school music department already has a good quality Yamaha EMX5 powered mixer with 2x CBR12 speakers.

The proposal is to add two additional speakers to it and much longer speakON cables to achieve range at a much lower cost.

2x SWAMP Speaker Link Cable - Speaker(f) to 1/4" - 1m	\$50.00
100m x 11AWG Speaker Cable (2 Conductor) [cut into 2x 10m and 2x 40m lengths]	\$478.50
8x Genuine SpeakON NL4FFX-W-S plugs + 2x Speakon Couplings	\$168.10
2x Yamaha CBR12 Passive Speakers (same as existing)	\$920.00
Total inc GST	\$1,616.60

Faction carnival proposed speaker setup:



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