

Peakhurst Public School P&C Meeting Minutes

Date: Monday 31/08/26

Time: 7pm

Location: Gumbaya Centre and online via Zoom link

Attendees: Brielle B, Rosie L, Ashwin L, Gayanthi K, Emma T, Emma Z, Nicole L, Karen H, Hayaat C, Moussa C, Mrs Allisse Schafer, Mrs Kristy Bentley.

Apologies: NIL

Chairperson: Emma T

Minute taker: Brielle B

Meeting opened: 7:05pm

Item	Discussion	Actions
1	Principal's Report - Mrs K Bentley As we commence our meeting, I would like to acknowledge the Bediagal People, the traditional custodians of this land which we meet today. I pay my respect to the Elders past, present and emerging of the Dharug and Eora Nations. Thank you to Mrs Schafer who is here with me tonight. Thank You Since we last met, our calendar has been busy. I would like to say thank you to the community for supporting our Open Day and Book Fair, start of season 2 PSSA, SPAF performances, District Athletics carnivals, debating, SRC fundraiser for Children's Cancer and Book Parade. The support of the community is overwhelming. Mr McLeod was extremely pleased with the Book Fair sales, reporting collectively, our sales totalled a massive \$9128.00! Peakhurst Public School will receive \$1826.00 from the total sales, and this will be used to expand our collection of quality texts and update some very tired editions for students to enjoy.	

	Summer Uniforms Communications were sent out through the Sentral Parent Portal regarding summer uniforms this week and into the end of Term 3. Due to the warmer weather forecast for this week, we are commencing our transition to the summer uniform. As of tomorrow, and for the remainder of the term, students may wear either their full summer or full winter uniform. Please note that students are not to wear a combination of both. Our official changeover will be the first day of Term 4: Tuesday, 12 October. Check In Assessment The Check-in assessment is an annual online assessment for students in Years 3 to 9 in NSW Public Schools. All students complete a reading test and a numeracy test. Year 6 students also complete a writing task. The Check-in assessment supports the identification of students' performance in literacy and numeracy and informs next steps in teaching and learning. The results remain within the school. NAPLAN Analysis We are currently in the process of reviewing and analysing our NAPLAN results. Kristy Bentley Principal	
2	President's Report – Emma T No significant updates since the previous meeting.	

3	Treasurer's Report – Ashwin L • Current bank balance approximately \$58,000. • Petty cash approximately \$150. • No additional deposits since the previous report. • Discussion held regarding how future large payments to the school, including the P&C contribution toward hall air conditioning, can be processed. • Current P&C bank account does not have a cheque book. • Direct transfer/payment limits may also affect large payments. • Further clarification to be sought regarding acceptable payment methods. • School to seek advice from EdConnect regarding payment options.	
4	Uniform Shop Report – Emma T • No Uniform Shop held since the previous meeting.	

	• Proposed to hold another Uniform Shop toward the end of Term 3 to assist families transitioning to summer uniforms. • A Monday is being considered, subject to volunteer availability.	
5	Father's Day Update • Father's Day Stall confirmed for Thursday 3/09. • Gifts have been unpacked and are ready for the stall. • Volunteer numbers remain limited but are considered sufficient to proceed. • Volunteers to assist with early morning setup. • Class scheduling being finalised.	

6	Disco Planning Discussion • Initial planning commenced. • Committee to begin with selection of a theme. • Theme ideas discussed included glow/neon, rainbow, Y2K and 70s/80s. • Generalised themes considered most appropriate for K-6; no final theme confirmed. • Ticket sales expected to commence approximately four weeks before the event. • Disco planning group/chat to commence following completion of the Father's Day Stall. • Flyer to be created once details/theme are confirmed.	
7	Pie Drive Update – Emma Z • Loftus Pies identified as a potential provider. • Options include savoury pies, vegetarian and glutenfree options, dessert pies, donuts and other products. • Provider requires approximately two weeks' notice for orders. • Example pricing discussed: product purchased for approximately \$13.50 and sold for \$16.50, generating approximately \$3 profit per item. • Fundraiser intended to contribute towards the hall airconditioning project. • Proposed launch toward the end of Term 3, with orders continuing into Term 4. • 30 October discussed as a potential delivery/distribution date. • Physical order forms/cash collection considered the simplest option for the first fundraiser. • Delivery costs and dietary options, including halal availability, to be confirmed.	

8	School Hall Air Conditioning/Cooling Discussion • Required electrical/power testing has now been completed and approved. • Four air-conditioning units have been sourced and are currently available in the warehouse. • Installation of four units is proceeding, at an approximate total cost of \$40,000. • Units will be positioned with two on either side of the hall. • An additional quote will be obtained for a further two units should they be required in future. • School-funded electrical/assessment works cost approximately \$2,000–\$3,000. • Next step is confirming an installation date. • School has sufficient funds available to initially proceed with the project while the P&C contribution/payment process is finalised. • Further fundraising will continue to support the airconditioning project.	
9	COLA Grant Update • No response has been received regarding the COLA grant application despite more than 20 weeks passing. • Attempts to contact the grant provider have been unsuccessful. • Consideration being given to resubmitting the application in an attempt to progress it.	
10	P&C Communications & Updates Discussion • Discussion held regarding increasing awareness of P&C activities within the school community. • Consider greater use of the school's existing Instagram account rather than establishing a separate P&C account. • Any social media activity would need appropriate monitoring and compliance with student permission to publish requirements. • Focus would be on promoting events, fundraising, volunteer opportunities and P&C achievements rather than identifiable student content.	

11	Kindergarten 2027 & P&C Engagement • P&C involvement in Kindergarten transition and welcoming new families discussed. • School currently provides catering at the fourth Kindergarten transition session.	
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	• P&C considering a stronger presence for new families, including a first-day morning tea/coffee opportunity in 2027. • Anna, Nicole and Emma to assist with Kindergarten parent engagement. • Proposed creation of a Kindergarten parent group, potentially using WhatsApp and a QR code for easy joining. • P&C flyer/communications to also promote P&C participation and provide an easy way for parents to connect.	
12	Future Fundraising Discussion • Movie Night discussed as a future fundraising and community engagement event. • Previous planning/quotes from Big Screen Hire to be reviewed. • Options discussed included: ○ Outdoor movie setup. ○ Sausage sizzle. ○ Popcorn. ○ Pizza pre-orders. ○ Food trucks. • Volunteer availability identified as the main logistical consideration. • Food trucks may require council approval and could potentially pay a site/vendor fee, creating an additional fundraising opportunity. • Committee agreed it would be preferable to begin with a smaller-scale event such as a Movie Night before considering larger community events. • Consider reaching out to other successful local P&Cs for information on event planning, sponsorship and fundraising models.	

13	PSSA Levy • Current PSSA levy is \$80 per participating student. • Levy contributes toward: • Transport/bus costs. • PSSA uniforms. • PSSA-specific sporting equipment. • Georges River PSSA association fees. • Umpire/referee costs. • Levy is shared across participating students rather than charging individual teams according to their specific transport costs. • Rising transport costs have meant PSSA fees have not fully covered Grand Final Day buses in 2024 and 2025;	
	the school covered the shortfall and expects to do so again this year. • Existing parent communication will be reviewed to make it clearer that the \$80 levy is shared across the PSSA program and is not solely a bus fee. • Student assistance remains available; students are not excluded from PSSA due to financial hardship.	
14	Playground Supervision • Parent concerns raised regarding children reporting they could not locate a teacher following playground incidents. • School confirmed teachers are rostered across designated playground areas and wear fluorescent vests to make them easily identifiable. • School will remind students where/how to locate the teacher on duty. • Information regarding playground supervision and identifying duty teachers will also be included in the next school newsletter.	

Next Meeting:	Monday 26 October 2026
Meeting Closed:	8:25pm