

# Noranda Primary School Parents and Citizens Association Inc

Working Together for Our School Community



## MEETING MINUTES

**Meeting Type:** Executive Meeting

**Date :** 26.11.2025

**Chairperson:** Rosie Hatswell

**Time:** 7.00pm

**Minutes Recorder:** Ashleigh O'Neill

<b>Present</b>	Kristy Harrison, Celia McCarthy, Rosie Hatswell, Saori Matsuo, Jessica Louise Darling, Ashleigh O'Neill, Andrew Hobson,
<b>Apologies</b>	Emma Pavlenko, Katie Langeweg, Janelle Brogna, Tina Darling, Natalie Elliot, Susan Field
<b>New members</b>	
<b>Resignations</b>	

No.	Item	Action / Resolution
<b>1.0</b>	<b>General</b>	
1.1	Welcome & Apologies	-
1.2	<b>Confirmation of previous minutes:</b> Minutes of General Meeting held Wednesday 29 October 2025 are a true and correct record.  Meeting declared executive meeting (insufficient attendees to meet quorum).	<i>The NPS P&amp;C adopt these minutes</i>  Moved: Jessica Louise Darling Seconded: Andrew Hobson <b>Carried</b>
<b>2.0</b>	<b>Business Arising from previous minutes</b>	
2.1	Christmas Markets Update provided by Rosie: <ul style="list-style-type: none"><li>- Funds previously approved of up to \$2,000.</li><li>- Currently 26 stalls, various activities (eg bubble soccer, lawn games, cornhole), rotary, clothes swap, 5 food trucks (with share of profit returning to P&amp;C), facepainter, temporary tattoo &amp; glitter bar.</li><li>- Some invoices in coming fortnight will need to be paid for various activities – to be forwarded to Andrew.</li><li>- \$2200 secured in sponsorships, with other donations from Kennards (lighting) and Officeworks (banner printing).</li><li>- Raffle prizes currently being assembled, along with guess the lollies etc.</li><li>- Volunteers list being finalised.</li></ul>	-
2.2	Colour Run Update provided by Celia: <ul style="list-style-type: none"><li>- Funds previously approved of up to \$500 for obstacles.</li><li>- All progressing well for Friday.</li></ul>	-

No.	Item	Action / Resolution
2.3	Christmas Stall Update provided by Celia: <ul style="list-style-type: none"> <li>- <i>Funds previously approved of up to \$4,000.</i></li> <li>- <i>Stock has now been purchased and stored in P&amp;C shed. Have come in under budget by approximately \$1,000. To be confirmed.</i></li> </ul>	Final stock check to be undertaken by CM, SF & KL.
2.4	Digital communications & Social media update provided by Ashleigh: <ul style="list-style-type: none"> <li>- <i>Emma has set up Instagram page ready to start posting in 2026 (Term1).</i></li> </ul>	School & events calendar for Term 1 2026 to be finalised and posted to social media in new year: AO, EP, RH & KH.  Facebook page will need updating to link to new Instagram account: EP & AO
2.5	Kindy Information session update provided by Rosie: <ul style="list-style-type: none"> <li>- <i>Info session went well earlier this evening.</i></li> <li>- <i>Small gift for students from the P&amp;C and info pamphlet on the P&amp;C shared with parents.</i></li> </ul>	-
<b>3.0</b>	<b>Reports</b>	
3.1	General; no reports were tabled at this interim executive meeting.	Note
3.2	Correspondence Report	<i>The NPS P&amp;C adopt the correspondence report as tabled</i>  Moved: Jessica Louise Darling Seconded: Saori Matsuo <b>Carried</b>
<b>4.0</b>	<b>New Business</b>	
4.1	Kristy confirmed class lists for 2026 will be released 29.01.25 on Library window. Direct email of room and teacher provided to parents the same day. Celia confirmed second hand uniform would be opened on the same day, time TBC.	Second hand uniform opening time to be confirmed: CM
<b>5.0</b>	<b>Next Meeting</b>	
5.1	Meeting Closed 7.05pm	
5.2	Next Meeting to be Week 3 Term 1; date and time TBC in new year.	KH & RH to confirm meeting schedule for 2026.

#### END OF MINUTES