

AGM Minutes: 12th March 2026 7.00pm

1. **Welcome** – Chair to welcome the group
2. **Attendees** – Carola Ortiz, Sophie Tuia, Harlee Bouzaid, Candice Rennie, Lauren DiLeva, Michael Rogers, Courtney Thompson
3. **Apologies** - Fran, Susan, Cat
4. **Additions to the Agenda from Community** - No agenda items received
5. **Minutes from previous 2025 AGM** –Approved

7. **Election of Officers** -Current roles all still stand as follows - everyone has agreed to stay in the current positions in the PSL as follows, with the very grateful addition of a Teacher representative.

Chairperson - Carola Ortiz

Co-Chair - Harlee Bouzaid

Secretary - Sophie Tuia

Treasurer - Lauren DiLeva

Social Convenor - Candice Rennie

Pastoral affairs coordinator - Fran Peters

SFDS Teacher Representative - Michael Rogers

Grants coordinator - Not assigned

8. Reports to run through and get updates from each

a. Treasurer's Report - received and attached, successful 2025

b. Principals Report to PSL – Not received due to the transition of Principals, PSL had a end of year meeting with Mary Angela in 2025 and agreed it was a successful year and completed the BOT wish list.

c. Pastoral Care Report – received and attached (PSL are keen to help support and advertise)

d. Chair report - received and attached

9. BOT: "Wishlist" 2026

- Could we get a detailed list for each item e.g what is needed for play based learning?
- Could we look at other ways for garden to table items e.g sponsor from palmers etc
- Could we send a message on hero - call out for old headphones, kitchen equipment to donate?
- BOT and teachers will let us know which is a priority on the list

BOT Wishlist 2026

Each year our BOT presents a list of items for fundraising to our PSL

To note:

- a. While this list is in priority order, some of these projects can be run in parallel as the sources of funding could come from grants
- b. SFDS acknowledges that this is a large list – an active and productive PSL is essential for our school to support our learners to have those extras not covered by MOE directed funding or parent donations

Priority	Item	Where	Reason	Estimated cost / quote	Completed by PSL
	Sunshade for middle courtyard	Middle courtyard	Provide shaded areas to support sun smart education	\$20,000	
	Play-based learning tools	Junior team	To support play based learning across the team with equipment	\$8000	
	Garden to Table	<ul style="list-style-type: none"> • Ingredients allowance • Garden to table membership 2026 • Garden Tunnel • Kitchen equipment • Bullet blender 	Our learners engage in garden to table weekly and have been relying on donations to run this. This would allow the program to continue	\$2000 annually	
	Large Chess set	Middle courtyard	To support the new playground markings and positive play	\$2600 (x2 queen \$300, x2 king \$300, x16 pawn \$720, x4 rooks	
	Upgrading outside learning / play markings	Middle courtyard	To encourage learning and positive play using the grounds	\$3000	
	Headphones for classrooms	All classrooms	Provide earphones to support learning when using devices	\$2000	

10. **PSL Constitution** - no changes

11. **PSL Playbook** - PSL to look in to updates to this for 2026

This includes all details re: PSL group info and process outlined for each event, role descriptions etc

10. **General Business**

- a. **Advertising the PSL group**

- We desperately need more members to help with the PSL fundraisers in order for us to have a successful year. To help gain members we have a few ideas:
- Make a 'PSL Board' in the office hallway with goals, upcoming events, updates photos etc
- Do a PSL update on hero after the AGM with upcoming events and noting we need new members to be successful etc

a. Confirm 2026 PSL Key events:

Term 1: 9 Feb - 2 April

- Easter activity - Raffle

Term 2: 20 April - 3 July

- Sausage sizzle
- Quiz night (June, date TBC)

Term 3: 20 July - 25 Sept

- Sausage sizzle
- Disco

Term 4: 12 Oct - 17 Dec

- Sausage sizzle
- Christmas raffle - TBC
- Fish n chip night
- International Food fair - Suggestion by Principal, PSL will need more support if we are going to do this and specific fair committee, Michael will get a plan from the Principal regarding details and ideas for this.

12. **Evaluation:** Successful AGM

13. **Meeting closed:** 7.40pm

14. **Next Meeting Date and Time:** March 2027