

15 MAY 2019

Meeting Minutes

Meeting to be held at 237 Bobbin Head Road,
North Turramurra 2074

In the S3 hub, 7:00pm on Wednesday 15 May 2019

1. Welcome & Apologies

Apologies – Jenny Lockhart

Attendees - Bree Alami, Briar Taylor, David Bradley, David Clarke, Issy Baldwin, Kate Duncan, Katie Sumpton, Lirize Loots, Rebecca Fitzmaurice, Ross Brockbank, Julie Rogers, Matthew Low, Kirsty Hunt

Meeting chaired - Bree Alami

2. Acceptance of minutes from previous meeting –

Proposed - Kath Selkirk

Seconded - Rebecca Fitzmaurice

3. Matters outstanding from last meeting: (5 min)

- Dany to see if Cameron can install shelving / complete uniform shop renovations in the 2nd week of the school holidays. Potentially volunteers can then do stocktake once the shelving is in and inventory are being organised on the shelves. **DONE**

4. Correspondence

- Banking, statements
- P&C Federation magazine
- NSW Education

5. Executive team report (5 min)

No report supplied.

6. Principal's report (15 min)

Building Update

Whilst the roofing work was supposedly meant to take place in the holidays, it actually began Monday of the second week. Classes have been relocated to other rooms and the Office Building will be done over a weekend.

After staff room block, the Upstairs rooms followed by Kindy and Hub will be done next. The school uniform shop building, my classroom etc, hall and canteen will begin on May 29th. A big job!!

Cameras

These have been installed and will be up and running this week so hopefully some of our problems with vandalism will be solved.

Naplan

These tests have begun this week and except for Year 3 Writing, all other tests will be done online. Roofing companies are stopping work in the hours when testing is taking place so children are not disturbed.

New Principal Position Update

The panel met to write the Advertisement last Monday and it should be in publications this week. Then it will be a couple of weeks for people to respond to before interviews take place.

Softfall

Have there been discussions to repair or renew this material? Trip hazards!!

Other business

Julie: Parent reported that their child tripped on the softball and lost a tooth. Tripping hazards. Erosion beneath the softfall creating an uneven surface in places. What can be done to address this?

Bree - could this be something that's raised with Assets?

Kath - Previously discussed with Dany and Cameron, and agreed this work is beyond the scope of the grounds committee and a working bee.

ACTION - Mrs Rogers to contact Assets to see what the options are for replacing softfall and whether they can help.

7. **Treasurer's report** (5 min)

Report available at

https://drive.google.com/open?id=1dsbNZG6kGg_0F-xCwkEtz6GikYWqiB_y

8. **Grounds report** (5 min)

1. Bee talk 10 May

Kate and Anna came and talked with very interested students and teachers, which was fabulous, although the bees weren't in attendance because it was too cold! We've replaced a few plants, planted many more, established a 'viewing' area for bee-watching, and installed (with Cam's help) a temporary fence to discourage kids from using the garden as a thoroughfare.

Cam has extended the coloured poles arc around garden area to reduce foot traffic through garden bed and LeeAnn Plasto is planning to work with students on designing mosaic pavers.

\$324 remaining in grant.

2. June working bee planning

Saturday 22 June, 12 noon to 4 pm

Would be great to have P&C do a barbecue -- what time should we do this?

Perhaps 2 pm? Or would it be better to do something else instead, such as afternoon tea?

Will need lots of people because we need to expand existing wildlife corridor area by removing grass and digging soil for planting, move and spread mulch and weed established planting. If that all gets done we should also work on weeding area between library and vegetable garden, which has become too much for Cam to maintain on his own.

Need to get the kids involved also, to encourage parents to come, and should connect it to Tree Day in July -- kids will each have 2 plants to plant in July and would be brilliant if they could then be encouraged to look after them (weeding, watering, etc). Can this become part of class time -- as looking after their environment?!

Issy is working on flyers for school bags and we'll set up a reminder system via school stream and newsletters.

3. School grounds levy

Please could we find out amount raised by optional grounds levy to perhaps pay for someone to do some of the larger maintenance or specific landscaping work?

4. Fortnightly mini 'bees

We're going to trial fortnightly smaller sessions on Tuesdays 1.30 to 3pm, to work on specific weeding or planting areas, and encourage parents to come for short times. First one on Tuesday 21 May.

Will note these in newsletter on Mondays then schoolstream notification on the relevant days.

5. Planning for future projects

- Creation of frog pond habitat around existing pond in quad. Revivify garden around Wollemi pine (it's languishing).
- Apply for substantial Ecoschools grant to revisit idea of outdoor learning space in top quad to sit between bee garden and decked area. Should include seating, mulch (because grass won't ever grow properly), tough ground covers, pavers, etc. Probably have working bee on 25 August for this if grant awarded and/or we have money from grounds levy.
- Creation of a quiet space for kids in the playground, such as curved seating area partially enclosed by vertical posts with climbers trained up them.

- Construction of a performance deck/stage viewing platform for sports, etc. over mulched area looking over oval with soil mounding surrounding to allow for new plantings over contaminated soil.

Other business:

Kath - Does anyone have ideas for encouraging parent and student participation in the working bee.

Katie - Make it competitive between the classes.

Karin - Suggested promoting the working bee beyond the school community; local residents who love gardening might like to help out.

Kath - Could the funds raised from the grounds levy included in the Semester 1 fees be used to help with the working bee? - eg for hiring of digging equipment.

ACTION - Bree to contact Helen re using funds from grounds levy included in the Semester 1 fees be used to help with the upcoming working bee.

9. **Uniform shop report** (5 min)

Refurbishment

- Unfortunately the refurbishment planned for week beginning 15th April had to be postponed due to injury to Cam
- Plan is to reschedule for term 2 holidays
- We will do a physical stocktake at the same time

Online Ordering

- The Online ordering system has been updated to reflect the current class names

Inventory

- All winter stock is in
- The classroom next door is being used to store some stock
- Kelly has requested updated details of all volume discounts from Midford (trousers, shirts and jumpers), Spartan (backpacks and fleece jumpers) and Textstyles (winter and summer dresses)
- Midford have responded, their discounts kick in at \$20k per annum spend
- Once we have all responses and information, Kelly and I will develop a plan for managing inventory, for P&C endorsement, taking into account;
 - o storage capacity
 - o optimal order sizes considering latest costs and discounts
 - o any price changes we might recommend

Other business:

Briar - Fleecies introduced last year are great.

Katie - Is it possible to utilise the tracking device in the fleecy?

Bree - Cost - last time checked - was \$280 (from memory), for the school.

Karin - Potentially just roll the cost of the subscription into the price of the fleecy.

ACTION - David C to check with Kelly re the cost of subscribing to the tracking device service for fleecies.

10. NTOOSH report (5 min)

No report supplied.

11. Canteen report (5 min)

- decrease in sales from 2018, mainly as a result of the decrease in pupil numbers
- cost review in progress to monitor ongoing profitability of canteen
- new winter menu available
- 3 specials planned for this term

Other business:

Bree - Management of PSSA students doing lunch orders on a Friday - getting better. Dependent on what time their game is scheduled. Students are being told early in the week - by Miss Fagan - whether or not they can do a lunch order that Friday. Sushi is always not available for PSSA students.

Kate - Could this possibly be communicated via SchoolStream to ensure that parents receive the message.

ACTION - Lirize to check with Helen whether message about whether PSSA students can order lunch on Fridays can be published in SchoolStream.

Old canteen bank accounts to be closed -

Community Solutions Acct

BSB 032-188 Account Number 287088

Business Cash Reserve Account

BSB 032-188 Account Number 287782

Open new account as well as new cash reserve account to be linked

The following members will be added as signatories on these two new accounts:

Bree Alami

Karin van Heerwaarden

Catherine Duncan

Rebecca Fitzmaurice

Lirize Loots

12. Fundraising report (5 min)

No report supplied.

13. Band report (5 min)

- Camp was held over the weekend of May 4-5. The children's playing improved markedly, with tutoring from Conservatorium students and guest conductors. The site (Uniting Venues Elanora) was well-liked, with the accommodation area more concentrated and improved and greater student containment offering significantly improved safety. And the food was better!
- Even so, the cost – both financially and in terms of the organisational requirements – was significant, and this is a good opportunity for the P&C to review future possibilities for the band camp program. Many parents, along with members of the teaching staff, expressed concern at the apprehension faced by younger children at staying overnight, and given the small number of children involved in comparison with larger schools the potential of other options needs to be explored in the coming month.
- Invoices for Terms 1 & 2 are about to be issued – much thanks to Kate & Rebecca for all their hard work preparing Quickbooks for these.
- Camp fees from 9 families are still outstanding – these are being followed up.
- Junior and Performance bands have been entered to compete at the Wahroonga Music Festival (Sunday 16th June) and North Shore Primary Concert Band Competition (Saturday September 7th) The Parent Bands will also be playing at The Tap on Sunday June 23rd from around 4pm.

14. Other Business (5 min)

AGM scheduled for Wednesday 11 December

Meeting ended: 8:05pm

Meetings are held on the 3rd Wednesday of each month @ 7:00pm in the S3 Hub

Term 2: 19 Jun;

Term 3: 21 Aug; 18 Sep;

Term 4: 16 Oct; 20 Nov

AGM: 11 Dec