

MINUTES

MARCH 2015

TURRAMURRA NORTH PUBLIC SCHOOL P&C ASSOCIATION

Meeting held at 237 Bobbin Head Road,
North Turramurra 2074

In S3 Hub, 7.30pm on Wednesday 18 March 2015

1. Welcome & Apologies

Apologies – Cheryl Nolan, Margie Armstrong, Kati Walsh, Ralph Hale

Attendees – Philippa Gordon, Wendy McKasah, Max Shreiber, Fiona Dennis, Kris Grant, Sandra Calder, Jen Collins, Issy Baldwin, David Louie, Alex Berthold, Quyen Woodrow, Melissa Nikkhah, Paul Taylor, Andrew Brightmore, Karin van Heerwaarden

Meeting chaired by Andrew Brightmore.

2. Minutes from previous meeting – Accepted.

3. Matters arising from previous meeting – None.

4. Correspondence

- For Treasurer
- Fundraising material
- School global funding from Dept Ed and Communities

5. Principal's report

Report

- **From last time:**
 - NTOOSHC
 - I have communicated with NSW DEC Regional Asset Management and have been advised that from the DEC point of view the expansion of places available on the NTOOSHC Licence with an extra room allocated would be relatively straight forward. Regional Asset management have forwarded an 'adjustment' to our existing licence to state office and anticipate approval any day.

- LaST – Learning and Support Teacher
 - Currently the school has a 2 day / week LaST allocation. This has fallen from 2014 – where we had 0.5. The school is looking at providing additional assistance to support our learners who are in need of additional support. This support could take the shape of additional teachers aiding and or teacher time to compliment our 2 days/wk allocation (0.4). An announcement will be made later in the term of exactly how this support will look for T2. This additional support will be raised from school funds. In the instance where the school funded a teacher for 1 day / wk for T2/3/4 the cost to the school would be \$15000.
- **Matters Arising:**
 - Updated weekly calendar the school has moved to an online ‘Google calendar’ that is kept up to date by Helen Long in the office. Dates listed on this calendar replicate the calendar dates used by staff on the school’s ESR Momentum administration system. We have made this change in an attempt to improve our communication.
 - ‘i on the future’ learning conference for public school teachers.
 - 99% of families who returned slips (101) by March 13th indicated that they would be able to make other arrangements for their children on June 19th. Note went home last week to confirm that the T4 SDD from Thursday December 17th has been brought forward to Friday (wk9T2) 19th June. This means June 19 will be a student free day and Dec 17 will not be a student free day.
 - 145 teachers already registered in a week and a half. I am awaiting 3 more schools who plan to send their whole staff groups. This will put us to 200 places. With 300 participants and sponsorship, we hope to generate a profit plus deliver an amazing day of learning for our whole staff for \$0.
 - Will now be solely staged at TNPS – logistics seemed too hard to hold jointly with Pymble. Details of speakers etc on school website.
 - Playground Equipment
 - A deposit has been paid for the refurbishment of the playground equipment damaged by the tree in T4. We hope this work can be completed in the Easter Holidays.
 - Improvements to the face of the school
 - Grounds committee has settled on two possible fence designs
 - These will be shared on the school website and voted on by students , staff and parents next week.
 - It is hoped that the fence will be installed over the Easter period
 - Thank you to the P&C grounds committee and Mrs Rogers for all their work on this.
 - Old fence to be pulled down and re-cycled around new vegie – garden. Ian has cut metal bolts / clips so and zip tied the panels temporarily to existing posts so the removal will be easy – working bee March 29th.

- I have also seen a new sign design which looks fantastic – thank you Fiona Ambrosino. This will also be shared with the community via the website next week.
 - We also need to gather quotes for the new paths at the entrance to the school – hotmix bitumen.
 - Coming visit to Toomelah PS – Monday 23rd March. Establishment of ongoing relationship – main outcome for TNPS students over time will be to develop relationships with Aboriginal students who live a very different lifestyle to ours here in North Turramurra. This will assist our children to understand more about Aboriginal people and their heritage and may also assist students to reflect on the lifestyle they lead here at TNPS.
 - Information Evening for 2016 enrolment – Thursday May 7th. Prospective parents for 2016 will be informed about all aspects of our school. The evening will commence at 6.30pm.
 - NAPLAN – May 12-14 – Tuesday / Wednesday / Thursday Wk 4 T2. Y3 and Y5 only. Reading, Language Conventions (Spelling / Grammar), Writing and Numeracy exams.
- **Recent Events**
 - Staff Training – all staff have completed anaphylaxis and CPR update training since our last meeting.
 - Parent / Teacher Interviews – positive feedback on the online booking system and in the process itself.
 - Trivia Night – it was terrific to be a part of Saturday night’s event. The atmosphere was outstanding – sense of community. Food was fabulous. Special thanks to Wendy McKasah, Suzanne Murphy, Melissa Nikkhah and Yvette Audet for putting the evening together. Thankyou also to Darren Murphy for your great work as quiz master and to Mr Daniel Cook and Richardson and Wrench St Ives for his generous sponsorship of the event.
 - Working Bee – thank you to all those parents who came along to pitch in. Together we started a very important project – our Eco veggie garden.
 - Step one has been to lay newspaper and cover with 3-4 inches of mulch.
 - Next will come the fence
 - Next will come the intall of raised garden beds
 - Then we will fill with soil
 - Ian Milton has organised a quote to bring taps to side of J Block with the inclusion of a pressure pump to attach both the rainwater in the tank and the mains water supply if needed.
- **Forthcoming events**
 - Tuesday March 24th – Mufti Day – Favourite colour
 - Thursday March 26th – S3 to ‘Hairspray’ at Brigadine
 - Tuesday March 31st – Easter Hat Parade – from 9.30am in quad
 - Wednesday 1st April – Easter Scripture Service am
 - Wednesday 1st April – Blue Ribbon Party – 2pm Top Quad

Report

- Thursday April 2nd – TNPS Principal’s Assembly
- Thursday April 2nd – Last Day T1
- Monday April 20th – Student free day SDD
- Tuesday April 21st – 1st day students T2
- Thursday April 23rd – ANZAC Day service
- Tuesday April 28th – TNPS X Country
- Tuesday May 5th – Mother’s Day Stall
- NAPLAN – Tuesday / Wednesday Thursday wk 4 – May 12-14
- S3 Canberra Excursion – Wk 5 – Wednesday / Thursday / Friday 20th-22nd. I will be attending.
- Tuesday May 26th – TNPS Athletics Carnival – Dunbar Park, Marsfield

P. Taylor,
Principal
18.02.15

6. Treasurer’s report

The financial statements for the Main P&C account are available upon request

7. NTOOSH

Update on Insurance for accident/injury. We have added replacement cover for Accident/Injury/death to the P&C existing P&C Federation Insurance policy, underwriter by CGU. This policy covers all children/ teachers and carers for the school for all school related activities for accident and injury. There is also a provision for permanent injury and death benefit. Full documentation has been provided to the P&C treasurer. This insurance cover is a requirement our operating licence. As the new policy premium is more than \$1000 , we ask the P&C to vote, agree and second the acceptance of this policy. Motion accepted. Funds to pay for this additional cover has been proceeds by Becklyn.

Update on staff. Two new staff will be trialing at Ntooshc. John Low (father of Matthew Low) who will assist with BSC shifts and Kate Duffin, sister of Emma Duffin who will be unavailable for parts of next term with Uni prac. Both have their Working With Children checks.

See attached for director's report from Lynne.

Other business

Accident insurance policy has been rescinded from Tower as it's no longer offered.

Alex needed to arrange new policy and couldn't wait until the next P&C meeting. The cost of the new policy exceeds the \$1,000 discretionary threshold. Alex requested approval from P&C for the expense of \$1,488.95 for the new policy.

Proposed – Melissa; Seconded – Max
Expense request approved.

Wendy – Are we getting another 15 kids for OOSH?

Paul – Waiting on approval from DEC re change to license to allow for additional 15 kids.

Alex - Lynne suggested splitting the groups by age. Potentially have the older kids to use the demountable. But still encouraging interaction across the ages particularly during outdoor play. Food will still be served in the main building.

8. Fundraising

Report

We need clear fundraising goals to present to the school community when encouraging support for events. After consultation with Mr Taylor it was thought that an achievable and visible fundraising goal to kick the year off is the Eco-Garden requiring approx \$7000. This should be achieved with the Term 1 events (Trivia, Cadbury and Election Day)

A suggestion for a bigger goal after this is the refurbishment of the lower playground and back of hall area. ie new play equipment, levelling the pavers, rearrange seating and make better use of the general area. This will be a big ticket item and will require big fundraising ventures possibly over several years.

Term 1

Trivia Night

120 people attended, 8 teachers, lots of new faces and families. Great night with very positive feedback. The night was intended as a social event to welcome new families to the school community, not a fundraiser but still managed to make approx \$400 profit. Thanks to Wendy Mckasah and Suzanne Murphy for organising the night.

Cadbury Chocolate Easter Eggs

170 boxes have gone home to families this week. \$30 profit per box so if all are sold and money returned approx \$5000 profit. There will be prizes for families that sell the most boxes. Thanks to Kris Grant for organising

Election Day BBQ and Cake Stall – Sat 28th March – 8am-12.30pm

350 sausages ordered from Exclusive Meats. School parents asked to donate a cake/slice/biscuits to sell on the stall. Plastic plate and bags will go home on Mon 23rd March. Electronic roster on “Doodle” was sent home and is in the newsletter. We need 4 people per hour over 4 hours, so far 9 people have volunteered. We still need 2 people 9-10am, 1 for 10-11am, 2 for 11am-12pm, 4 people for pack up at 12pm.

Term 2

Entertainment Books - will go home at the start of Term 2. This raised approx \$1000 last year. Melissa Nikkah and Yvette Audet organising

Mother's Day Stall - May – Barb Dowling will organise

Walk-a-thon – Thurs June 4th (week 7)

As last year this will be run by the teachers during school hours. Children will ask family/friends/neighbours to sponsor them for the distance they walk. They can wear their favourite sporting outfit or their favourite sports team's colours. It will be held on the same day as the SRC's “crazy hair and socks day” for a very colourful day!

Term 3

Art Show – Fri Sept 11. There will be a request for volunteers to help on the Art Show committee. This is a big job with many opportunities to get involved.

Father's Day Stall – Barb Dowling to organise

Term 4

School Disco – Fri 23rd Oct 6-8.30pm. Planning in progress, an event with something for children and their families. This will be a major fundraiser. There will be a smaller school disco in June which will be organised by a teacher with help from the fundraising committee.

Other business

Wendy - committee to send out a letter to local business to sponsor an event - put together a package for this year.

9. Canteen

Report

2015 – Early financials seem to indicate losing money however last week was our first Special day & this is traditionally how we make our money through-out the year. Sushi has also impacted however needs to stay as it is still a popular option.

SUSHI

Orders can be handed in on the day however they all have to be in the canteen by 9:15am to ensure we can get the orders filled and delivered.

You can order on a normal Brown bag however if you can please put “SUSHI” somewhere on the top of the bag so that canteen helpers can identify easily. This would be most helpful to speed up the ordering process.

***Specials this term – Friday 27 Mar 2015 – Fairy Bread Friday
Morning tea 01 April 2015 – hot cross bun special.***

Roster Assistant:

We require the skills of a parent who might be happy to assist Rachael in the maintenance of the volunteer roster. So if you may have toddlers at home and therefore cannot physically volunteer however would be able to spare a couple hours per week to just ensure that S.O.S requests are managed quickly. This would be a great way to get to know parents so if you are wanting to get involved please let me know on krisandcody@gmail.com

Fridges – we still have 2 fridges FREE to good homes. Contact Kris Grant on krisandcody@gmail.com for details or if you are interested.

Bunnings BBQ – Saturday 27 June 2015 has been confirmed. Each year group will get a one hour time slot to provide 4 volunteers. This has always been our major fundraiser for the year so we will be calling on the support of the whole school community to make this a success.

Financials available

Other business

Andrew – Julie has mentioned that the volume and commitment of volunteers this year so far has been great, thank you.

It was suggested that Julie might be able to take on the assistant roster manager role however she’s already busy in the canteen in the morning, particularly if understaffed and won’t have time to make phone calls trying to get someone in.

10. Band

No new update provided

Financials available

11. School Uniform Shop

No new update provided

12. Grounds

Report

Members of the 2014 Committee have all indicated they wish to continue, and are rejoining the P&C at the March meeting (Philippa will pay their \$1 fees).

The work on the murals has been delayed for a number of reasons, but we plan to finish the final coat of the snake checkerboard in the next week (weather permitting). This will complete that component of our 2014 projects.

We have been working with Mrs Rogers and Mrs Stobo to get quotes for new front fencing, replacing the old with new steel-barred ('pool-style') 1200mm fence. The decision on the chosen provider is imminent, as we want this work done over the holidays. Three quotes were obtained, ranging between \$26k-\$30k. NB this is NOT P&C funded.

We are finalising the plan for renovating and remodeling the main entrance. Fiona is drawing this up professionally. We plan to:

- resurface with bitumen existing and new pathways (also NOT P&C funded),
- remove existing/plant new garden beds around new paths and open space,
- install new seating area (Centenary Wall) near the shelter,
- put a TNPS sign across the shelter front below the roofline,
- repaint the shelter and clean roof/reroof it (colour TBA),
- paint the street-front of kindy rooms (colour TBA).

We have been working with Miss Thogersen to get the eco-garden created, ready to be established with planters and seedlings. Part of the old front fence will be used to fence this area.

We had a successful working bee last weekend from 8am-3pm, with over 20 parents, teachers and some children coming and going over that time. Rain didn't help. Thank you Paul and Lel Taylor for providing morning tea and BBQ lunch!

- We weeded the front entrances and wildlife corridor, but as all green bins were full, some weed piles still need to be taken away.
- The majority of helpers moved many trailer-loads of mulch, to spread it over the 12m x 12m newspaper base.
- The follow-up working bee for the eco-garden is planned for Sunday March 29. Many strong helpers will be needed that day.

We propose 2 more working bees in Term 2 to complete the rest of the entrance refurbishment. Dates to be confirmed.

13. Other Business

Philippa – Plea for attendance at next working bee.

Kris – Please return chocolate money.

Andrew – Approached by new parents to the school asking about how the committees work. No hard and fast rule about how committees operate. Mindful that some committees have grown significantly this year. e.g. OOSH. All members of a committee can expect an equal voice and equal respect.

There is a difference between P&C committee members and volunteers. Committee members are the decision-making body, not the volunteers. Committee conveners need to ensure this distinction is made clear.

If you are not a paid P&C member you cannot be a committee member. You are a volunteer.

People can pay by proxy.

Committees can choose to use a formal voting process if that will assist coming to a decision; particularly for large committees where making decisions and reaching a consensus can prove difficult or inefficient.

Sign in - Everybody who comes onto the school grounds to be involved in any P&C activity must sign in at the school office.

Kris – Does this include canteen volunteers? The canteen has its own sign in book.
Paul – No, in the event of an incident the canteen sign in book will be taken to the office.

*** End of meeting 9:05pm ***

14. **Next Meeting** – Wednesday 20 May 2015

Meeting dates for 2015

Term 2: 20 May; 17 June

Term 3: 15 July; 19 August; 16 September

Term 4: 21 October; 18 November

Meetings are held @ 7:30pm in the S3 Hub.