

Meeting Minutes Wednesday 2nd August 2017

Present:

BPS: Maria Lambos, Belinda Mikhail-Gogos, Sophie Parsons

P+C: Lyndal Rutgers, Rob Taubman, Bidy McDermott, Liam Reid, Mel Daniels, Van Allen, David Finlay, Clare Young, Richard Banks, Kate Buckell, Matt Wilkinson, Melissa Slavin, Alma Dayawon, Scott Feeney, Joanna Collins, Anne Irvine, Vanessa James, Sophie Knox, Nyree Morrison, Cliff Philipiah

Minutes recorded by: Lyndal Rutgers

1. Welcome

Meeting opened: 7:05 pm. Welcome and acknowledgement of country from Rob Taubman and Bidy McDermott.

2. Apologies

Andrea Smith, Doug Talbot, Victoria Lush, Lynda Lovett, Jo Edwards, May Ellwood, Ariana Davis

3. Previous Minutes

June 2017 – Minutes accepted (Proposed: Bidy McDermott; Seconded: Sophie Knox).

4. Actions Arising

Outstanding actions from previous minutes:

- Spare hats to be ordered (funded by P+C), sign out system established
⇒ **Maria Lambos, complete**
- Enquiries with other schools regarding maintenance contracts for IT repairs
⇒ **Maria Lambos, complete**
- IT resource list to be purchased with \$14K from P+C
⇒ **Belinda M-G, complete**
- Sports shelter size and transport logistics details
⇒ **Victoria Clay, complete**
- Future plan for implementation of Investigative Learning
⇒ **Maria Lambos and staff, complete**

5. Correspondence

Nil

6. Principal's Report

6.1 Security

- Uniform Policy – spare hats have been purchased for children to borrow in order to go out to the park if needed, as per resolution at June meeting, and the playground ministers are signing them in and out at the gate. So far the system is working well, with demand decreasing – most students now have a school hat and are remembering to bring them.
- Government funded security fencing – installation is underway, with some small sections still to be completed. The entire fence will also be lined with perforated panels for added security.

6.2 Playground

- Procurement of the digital sign is underway, and it is expected to be installed by the end of the month. It will be installed near the park gate, adjacent to the demountable classroom, above the fence height.

- Currently the internal gate to the frog pond area is still in place, but will be removed once the security fence installation is complete. Consideration of the 'flow' from the existing weather shed area into the frog pond area may be needed once the internal gate is removed, as there is currently a height difference – perhaps some stepping stones? This will need to be looked at once the demolition of the shed area has taken place, and hopefully any needed steps can be incorporated into the upcoming working bee (see below).

6.3 IT

- In response to a query at the June meeting, none of the schools contacted have an external maintenance contract in place for repair of IT resources. Comment from the room suggested that this type of contract would likely only be financially viable for specialised or high-end equipment. As such, retention of the DEC system of warranty and repairs is believed to be the simplest and most cost-effective.
- A small amount of additional levy money has been received. The school has used the additional IT funding from the P+C (resolved at the June meeting) to purchase laptops and iPads, as per the 2017 IT plan presented at the March meeting. The laptops have been built and connected to the server. The school is participating in a NAPLAN Online trial at the end of the month (see below), after which the new laptops will be allocated to the trolleys in the main building.

6.4 NAPLAN Online

- DEC intends to move to online NAPLAN assessments within the next few years. Our years 3 & 5 students will be participating in a trial of the online tests at the end of August, to assist with design and implementation of this system. This trial does not form part of 2017 NAPLAN testing, and students will not be assessed on their responses. The online test will be an Omnibus format – one test will be used to assess three different competencies, rather than conducting three separate tests. It is intended that the testing program be designed to adjust subsequent questions in response to each student's previous answers, such that a personalised test will be created related to the child's ability. This means that the students will not all need to sit the assessment simultaneously. There will not be a writing component to the online assessment for Year 3 students, but Year 5 students will have to complete a typed writing assessment. Keyboard skills are thus increasingly becoming a requirement. These are being incorporated into lesson planning, and there are also a number of apps designed to assist students with developing these skills.

6.5 Sporting Shelter

- In response to queries from the June meeting regarding the size and logistics of transport and setup of a large marquee, Ms Clay provided a further quote for two small shelters. Details for comparison are as follows: Large: 6m x 3m, 37kg, 160x48x28cm when collapsed, \$1080 + \$45 freight. Small: 3m x 3m, 21kg, 160x28x28cm when collapsed, \$865 each + \$660 freight (?? – freight figure to be clarified). Both sizes are believed to fit into a station wagon / 4WD with the back row of seats folded down. Although the large size seems to be better value, comments from the room suggest that moving, setting up and dismantling the large size requires 6 adults to be done comfortably.

⇒ **Victoria Clay to clarify freight cost for small marquees**

6.6 Investigative Learning

- In response to a request from the June meeting, Ms MG (on behalf of Ms Edwards) presented a three-year plan for implementation of Investigative Learning (IL) across the school. At a high level, Stage 1 has been implemented during 2017, Stage 2 is intended to be implemented in 2018, and Stage 3 in 2019. The Future Focused Planning department from DEC have visited the school and discussed ideas for modifying the existing teaching spaces to facilitate this approach, including opening up walls between classrooms. However, there are not currently any scopes of work or costs prepared. It is not known how much funding will be made available by DEC for this kind of work, or the timeframe of any such funding. A brief discussion of IL followed, including its theory,

merits, breadth of implementation (at departmental and national levels), and metrics for evaluation of efficacy. Parents expressed a desire to understand these aspects of the IL approach more fully, in order to support their children and the initiatives of the school, and suggested that an information night to cover some of these topics would be of benefit. The staff also suggested that, once IL was in place and the students were settled within the framework, parents could be given the opportunity to visit the classroom to see the approach in action. More details to come.

6.6 CAPA Showcase

- Ms Parsons, on behalf of Ms Biggins, presented details of the school's planned CAPA showcase, to be held late Term 4 – tentative date / time is 12-3pm on Fri 1 December (Week 8). As previously outlined, the showcase will enable each class group to present their work from the year, both at stalls and in a performance of some kind. A large marquee and stage will be hired for installation in the playground, with each class group allocated a timeslot for presenting their performance. Timing of the event was discussed to enable as many families as possible to attend. As a school event, and the culmination of the children's year of learning, it was felt that the showcase should take place during school hours. Given a specified timeframe for each Stage, and enough notice, many parents should be able to arrange to attend. Funding for the event was also discussed. General consensus from the room was that parents and family should be freely invited to attend and enjoy the showcase. P+C agreed in principle to fund the hire of the stage and marquee (circa \$4K). In terms of providing any materials, props or costumes needed for the class performances, it was suggested that teachers send out a list of needed items through the class reps, for parents to bring in as they are able. A small financial contribution could also be requested the same way, if any needed resources cannot readily be purchased / provided directly by families.

7. Finance Report

- The current cash balance stands at \$207731 at 31 July, and is adjusted to \$92206 accounting for funds already allocated. This includes receipt of \$20K grant money for Stage 4 of the playground upgrade, and \$70K funds allocated to playground works. Canteen has continued to perform strongly, and last term broke through \$5K profit. A \$1500 cash cheque for canteen expenditure was approved. (Proposed: Rob Taubman; Seconded: Lyndal Rutgers).
- The P+C levy is going well, contributions are at around \$17K, with 100 families having contributed – thank you very much to all those who have contributed!

8. P&C Goals and Issues

- BFR Update
Doug Talbot was unable to attend, but will update next meeting. In short:
 - Further organising volunteers are needed to help the committee, even one hour a week is helpful and no specific skills are needed – please contact the BFR crew if anyone is able to help
 - A race ambassador is needed – if anyone knows anyone 'famous' who might be able to help out, please let BFR know! (info@balmainfunrun.com.au)
 - The following sponsors have been confirmed for 2017: Belle Property (3 years); Running Science; Canada Bay Club; QE Foods; HM Finance; Boobs On The Run; and a community grant from Sydney Water. Some other sponsors are in the process of being finalised. Once all sponsors are finalised, the list will be published in the newsletter to encourage school families to support these local businesses, as they support us.
- ESC being separate to school
Due to recent changes in management at ESC, and parent uncertainty regarding lines of communication, a number of ESC queries have recently been directed to the P+C President. As ESC and the school are two separate entities, it was suggested that an ESC communication be

prepared for the school newsletter to remind parents of the operation of ESC and their contact details.

⇒ **Kate Buckell to take to ESC meeting**

- **Playground stepping post injury**
It was brought to P+C attention that there have recently been a number of injuries sustained by children at the stepping posts in the playground near the library, during OOSH at ESC. A query was raised whether similar injuries are occurring during school hours, and whether the situation is being monitored. It was confirmed that the school maintains an accident register, and that no recent injuries have been sustained at the posts during school time. P+C will install a slip-proof grip surface to the top of the posts, and continue to monitor the situation.
- **Playground upgrade – update**
Demolition of the weather shed and surrounding structures, including the sandpit, is due to begin in the week starting 21st August. The timber currently being stored at the back of the weather shed will need to be relocated to under the demountable before then.
⇒ **Cliff Philipiah to coordinate**
- **Sex Education Presentation**
Positive feedback was received from parents after the school recently hosted an external presenter to speak to Stage 3 students on sex education.
- **A/C update**
Deferred to next meeting
- **Lost Property**
The bin was recently emptied again thanks to Kindy parents. The new bin system appears to be working well.
- **Working Bee – Sunday September 17th**
The working bee will run from 8am – midday. Currently 20 people have indicated their availability to help. The tasks covered will depend on the number of people available on the day, but will hopefully include: asphaltting the pathway through the frog pond, filling the pond with rocks / gravel, stepping stones leading down from the higher playground area, weeding and planting along the boundary fences, and painting of the timber slats around the bubbler and P+C shed areas.
- **Athletics and Sports Clothing**
Running singlets have been located. Sports coordinator is now aware of available sports clothing, for future carnivals. There are 21 BPS swimming caps also. A request was made for house colour t-shirts to be made available for purchase, to make it easier for children to dress in house colours for sports carnivals. Previous enquiries regarding synthetic shirts put costs at \$30 each. Birchgrove PS has coloured cotton house t-shirts printed with house names available through Pickles at \$18.50 each.
⇒ **Nyree Morrison to enquire with Pickles**
- **Ethics – volunteer teachers and coordinator needed**
Ethics classes, as an alternative to Scripture or non-Scripture, have been available at BPS for the past few years. This program is not provided by the school, it is administered by Primary Ethics and the classes are taught by parent volunteers. The current volunteer BPS Ethics coordinator has finished her time in this role (thank you Kate Melber for your contribution!), and we are also short of volunteer teachers. Ethics classes, which run on Friday mornings between 10:30 – 11am, may cease to be offered if more volunteer teachers cannot be found. To volunteer as an ethics teacher or to find out more go to: www.primaryethics.com.au

- Election BBQ and Cake Stall – Sat 9th September
P+C will be running a BBQ and cake stall in the school grounds during the upcoming Council election. Cliff has offered to coordinate the BBQ, and Nyree has offered to coordinate the cake stall. Assistance will be needed – details to come.
- Band Finances
Richard Banks has joined the Band Committee to help with administering band finances. A band budget for the coming year has been prepared, on a break-even basis. Band fees are \$500 per year, payable in instalments, and requires 52 students to break even, with 55 students currently enrolled in the program. There is currently a small surplus of funds, which have been allocated to purchasing new music stands, timpanis, and required storage of these items. There is a shortage of available storage space in the school – P+C tabled the installation of another shed between the amenities block and the boundary fence. This may be constructed during the working bee if enough volunteers are available.
- Kindy Short Film
Kindergarten recently entered the Filmpond Story Quest competition, with their short film “I Learn, We Learn” on investigative learning in Kindy, and did really well – coming second place and winning a GoPro camera! Yay, Kindy!!
- Aprons
P+C have had 15 BPS branded aprons made, at a cost of \$513.22, for parent volunteers to wear when helping out at canteen, running BBQs or cake stalls (Proposed: Nyree Morrison, Seconded: Sophie Knox). They are brown, with an embroidered school logo in gold stitching. These not only protect our volunteers’ clothes, but also give our fundraisers ‘presence’ – clearly establishing who the raised funds will benefit (and they look great, too! Buy one for home!!!).

9. Events Calendar

- Term 2 Disco – was a great success, and raised \$1610.80. Catering was difficult as a number of tickets were not purchased until the night, and it was also difficult to monitor who had eaten and who had not – perhaps vouchers should be exchanged in future? It was also suggested that for future discos a ‘Parent Eats Too’ ticket option be provided.
- Father’s Day breakfast – Friday, 1st September from 8am
- Council Election – BBQ and cake stall, 9th September
- Whole school Working Bee – Sunday 17th September
- Halloween Disco – Term 4, Fri 27th Oct
- BFR – Sunday 19th November, get ready to run!!!

10. OOSH Report

Kate Buckell is the new ESC liaison for BPS P+C. Welcome, Kate! Isabel, the new ESC director, has begun, taking over from Alison who finished up at the start of term. Isabel has come from an OOSH in Campsie which is a similar size to ESC, and has settled in well.

11. Canteen report

Nil

12. Any Other Business

Nil

Meeting closed 9:11 pm

Next meeting: Wednesday 6th September 7.00pm in the Balmain Public School staff room.