

## Meeting Minutes Wednesday 7th June 2017

### Present:

BPS: Angela Curry, Lynda Lovett, Maria Lambos, May Elwood

P+C: Rob Taubman, Sophie Knox, Andrea Smith, Mark Chambers, David Finlay, Scott Feeney, Cindy Scheule, Alma Dayawon, Lyndal Rutgers, Les Schmalzbach, Jane Williams, Cliff Philipiah, Steve Morrow

**Minutes recorded by:** Lyndal Rutgers

### 1. Welcome

Meeting opened: 7:07 pm. Welcome and acknowledgement of country from Sophie Knox.

### 2. Apologies

Anne Irvine, Nyree Morrison, Vanessa James, Trevor Chaitow, Biddy McDermott, Belinda Mikhail-Gogos, Jo Edwards, Ariana Davis, Van Allen, Cath Templer, Matt Wilkinson, Mel Daniels

### 3. Previous Minutes

May 2017 – Minutes accepted (Proposed: Rob Taubman; Seconded: Sophie Knox).

### 4. Actions Arising

Outstanding actions from previous minutes:

- Replacement bins ordered and received
- BBQ frame repaired, at \$60 cost
- Comparison table of school 'wishlists'  
⇒ **Rob Bennett, on hold**

### 5. Correspondence

5.1 Gonski funding emails as per news reports

5.2 P+C Federation - further input re: Gonski, as per their website

### 6. Principal's Report

#### 6.1 Security

- Uniform Policy – In response to recent safety alerts, the staff have decided that only school uniform / colours are to be worn in the park at break times (effective immediately), including a school hat (from the start of Term 3), so that our students are readily identifiable. Feedback from parents so far has been strongly in support of the initiative, for the children's safety. Further, some parents expressed that supervision on school excursions can be problematic if the children are not wearing school uniform, so the policy is to be extended to excursions also. There was also very positive feedback for the 2nd Chance Uniform Stall, especially regarding making the uniform affordable. It was suggested that P+C fund 25 hats for discretionary supply via the Principal (or staff), for the benefit of children who need them for the park or excursions. (Proposed: Rob Taubman; Seconded: David Finlay). The hats will need to be labelled and numbered, and a sign out system must be implemented at the gate, to ensure that the hats are returned. If the hats are ordered by the school GST can be saved, and P+C can then reimburse the cost.  
⇒ **Maria Lambos to coordinate hat order and sign out system**
- The Government funded security fencing is going ahead – the tender has gone out for provision and installation of the fence. Hopefully installation will occur during the upcoming school holidays, ready for the start of Term 3. After this, all gates will be locked during the school day, with

intercom / CCTV access at the main gate near the office. All existing gates will be replaced (including the one to the BFR shed), and the 'missing' section of the fence behind the sandpit area will be added so that the grounds are fully enclosed and secure.

## 6.2 Playground Upgrade

- Departmental sign-off has occurred for Stage 4 of the playground upgrade, the documents should be available next week to provide to CBP to release the funding.

## 6.3 Lockdown and Evacuation Drills

- One of each of these drills will still take place this term, in fulfilment of departmental requirements. For the reassurance of any apprehensive students, these drills will be announced on the morning of the day they are to occur. A Skoolbag update will be sent out to parents after each drill has occurred.

## 6.4 IT Levy

- Currently around \$22K of the projected \$26K for the IT Levy has been received. From these funds the 5/6S smart board has been replaced, and 15 laptops have been purchased and are in the process of being built and prepared for use within the school.
- The smart board in the KD classroom unfortunately was damaged last month and needed to be replaced (\$2744). This was outside the scope of the 2017 IT Levy plan. In order to replace this expediently so that the class could continue with their work, P+C funds were approved by the Executive, to be voted on at this meeting. Replacement of the board by the P+C was approved (Proposed: Cliff Philipiah; Seconded: Les Schmalzbach).
- The question was raised whether it is possible to put a maintenance contract in place, for repair of school IT resources which are no longer covered by warranty, and whether this would be financially expedient.
  - ⇒ **Maria Lambos to enquire whether any other schools in her network of contacts use anything like this**
- It was proposed that P+C advance \$14K to the school to underwrite the further IT purchases proposed for 2017 in the IT plan, in order that these items are received and able to be used for the second half of the year. Any further funds received by the school will then offset this advance. (Proposed: Rob Taubman; Seconded: Sophie Knox).
  - ⇒ **Belinda Mikhail-Gogos to provide P+C Executive with a list of IT resources from the plan to be purchased with these funds, for approval**

## 6.5 Sporting Shelter

- After a team from BPS participated in a very wet Paul Kelly AFL Cup today, a request was made by Miss Clay for P+C purchase of a BPS branded marquee (\$1193.78), for use by the school at various sporting events and carnivals throughout each year. This would provide shelter for the staff and students in attendance, and give our school a 'presence' at interschool events, instilling pride in the BPS students who are competing. It was agreed that this would be a useful asset, as extra marquees are also always needed at the BFR, and a school branded one would help advertise the BFR as a BPS fundraiser. The issue of transport and assembly was raised prior to approval, as the 3x6m desired size was noted to weigh 37kg, and the folded dimensions were not provided (would it fit in a teacher's car, could it be assembled by a teacher plus students at a carnival?).
  - ⇒ **Miss Clay to respond with further details of (folded) size and transport feasibility, prior to approval**

## 6.6 Investigative Learning

- Angela Curry presented an update on the implementation of Investigative Learning (IL) within Stage 1. This is already in place in the Kindergarten and Year 1 classrooms. Qualitative feedback on this format from the teaching staff is enthusiastic, indicating that the students are more engaged and settled, and attaining learning goals quickly. Parental feedback was also positive. Planning for Year 2 Terms 3 & 4 curricula is underway and the Year 2 teachers requested \$8K funding to extend the IL

format to the Year 2 classrooms, with the necessary classroom layout and learning stations having been planned, and an inventory of some of the required resources prepared. Donations from families may be possible to provide some of these items. Flexible learning furniture is also desired to facilitate the IL approach. The \$8K funding request was approved, with P+C also requesting a longer term plan for the desired rollout of IL across the other school years, including any projected costs (as available), to aid P+C planning. (Proposed: Rob Taubman; Seconded: David Finlay).

⇒ **Maria and staff to provide a projected plan for IL implementation within Years 3-6**

## 7. Finance Report

- The current cash balance stands at \$176911 at 31 May, and is adjusted to \$99242 accounting for funds already allocated. It was noted that these funds include around \$62K from fundraising, including \$50K from BFR16, plus the welcome breakfast, parent drinks, Mother's Day chocolates, 2<sup>nd</sup> Chance Uniform Stall, and also \$7K from canteen. (Hooray for Vanteen!!!! that is, Canteen... 😊) A \$1000 cash cheque for canteen expenditure was approved. (Proposed: Rob Taubman; Seconded: Cliff Philipiah).
- The P+C levy is going well, contributions are at around \$11K, with 70 families having contributed so far. The likely upcoming large expenses are a possible canteen upgrade, IT resources, readers and further contributions for the playground.
- The regular \$350 / classroom (\$4900 total) P+C contribution for semester 2 was also approved. These funds are for teachers to buy resources for their own class group, at their discretion. (Proposed: Cliff Philipiah; Seconded: Rob Taubman).
- Prior to the meeting, the staff were invited by P+C to put together a list of any (non-IT) classroom resources currently needed, for consideration: there was not time for this list to be presented in detail, but the total came to \$4061.26, including storage trolleys. This expenditure was approved. (Proposed: David Finlay; Seconded: Sophie Knox).

## 8. P&C Goals and Issues

- A/C update  
The majority of feedback received so far was in support of natural ventilation being explored. One possibility is the installation of some extractor fans to aid airflow, particularly when the blinds are down. To be discussed further at a future meeting, when the weather is warming up again...
- 2016 / 2017 P+C Goals comparison  
⇒ **Rob Bennett:** On hold
- 2017 P+C Levy  
Van is going to prepare an updated levy poster using the details of the funds received, for publication in the newsletter. These will also be distributed via a bag drop to all students.
- Cobden & Hayson / Balmain Markets Stall  
The opportunity of the Balmain Markets stall has been advertised to parents, and will be re-advertised in the upcoming newsletter.
- Lost Property system & 2<sup>nd</sup> Chance Stall  
The new bin is in place. Alma Dayawon has offered to coordinate an after-hours opening of the 2<sup>nd</sup> Chance Stall, perhaps 5pm once a month, for the benefit of any parents who are unable to attend on Wednesday mornings. Once this is arranged it will be advertised to parents, including a request for donations of unused uniform items.
- Community Consultation Funding  
Further to Maria's previous request for contributions to purchase a new electronic sign with this funding, Cliff announced that the Bank of Balmain / Rozelle has generously offered \$5K towards the cost of the sign. This reduces the outstanding cost to \$2100; or \$1050 each for P+C and ESC, if both

contribute. Maria reported that initial discussions with ESC regarding financial support for the sign were positive, and will be voted on at their meeting this evening. A \$1050 contribution from P+C was approved. (Proposed: Mark Chambers; Seconded: Cliff Philipiah).

- Working Bee and Fencing alignment  
It was suggested that the Frog Pond area working bee be held off until after the new fencing has been installed, so that any necessary tidy up can occur. This timeframe is also beneficial as any new plantings etc are best undertaken in spring when there are more stocks available, and the weather is better for plant establishment and growth. Scott Feeney has experience with this kind of project, and has volunteered to coordinate the Working Bee. Thank you Scott!!!
- Athletics and Sports Clothing  
Deferred to next meeting.
- CAPA Showcase – funding  
Deferred to next meeting.
- Spanish  
Spanish lessons have begun two mornings a week, before school (at student's own cost). There are currently 12 students in each of the classes, with the majority of students attending both lessons.

#### **9. Events Calendar**

- Term 2 Disco – 6-8pm 16 June, now live on Flexischools, 77 tickets sold so far
- Mother's Day Chocolates – 71 orders were received, raising \$237 for the P+C
- Father's Day breakfast – Friday, 1<sup>st</sup> September from 8am
- Council Election – BBQ and cake stall, 9<sup>th</sup> September

#### **10. OOSH Report**

- Nil

#### **11. Canteen report**

- New Healthy Eating Guidelines and Canteen Upgrade  
Modelling of possible options for implementing the new guidelines has been carried out (by Van, Karen and Sophie – thank you very much, ladies!), and the current model of a community canteen, run by volunteers one day a week, will be retained. This model has been very profitable. Increasing the number of days would require an upgrade of the canteen (which may not be feasible), would double the number of volunteers required, and would significantly reduce the canteen's profitability as a paid manager would be needed. The current menu will be updated in line with the requirements of the guidelines, with some exciting new menu options! (More details coming soon...) Negotiations with suppliers are underway, but prices will increase as foods complying with the guidelines are more expensive to provide. Once finalised, the details will be published for the benefit of parents, along with promotion of the amazing funds that canteen raises, and the ongoing need for more volunteers.

#### **12. Any Other Business**

- Year 6 Farewell  
This event will be run through Flexischools this year, for simplicity, but as the funds from Flexischools are not received until the completion of the event, P+C will underwrite the costs so that necessary booking deposits etc can be paid (around \$3-4K).

**Meeting closed 9:25pm**

**Next meeting: Wednesday 2<sup>nd</sup> August 7.00pm in the Balmain Public School staff room.**