

Meeting Minutes Wednesday 3rd May 2017

Present:

BPS: Maria Lambos, May Ellwood, Jo Edwards

P+C: Alma Dayawon, Anne Irvine, Arabella Fatcher, Bidy McDermott, Candy Jenkins, Cliff Philipiah, David Finlay, Matthew Wilkinson, Nyree Morrison, Rob Smith, Rob Taubman, Sophie Knox, Trevor Chaitow, Van Allen, Vanessa James, Sophie Goodman, Victoria Lush

Minutes recorded by: Lyndal Rutgers

1. Welcome

Meeting opened: 7:05 pm. Welcome and acknowledgement of country from Sophie Knox.

2. Apologies

Andrea Smith, Melissa Slavin, Jane Williams, Shanel Cameron, Melissa Daniels, Les Schmalzbach, Ariana Davis, Belinda Mikhail-Gogos, Lynda Lovett

3. Previous Minutes

April 2017 – Minutes accepted (Proposed: Bidy McDermott; Seconded: Nyree Morrison).

4. Actions Arising

Outstanding actions from previous minutes:

- Comparison table of school 'wishlists'
⇒ **Rob Bennett, ongoing due to IT issues**
- Confirmation of the number of rubbish and recycling bins in the playground which require repair or replacement (shared cost between P&C and ESC)
⇒ **Maria Lambos, ongoing**
- Confirmation of the necessary repair / replacement of the P&C bbq frame
⇒ **Cliff Philipiah, awaiting a quote**

5. Correspondence

5.1 Information from P+C Association regarding Gonski funding – details as per recent news reports

5.2 Offer from Wests Tigers regarding game attendance – if a group from the school were to attend, the team mascot could come and visit the group in the stands; for a group >50 the students could form a guard of honour etc. It was suggested that the details be published in the school newsletter, as this may be of interest to various members of the school community.

⇒ **Maria Lambos to publish details in school newsletter**

6. Principal's Report

6.1 Playground Upgrade

- Stage 3 of the playground upgrade (\$32400 – paid for by ESC) was completed in time for term 2 to begin (yay!). The repaired bell post is still to be added, this is expected to happen on Saturday 20th May while children are not present, weather permitting. Lines are now occurring on the new synthetic grassed area, in the sun, which is much more pleasant in the cooler

weather. Feedback from staff and students is that all are enjoying the use of this new space. Thank you ESC!!

- ULP are drawing up more detailed plans for Stage 4 (the current weather shed area), to be broken into two stages. Stage 4 is being undertaken before Stage 2 (the asphalt section between the two completed stages) in order to use CBP Grant money before the March 2018 deadline. ESC has agreed to contribute \$20K to this stage, thank you again ESC!! There have been some process changes regarding submission of paperwork, and ULP have advised that they have recently been winning tenders of projects they have designed.
- Due to an issue with a Kindergarten child repeatedly leaving the school grounds, the school qualifies for replacement security fencing – 2.1m high, with crimped spear points at the top. The gates will be replaced also, and all of them will be locked after morning lines, with an intercom (and possibly keypad) at the gate near the front office, for the safety of all students. We are awaiting notification from DPW regarding when this will take place.

6.2 Lost Property

- Maria presented details of a large new weatherproof lockable storage box with safety hinges (approx. \$300) for collection of lost property items. This would be placed adjacent to the stairs leading to the front office, allowing parents to access it after hours to retrieve lost clothing items. This could also remain unlocked over the weekend. It was suggested that a class roster system be established of parents to empty the box at the end of each month, dispose of any rubbish, launder the clothing at P+C expense, and donate all remaining items to the 2nd Chance Stall, or to charity (in the case of non-uniform items). It is hoped that this system, with improved access, will encourage greater responsibility for belongings as much of the lost property is labelled but is not being collected. Approval was given to purchase the box and trial this new system.

6.3 Request from Penny Biggins

- After attending a music professional development training day at Mascot, Mrs Biggins was very keen to introduce djembes (African drums) into the school music program, and felt they would be very engaging for students of all ages. She requested an additional \$1500 to enable purchase of eight 20cm djembes and three 26cm djembes, for which there is already storage space available. This request was enthusiastically approved, and all look forward to hearing the drums in action!

6.4 Upcoming Events

- Term 2 Disco – Friday 16th June
- Athletics Carnival on Friday of Week 9, Term 2
- Halloween Disco on Friday of Week 3, Term 4

6.5 CAPA Showcase

- At this stage this event is likely to take place in Term 4. It is intended as an opportunity for families to come and enjoy all that the students have been working on throughout the year. The current idea is an outdoor stage for class performances, possibly with a hired marquee in case of bad weather. The event will possibly be held on a Friday afternoon, from midday, and may even extend beyond 3pm to enable more families to attend. ESC would need to be notified – but they could also be invited to participate. Use of the BFR sponsor tents was offered to extend the undercover area for spectators, if needed.

7. Finance Report

- The current cash balance stands at around \$116870 at 30 April, and is adjusted to \$57520 accounting for funds already allocated. It was noted that the BFR cheque is yet to be banked. The P+C levy has launched, and 39 families have already contributed. The likely upcoming

large expenses are a possible canteen upgrade, IT resources and further contributions for the playground.

8. P&C Goals and Issues

- A/C update
Discussions are continuing on this issue, the current thinking is to purchase some portable units during winter sales, and trial these on the top floor next summer, as a lower cost solution. If this proves ineffective the next likely step would be installation of split system units. There has been some discussion regarding fundraising, more details will be presented at future meetings.
- 2016 / 2017 P+C Goals comparison
⇒ **Rob Bennett:** Ongoing, due to IT issues
- 2017 P+C Levy
The levy was launched at the beginning of term, with 39 families having contributed so far, thanks to those who have paid. Reminders will be put in the upcoming newsletters. Van kindly agreed to laminate some A3 levy posters and affix to the school gates.
- Playground Upgrade
ULP has prepared a plan for Stage 4, which would be broken into two parts: Part 1 (\$24K) – break down and removal of the existing structures, including the sandpit, installation of new paving and benches (sandpit area); Part 2 – artificial grass and benching where the weather shed currently is. At this stage there is no roofing to the planned new bench areas, but this could be added later (as funding allows). There is currently some timber being stored at the back of the weather shed, which was left over from the long benches along the main building and originally intended to be used for large chess piece storage. This will need to be moved prior to Stage 4 starting, but could possibly be stored under the demountable in the interim. The timber could be used to build benches for the Year 6 area – pending their design.
- BFR Committee - Social Media Vacancy
The BFR Committee are seeking a parent with experience building social media content / profiles / engagement etc (not just selfies...) who could help for this year's BFR. Please contact info@balmainfunrun.com.au
- Community Consultation Funding
As mentioned at the April meeting, the Government has given schools some funding (approx. \$8K) to enhance lines of communication with the community, and community engagement. This must be spent by the end of the year. The guidelines give 7 different categories under which the money could be used. Responses from other schools on how their funding has been used include: digital signage, welcome signs, an 'engaging your community' course, and a virtual school tour for the school website. At this stage Maria and the staff are keen on a digital sign, and have a price indication of \$13K for the sign, plus electrician's installation cost of up to \$1.5K. To go ahead, additional funding would be required from P+C, and possibly ESC. It is likely that Council approval would also be needed, and installation would need to tie in with the new fencing. More to come.
- 2nd Chance Uniform Stall
The 2nd Chance Stall made \$500 in term 1 (well done Mel, Jane and team! Thank you very much!).
- Anzac Day 2018
Anzac Day has been added to the P+C (and school) events calendar, to ensure representation at the cenotaph in 2018.
- Girls Bathroom – hand towel dispenser

It was noted that the hand towel dispenser in the girl's bathroom is broken and unable to be refilled – it needs replacement.

- Cobden and Hayson Balmain Market Stall
This is available on the first Saturday of each month, for anyone who wishes to make use of it.

9. Events Calendar

- Frog Pond Working Bee
Work on this area will need to tie in with the replacement of the perimeter fence. It was suggested that the internal fence / gate be removed, and this area be integrated with the Stage 4 upgrade area, as it is currently not able to be used by students. Given that the frog pond has a hole in it and requires repair, it could be removed for safety and replaced with some bench seats. It is intended that any work in this area be carried out by parents at a working bee, and with a minimal budget – to return it to a tidy and usable state. A date will be set when the fencing / Stage 4 timelines are known.
- Term 2 Disco – 16 June, to be planned at the next P+C meeting.
- Mother's Day Chocolates sales are live on Flexischools, at \$12 / box – these will be delivered to the classrooms on Friday 12th May.
- Entertainment books – as only a few of these were sold last year, the suggestion was made to sell the online subscriptions only, for any interested families.
- Council election - 9th September
P+C will hold a cake stall, bbq, coffee cart etc for fundraising on the day. It was suggested that all those manning the stalls also wear BFR t-shirts for advertising, and have flyers / sign-up available. It was noted (and now officially minuted) that Nyree Morrison makes WONDERFUL cakes, and is therefore a wonderful asset to the school.

10. OOSH Report

- There was no official report, however, it was mentioned that money was collected from OOSH parents to give the outgoing director, Tracey Muccillo, a thank you and farewell gift. A new director has been appointed, and started at the beginning of term 2.

11. Canteen report

- New Healthy Eating Guidelines and Canteen Upgrade
Van presented further details regarding the upcoming changes to school canteens: all food served must have a Health Star Rating (HSR), and nothing can be sold with a HSR of less than 3.5 stars (so no smoked salmon, but Coco Pops would be ok... farewell Tina wafers, and tiny teddies – you will be missed!!). Three quarters of the menu must be 'every day' foods, in every category (snacks, hot food, drinks etc). Portion control is required for any 'occasional' food sold, and these cannot be advertised or displayed. Based on the modelling that Van has done, it is possible to maintain canteen at one day / week, run by volunteers, with minimal changes to the menu – but prices will increase, as the approved food and drink items are more expensive to source. Adding a second day would significantly reduce the profitability of the canteen, as a paid manager would be required, and also twice as many parent volunteers would be needed, which we would struggle to fill.

12. Any Other Business

- Swimming Caps and Athletics Shirts for school representation
In response to a question regarding BPS sports clothing for students representing the school at District and Zone events, it was noted that swimming caps were previously bought and are stored at the school (possibly in Maria's office), and running shirts were bought as the Year 6

farewell gift two years ago, and are also stored at the school. These will be located prior to the District Cross Country carnival later this month.

- Spanish lessons
Following on from earlier discussions regarding language lessons at the school, approval was sought by an interested parent to gauge interest in Spanish lessons being run before school, two mornings per week. Initial enquiries indicated the cost at \$25/class. School classroom hire is \$10/hour. Bonjour Babies currently run French lessons this way. A flyer will be put in the school newsletter for all interested families.
- Westconnex Community Grants
In conjunction with the Westconnex project, grants of up to \$10K are being awarded to various community projects. Further details to come, if relevant to the school.

Meeting closed 9:10 pm

Next meeting: Wednesday 7th June 7.00 pm in the Balmain Public School staff room.