

## Meeting Minutes 7 October 2015

### Present:

BPS: Ariana Davis, Belinda Mikhail-Gogos, Jo Edwards, Lauren Read, Maria Lambos

P+C: Andrea Smith, Cliff Philipiah, David Finlay, Kim Janson, Lauren Read, Mike Fairhurst, Natasha Foster, Nyree Morrison, Rob Bennett, Rob Taubman, Vanessa James

**Minutes recorded by:** Andrea Smith

### 1. Welcome

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Meeting opened: 7.10pm. Welcome from Rob Bennett and acknowledgement of country.

### 2. Apologies

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Jane Williams; Lynda Lovett; Lyndal Rutgers; May Ellwood; Robyn Elmslie; Van Allen

### 3. Previous minutes

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Minutes accepted (proposed Rob Bennett; seconded Andrea Smith).

### 4. Actions arising

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Outstanding actions:

- Plans for improving appearance of entrance to school  
⇒ **Mike Fairhurst**, on hold until result of DEC grant application (Sept 2015)
- BPS IT future needs report ongoing  
⇒ **Belinda Mikhail-Gogos/Maria Lambos**, ongoing
- School bell relocation – awaiting three quotes.  
⇒ **Maria Lambos** to check with Assets whether bell/stand is heritage listed.  
⇒ **Vanessa James** to check on Leichhardt Council website for info re heritage listing of BPS.

### 5. Principal's report

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- Playground upgrade grant application: awaiting news from DoE. Maria Lambos, Van Allen and P+C Exec met with Michael from ULP re adapting plans should DoC grant not be successful. Stage 1 (minus synthetic grass and COLA0 costed as \$64,880 (ex. GST). Grass and amphitheatre to be added if DoE grant successful. ULP could start work on stage 1 end 2015 or early 2016. ESC and BPS P+C paying 50% each (\$32,440). Proposed by Rob Bennett, seconded by David Finlay.  
⇒ **Van Allen and Rob Bennett** to draft text for Maria Lambos to load link from P+C website to PDF of approved plan (designed by ULP); explain funding coming from ESC and P+C.
- IT plan for 2015–2017 presented by Belinda Mikhail-Gogos and Ariana Davis (see Appendix 1). Includes a basic cost of \$15K/year for new iPads and interactive white boards and \$20K/year replacement cost for existing IT (laptops, iPads, IWBs); total ongoing cost of approx. \$35K/year (equates to approx. \$100/student).
- P+C Exec unanimously approved on 8 Sept 2015 a request from Maria Lambos for \$23K expenditure to cover cost of urgent IT items (30 replacement laptops; 1x replacement interactive white board; 1x replacement charging trolley).
- Hat survey results presented. Majority of students, parents and staff in support of introducing baseball cap for all years. Need to ensure SunSmart policy emphasized and continued use of sunscreen by all students.  
⇒ **Andrea Smith** to speak to Pickles re cost and timeline for introducing baseball cap.

## 6. Finance report

- Cash balance as at 30 Sept 2015 \$103,651. As at 30 Sept 2015 adjusted cash position (accounting for outstanding cheques, committed expenditure and interest income received and expenditure for year) was \$59,660 (Appendix 2).
- P+C contribution
  - ⇒ **Mike Fairhurst** to create poster thanking school community for their generosity; to go in newsletter

## 7. P+C goals

Item – teaching aids and ongoing	Cost	Status
Michael Ward Community Award	\$100	Approved (will be awarded at Presentation Day 2015)
Maths equipment	\$2500	Being purchased
Sports equipment	\$1200	Being purchased
Kindy equipment	\$2000	Being purchased
Open classroom furniture	\$16,000	On hold
Item – property and amenities		
Playground upgrade	\$32,440	\$31,780 approved March 2015; to be matched by ESC and contingent on successful DEC submission Revised figure of \$32,440 proposed by Rob Bennett and seconded by David Finlay 7 October 2015
Blinds for Kindy classroom	\$750	Provisionally approved up to \$750 on 7 October 2015. Proposed by Natasha Foster, seconded by Kim Janson.
Item – band, choir, artistic activities		
Visual arts – art program	\$3000	Approved 7 October 2015; proposed by Kim Janson; seconded by Andrea Smith
Visual arts – classroom art	\$2000	On hold
Dance troupe	\$500	On hold
Curriculum enrichment		
Aboriginal education	\$3000	On hold
History topic boxes	\$2000	On hold
History honor board	\$2000	On hold

## 8. Events calendar

- BFR: Report from Mike Fairhurst.
  - Drink stations and Darling St. BBQ on 31 Oct covered by volunteers from each class. Shopkeepers are being asked to dress mannequins in BFR T-shirts.
  - ⇒ **Rob Taubman** coordinating water stations and BBQ volunteers via class reps
  - Sponsors now confirmed; focus is now on registrations and volunteers.
  - ⇒ **Andrea Smith** coordinating on-the day volunteers; email to be sent to school community and 2014 volunteers
  - Nominated charity is paediatrics department at RPA.
  - All families being sent hard copy of an invite to ask friends along to BFR.
  - ⇒ **Mike Fairhurst to send copy of invite to Maria for inclusion in newsletter.**
- Events for 2016
  - Feedback is kids would like social event such as disco. Possible staggered event, K–2 then Y3–6. \$5 entry to include drink/snack. Drop off, parents don't need to stay. Possibly term 2 2016.

**9. OOSH report (Richard Banks)**

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- No report/ESC Management Committee representative.

**10. Canteen report**

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- No report for canteen.

**11. Other business**

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- Jo Edwards requested on behalf of Pauline \$350 for readers suitable for older kids who are getting assistance with reading (2x 12 sets of books). Proposed Rob Bennett; seconded Kim Janson.
- Maria Lambos requested on behalf of Ariana Davis (Kindy) blinds for windows. Provisionally approved up to \$1000. Proposed by Natasha Foster; seconded by Kim Janson.
- Maria Lambos requested \$3K for art materials for art program ready for start of term 1, 2016. Proposed by Kim Janson; seconded by Andrea Smith.

**Meeting closed 9.12 pm**

**Next meeting: Wed 4 November 7pm in Balmain Public School staff room**

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# Balmain Public School - IT Plan

ENHANCING  
QUALITY  
TEACHING &  
LEARNING

## STRATEGIC DIRECTION 1 ~ LEARN

(2015-2017 School Plan)

*Enhancing a love of learning through:  
~ Supporting students and staff in becoming 21st Century learners by ensuring creativity, critical thinking, collaboration and communication*

- Productively embed iPads, laptops, digital tools and 3D printing into teaching and learning programs.

## Current existing technology at BPS

### Interactive Whiteboards (IWBs)

- one IWB in each class x 13 (including 2 x LED panels) + 1 x IWB in Library = 14 IWBs
- **As at 14/9/15 - eT4L rollout (DoE) - ordered 15 laptops which will be assigned to each IWB (+ 1 spare for 14th class)**
- **\*\*as at 15/9/15 - 9 Kindergarten children required to form a 14th class in 2016 - need to factor in an LED panel for 14th class)**
- Status of IWBs:
  - KA - old board, new projector (should be ok for another 2-3 years?)
  - KC - new LED panel on stand - BPS purchased 2015
  - KD - still under warranty (a couple of years?)
  - 1R - 2010 purchase - out of warranty - working ok
  - 1/2P - 2010/2011? one-off supply/installation by DoE (Connected Classroom - Video Conference room) - out of warranty
  - 2B - out of warranty - working ok
  - 2E - old board, new projector (should be ok for another 2-3 years?)
  - 3B - multitouch IWB - purchased in 2012 (under warranty until 2016)
  - 3/4C - unsure if still under warranty - working fine
  - 4/5M - small board, students unable to access properly - purchased in 2008/2009 - out of warranty **(2nd IWB for replacement - 2017?)**
  - **5N - out of warranty - regularly has issues (1st IWB for replacement - 2016)**
  - 5/6D - new LED panel on stand - purchased 2015
  - **6L - order placed for new LED panel (as per current P&C IT funding approval 10/9/15 email)**
  - Library - still under warranty (a couple of years?)

## Student Laptops

**Middle floor** - 30 black mini Think Pads (purchased by P&C end 2013/in use beginning 2014)

- approx. 25 in working order - others waiting for assessment/troubleshooting
- 1 x 32 bay charging trolley

**Top floor** - 30 white Lenovo mini laptops (purchased by P&C in 2011/2012?) - OUT OF WARRANTY

- approx. 5 waiting for assessment/troubleshooting - others unable to be repaired (have been written-off set register) - **30 HP laptops ordered - to be replaced by P&C (as per current P&C IT funding approval 10/9/15 email)**
- **2 x 16 bay charging trolleys - 1 has recurring issues - Wilson & Gilkon trolley ordered - to be replaced by P&C (as per current P&C IT funding approval 10/9/15 email)**

## iPads

- 40 iPad airs - 35 donated by community/local businesses + P&C extra purchase of 5 iPad airs for use in 5/6D (due to isolation/distance from laptops in main building)
  - 10 x iPads on ground floor (in KD's room) + 1 x 10 iPad charging/security unit (school purchase)
  - 10 x iPads on middle floor (in 6L's room) + 1 x 10 iPad charging/security unit (school purchase)
  - 10 x iPads on top floor (in 3B's room) + 1 x 10 iPad charging/security unit (school purchase)
  - 10 x iPads in 5/6D's room (above Hall) + 1 x 10 iPad charging/security unit (school purchase)
- 1 x 30 bay charging/app syncing trolley (in Library)
- 1 x MacBook (for app syncing - with syncing trolley)

## Desktops

Each class has at least 1 x desktop for student use (DoE eT4L rollout - all out of warranty)

## **Strategic IT Planning for the Future (2016 and beyond)**

### **2016:**

- 1 x LED panel - \$6000 (14th class)
- 1 x replacement LED panel - \$6000
- 40 x iPad keyboards @ \$60 each - \$2400
- 10 x iPad airtags - middle floor - \$5000 (or iPad Drive) + 1 x 10 iPad charging/security unit - \$700
- 10 x iPad keyboards @ \$60 each - \$600
- 10 x iPad airtags - top floor - \$5000 (or iPad Drive) + 1 x 10 iPad charging/security unit - \$700
- 10 x iPad keyboards @ \$60 each - \$600
- 15 x HP replacement Laptops @ \$500 each - \$7500 (if no replacement required, purchase for classes 13 and 14 to share - use existing working 16 bay trolley)

***TOTAL for 2016 = \$34,500***

### **2017:**

- 3D printer - \$2000
- 1 x LED panel - \$6000 (15th class?)
- 1 x replacement LED panel - \$6000
- 10 x iPad airtags - ground floor - \$5000 (or iPad Drive) + 1 x 10 iPad charging/security unit - \$700
- 10 x iPad keyboards @ \$60 each - \$600
- 10 x iPad airtags - library - \$5000 (or iPad Drive)
- 10 x iPad keyboards @ \$60 each - \$600
- 15 x HP replacement Laptops @ \$500 each - \$7500

***TOTAL for 2017 = \$33,400***

### **2018:**

- 1 x replacement LED panel - \$6000
- 10 x iPad airtags - middle floor - \$5000 (or iPad Drive) + 1 x 10 iPad charging/security unit - \$700
- 10 x iPad keyboards @ \$60 each - \$600
- 10 x iPad airtags - top floor - \$5000 (or iPad Drive) + 1 x 10 iPad charging/security unit - \$700
- 10 x iPad keyboards @ \$60 each - \$600
- 15 x HP replacement Laptops @ \$500 each - \$7500

***TOTAL for 2018 = \$26,100***

*Prepared by BPS IT Committee ~ Ms Belinda Mikhail Gogos, Ms Ariana Davis, Mrs Maria Lambos  
September 2015*

*~ for consideration by BPS P&C ~*

**Appendix 2: CashBook Summary & Projection of Major Expenditure @ 30 Sept 2015**



**Balmain Public School Parents and Citizens Association**

Cash Flow 1 Sep 2015 to 30 Sep 2015

ABN 88 710 438 465

Cash Movement

Cash Balance as at 1 Sep 2015	<u>99,335</u>
Cash Balance as at 30 Sep 2015	<u>103,651</u>
Movement Cash	<u>4,316</u>

Adjusted Cash Movement

Cash Balance as at 1 Sep 2015	<u>99,335</u>
less Prior period cashbook Expenses	
Adjusted cash balance 1 Sep 2015	<u>99,335.19</u>

plus	<u>Income</u>		
	P&C Voluntary Contributions		295
	Interest		64
	Fundraising Income	3367.5	
	Fundraising Expenses	0	
	Net Fundraising		<u>3,368</u>
	Canteen Income	2,699	
	Canteen Expenses	-1484.69	
	Net Canteen		<u>1,215</u>
	Other Income		-
	Net Income		<u>4,941</u>
less	<u>Expenditure</u>		
	Donations / Expenditure	-	625
	Other Expenditure		-
	Total Expenditure		<u>625</u>
	Net Position (Adjusted Position 30 Sep 2015)		<u>103,651.23</u>





## Balmain Public School Parents and Citizens Association

Bank Reconciliation as at 30 Sep 2015

ABN 88 710 438 465

<b>Cash at Bank 30 Sep 2015</b>		<b>103,651.23</b>
plus Unbanked Income		
Fundraising Income		0
(less) unpresented cheques		
cheques	0	
	0	0
<b>Adjusted Cash at Bank 30 Sep 2015</b>		<b>103,651.23</b>
(less) Commitments		
Computers	-22556.5	
Michael Ward award	-100	
Playground Planning	-1155	
Playground 1&2 with Grant	-30000	
Music Equipment	-2700	
		-56511.5
(less) Budgeted Expenditure (to be paid)		
Fathers Day Expenses	-428	
Art Show Expenses	-2416.41	
		-2844.41
(less) Donations (to be affirmed)		.
plus Fundraising Income		
Art Show	15365	
	0	
	0	15365
<b>Adjusted Cash Position 30 Sep 2015</b>		<b>59,660.32</b>