

P + C Meeting Agenda

Wednesday 5th August 2020

Meeting Opened 7.04pm

Minutes recorded by Victoria Lush (P&C Secretary)

Attendees (via Zoom):

BPS: Maria Lambos, Sean Baumann

P&C: Shehana Darda-Teixeira, Alvin Lau, Cliff Philipiah, Victoria Lush, Natasha Foster, Anne Irvine, Peta Joyce, Jason Ockerby, Marilyn Olson, Gemma Puplett, Mick Darda, Doug Talbot, Cindy Scheule, Daniel Tran, Clare Young, Mel Slavin Ash Guven, Liam Reid, Ben Lique, Stas Kudinov, Chandra Shastry, Rob Taubman

Introduction and welcome – Shehana Darda-Teixeira (P&C President)

Apologies – Victoria Lush (P&C Secretary)

Jo Nicholas, Van Allen

New membership – Victoria Lush (P&C Secretary)

New attendees – Daniel Tran/Marcus Heisler

Previous Minutes (July 2020)

Motion to accept previous minutes proposed Shehana Darda-Teixeira, Seconded Cliff Philipiah. **Carried**

Correspondence – Victoria Lush (P&C Secretary)

Confirmed the request to replace hats x 18 has been ratified by P&C Exec and order placed

Update on Belle Property sponsorship requested (Anne Irvine)

Response by Shehana Darda-Teixeira (President) and Victoria Lush (Secretary/co-Vice President)

The understanding was that the contract with Belle had expired, and so the banner on the school was removed – however it had been discussed between Belle and the BFR Committee that their last two payments were given an extension until September – and as such the banner has been replaced on the school. Shehana and Victoria have met with Belle over Zoom to apologise for crossed wires – the impression is that they are interested in a continuing relationship with the school and opportunities for involvement/sponsorship in future events - to be discussed further once we have a plan for how the rest of 2020 is going to look with fundraising and sponsorship opportunities.

It was clarified by Jason Ockerby that while the payment period has been extended, Belle is not still under contract and they have rejected their right of first refusal for sponsorship.

Proposal for pre-approved funding (Rob Taubman) – while the response is linked to Maria Lambos/actions pending below – this request was not addressed properly in this meeting and will be carried over to the next meeting

Principal's Report - Maria Lambos (Principal)

- Reports on-track to be distributed this Friday
- Mid-term parent-teacher meetings planned, however, logistics need to be worked out as to whether we use Zoom and/or phone calls. May have to be staggered over a few weeks, as there are only 3 lines
- Term 3
 - Enhanced cleaning continues
 - 15-minute assemblies - school students/staff only - no additional visitors
 - All visitors providing a service must complete an 'External Visitors to School Site' form each time they visit, even if it is daily
 - SRE/SEE commenced in Week 2
 - extra-curricular activities have recommenced - additional COVID acknowledgement/responsibilities paperwork signed
 - Specialist services allowed onsite - OT, speech etc
 - Incursions and Field trips (outdoors only, such as Field of Mars) allowed
 - Until further notice:
 - Non-essential visitors, including parents/carers not able to be onsite as yet
 - Meetings to continue online/phone conversations
 - Excursions - enclosed spaces
- School Resource fee - as at 04/08/20 - approx. 100 families have paid - IT Levy \$9676 - 118 students - 31%
- IWB's for 1/2L and 1/2M have been ordered, as well as board only for STEAM - awaiting delivery/installation
- Liz Newell - P&C funded until end of Term 3 - 2 x days/week rather than initial 1 day/week we were funded for (as mentioned at the last meeting)
- Meeting with parliament re playground - working committee - handball courts ready to go - design/plan for other possibilities - remaining \$25K (from \$60K grant from DoE)
- School-funded shade shelter - 17m x 11m - has been approved by DoE Infrastructure - works to be completed during the holidays, ready for Term 4
- IT committee - Sean Baumann, Amelia Cooper and Kim Barcenilla - completed full stocktake, with projections and updated the BPS IT Plan - Sean to discuss

BPS IT Plan 2020 – Sean Baumann**Refer attachments**

- **IT Levy Projection V2**
- **BPS IT plan 2020 -2024**

Sean went through the plan and explained changes and increases in pricing:

- Due to an Intel shortage HP notebook previously costed is no longer available, next model available is \$909
- Trolleys – don't really need replacing and have a long life (although noted some do not have their locks working)

Went through the different scenarios (refer attachments)

- Scenario 3 – dream
- Scenario 1 – is realistic and will keep kids happy
- Is a 4-5 year plan

Went through Scenario 1.3 in detail – move to laptops than are also tablets, making iPads obsolete (only ES1 needs iPads/touchscreen as cannot spell/sign in yet!)

- Will work on this scenario and bring more pricing as needs more information – what this looks like \$\$ wise and what parents can afford is to be explored further
- This proposal is a combination of school laptops and BYOD – the school would partner with HP to get good pricing for parents, order through the school but owned by individual children, would last the life of the child at BPS, gives freedom and flexibility

Cliff – query around iPads v tablets/android, usability, access to apps etc

SB response was that this doesn't really matter as most apps are available through websites anyway

Shehana – query around school policy on screen time – where is this at with current thinking around screen addiction and taking learning back to basics/how do they monitor usage? Is managing screen time and issues around addiction taught at school? Research into the dangers of addiction?

SB – response is that on a daily basis they aren't really on them that much (1 hour per day for Stage 2) and that using them for learning/research/literacy etc is very different to gaming. Benefits for future learners and skills/ability to research, develop critical thinking, learning through progression etc. Feels the school is good with screen time, access managed through logins etc

ML – this is manage on the school day – feeling is that with the experience of home learning children have actually realised the benefit of balance (sick of being on front of screens for the whole days learning.....). It is a *part* of the curriculum and will not take over

Natasha Foster – questioned issue around the “have's” and “have not's”? Is there modelling around this? SB said it would be made up with school owned laptops, they will all be the same and it would be introduced over a period of time – long transition period.

Rob Taubman – comment – has noticed with children going to other schools with strong pen & paper focus, that there is still a high level of need for computer competence.

Jason Ockerby – asked about software – is there software the dept owns and installs? How does this work with BYOD?

SB response that there is default software (stage 3 would be different) but install new software when/if needed. Happens with updates when they log onto their device at school.

There was general discussion around whether the IT levy and P&C funds raised would be enough to cover this plan?

Finance Report – Alvin Lau P&C Treasurer

Went through top line financials to July 31st (refer below) position has not changed much since last meeting.

Parents have contributed to the current financial position the P&C is in – and general opinion is we need to find a way to spend it.

Summarised the revenue projections/support for the IT levy plan

ESTIMATED FINANCIAL POSITION BASED ON SCENARIO 1 IT PLAN

Cash Position

Current Cash Position (keeping \$55k in reserve)	134,955
Scenario 1 Immediate IT cost	94,332
	40,623

Revenue

P&C voluntary donation	15,000	
Fundraising activity (eg Trivia/Artshow)	15,000	
Balmain Fun Run	35,000	
Uniform stall	12,500	
		<hr/>
		77,500

Expenditure/Donations

As is IT levy top up	17,349	
Scenario 1 additional IT per annum costs	18,425	
Classroom contribution	16,000	
Reading support teacher	15,000	
Library & readers	7,500	
Maths (eg trolleys in 2020)	10,000	
Playground/Fans/Storage/Solar Panels	5,000	
Repairs & maintenance	3,000	
P&C general costs (eg insurance)	1,500	
		<hr/>
		93,774

Annual Surplus (Deficit)

(16,274)

Options:

1. Increase IT Levy from \$82 to \$182
2. Additional fund raising - BFR as normal
3. BYOD
4. No additional IT equipment

Doug T – queried revenue forecasting/Rob T said revenue assumption is linked to who is going to drive future events – we need baton handover.

Liam R – with BYOD is there a two tiered IT levy assumption – if parents buy one would they also pay the IT levy?

Overall response to these queries is that the funding/costs still need to be thought through – IT levy is more than just laptops, option to increase levy etc – and also all dependent on where fund raising goes in the future. How do we drive real revenue eg with partnerships/sponsorship etc

And all of this hard to move forward in the current environment....

ACTION – Sean B to get more information together on what a BYOD plan will look like and report back

P&C Issues/General business – Shehana Darda-Teixeira P&C President

Shehana added to the discussion around revenue with a summary of the Parent Poll that was conducted to the parent body via Survey Monkey – to gauge interest in possible fund raising activity in Term 4.

Options were (ranked by result):

1 – School Disco

2 – BFR

3 – Trivia Night

Results showed there are worries around COVID and current environment. But good response for those keen to volunteer, just not for leadership roles.

Of the 78 volunteers – 55 are parents from Stage 1, 26 from Stage 2, 20 from Stage 3

But of course, we do not even know what we will be able to do, what can we run at short notice? Need input from BFR and others as to what they see. Need decision tonight on what events can we pull together at the last minute? Scaled down versions? Where are we at with sponsors/business involvement....

2020 P&C Events Calendar – Cliff Philipiah - P&C Vice President**ADDENDUM:****As advised via SkoolBag**

There was a livestream on Monday 17 August, in relation to the latest advice/guidelines from NSW Health and the Department of Education (DoE).

....if the current restrictions are not lifted into Term 4, it (the Halloween Disco) will not be able to go ahead. As the disco is a P&C event, it will require individual parental supervision. As we are all aware, at this stage,

- **Parents/carers and other non-essential visitors are not allowed on the school site**

Activities on hold -

School-based activities that involve large gathering of adults. These include parent/community gatherings such as parent functions, working bees, fundraisers, school BBQs, large parent information evenings, and large on-site cultural events

Art Show Update- Felicity Bowman (not on the call) – a small format is going ahead but as it is unlikely there will be a Trivia Night to piggy-back onto, it will be a smaller standalone event – details to come.

Halloween Disco Update

Can be pulled together quickly as know the format and not too much extra planning required. Relationship with Footsteps secured (providing support for the disco for free/part of deal). After brief tossing around of ideas (in park/rotunda or bowling club) it was decided the best way is to hold on school grounds due to safety/containment.

ML confirmed the school grounds can be used for this event as is with school children – need to manage parent numbers/correct forms and checks – but otherwise fine to go ahead.

CP – said no BPS staff required to help – come & have fun but don't work

Will be prizes/food & drink/Yr 6 Fund raising stalls/Belle stall if wanted /Come to Cliff with any ideas

**ACTION – Tentative Date Friday October 30th – final decision due by October meeting
NOTE – post the meeting, Maria Lambos has confirmed that Footsteps is available for that date* subject to COVID condition – we will keep this as an option for now.**

Balmain Fun Run 2020 update - Jason Ockerby/Doug Talbot/Natasha Foster

There was a lot of conversation around what the BFR means to the school and parent body – recognised the incredible contribution that those involved have made in the past and now. Do new parents realise the importance of the BFR and the \$\$ it raises, significance in the greater community. It is an exceptionally well run event and is well regarded in the running community. Need to recognise that we have an asset in the Fun Run.

Big general themes for the decision making around the options for the BFR 2020 were:

Jason - they have been holding off making a decision but now looks close to zero the option of running it in its current format, restrictions to be COVID safe, even though outdoor (seems unfair) but will be unlikely raise money or even if we can hold an event. Do we make a decision now or next meeting? Event people and council are very keen for something to be run, but at the same time there are a lot of other running events that are being cancelled. But there is a lot of support for us to do an event *because* so many others have been cancelled. Do we do something like “Strava” a virtual on-line running device that we could run a virtual event through?

Doug – drivers are two-fold – can we hold it due to COVID and is there an Exec BFR team who can see it through to completion without key roles. Time wise, the ship has sailed and we cannot run anything like we did in 2019 – has to be a cut-down version now or virtual. Has been approached by “Everyday Hero” to help run an event where they facilitate and take a percentage. Whatever we do we need event organisers. And we still need volunteers.

Natasha – Event coordinators ensure security of the event, know what’s involved and why - thinks it doesn’t matter if we do not run one this year, it can be run next year – and the event company can basically run it on their own. What are we going to do in the future?

Alvin – queried Jason and the current BFR team that if there was a decision to run a scaled down version of the BFR event this year, can the current BFR team commit to coordinating?

Rob T added that we do need new drivers of the event to come on board to start taking over (Natasha commented that would be very hard for anyone new to put their hand up for a leadership role in such an unknown year.....)

Clare Young – brought up the fact that as there is such a lot of good will and regard in the community for this event – can we look at a virtual event? Is there money in printing T-shirts – can we get a sponsor to do that? Would an idea like this bring revenue?

(Doug/Natasha - replied that the revenue comes from entry fees and sponsorship – merchandise is run at cost/promo opportunity for the sponsor)

Rob T – or a “Walk-a-thon”

Shehana – when do we make this decision? Are we going ahead? Is the current committee willing & able to look at running “something” this year?

Gemma Puplett – agreed with Clare, can't run current BFR – also suggested a virtual event as a school fundraiser – had good ideas around sponsorship/prizes

Rob – also picked up that everyone seems hesitant about a physical event but looking at a virtual event – kids would be sponsored by family members as well.

Mick Darda – - to run a similar event what the deadline? Law says we cannot run the event in its current format (capacity caps even in outdoor gatherings) – so what does the next version look like – let's find the best version of virtual/modelling/revenue etc and own it moving forward.

Ben Liquete – let's get everyone to agree what's on/off the table. Virtual? Physical? It is a fabulous brand, whatever we offer brings continuity

Marilynn Olson – A new Stage 1 parent, is aware of the amount of work the current BFR committee has put in – a lot of work and burnt out – happy to take the lead on best practice and other options for a fun run or similar event – what's possible and exciting

ACTION – Marilynn Olson to look at other options and report back

ACTION – BFR Committee will go away and come back to P&C in the next two weeks – look at what options are feasible

Maria L – added that at this stage the school is allowed to have a carnival (just no spectators) so could certainly do a school sponsored “walk-a-thon” day at Birchgrove Oval, school can organise a bus etc.

Could still do T-shirts etc

Doug T – said this is what the “Everyday Hero” does – facilitated through a digital platform

Welcome to New Parents 2021 Update - Mel Slavin

Update – confirmed with ML the return to school 2021 – 1-6 Jan28th and Kindy Mon 1st Feb?
Confirmed!

Mel is starting to work on the Welcome to New Parents – has set up a Facebook Group and getting info out through community groups.

In the absence of an actual school information night, hopes to get involved in a virtual one (Maria is planning to create a virtual pre-record one with FAQ etc 0- Shehana will also contribute to this.)

Please get the word out to parents who are/or know other parents who have kids starting ion Kindy 2021 – Gemma Puplett has volunteered to help

Planned to have a morning tea welcome on the first day of school

Actions Arising – Shehana P&C President

- Parent POLL – has been done – results given previously – overall theme is that we have lots of new volunteers that we need to follow up with and engage
- By Sept the P&C to have a Strategic Plan Directive Shehana Darda-Teixeira
 - Short/mid and long-term strategy
 - Email has gone to parents asking for interest in involvement – responses have been coming through
- Update IT 3yr/5yr plan - Sean Baumann – done – refer previous

OOSH Report/Eaton St – comments left by Anne Irvine/added Mel Slavin

Message to go out to parent body is that there are still places available in both Before and After School Care – please get applications in.

ACTION – Maria Lambos will put in newsletter – has asked for details to be sent through

Uniform Stall Report – from Alvin - P&C Treasurer

The uniform stall has now contributed an incredible \$42K to the P&C – and while ordering has slowed, they are about to transfer \$20K to the P&C account.

Rob T – pointed out that we all need to recognise what an incredible achievement this is and to thank the team involved in making this happen

Ordering has slowed in the current period.

Any Other Business – Shehana - P&C President

Jason O – asked if there was any update on the air-conditioning and govt plans? ML replied tha it will happen, when, we don't know....

Natasha F – asked ML for a soft copy of the form for visiting volunteers (especially for recurring visits so they can be pre-filled and ready to give).

Meeting concluded at 9.20pm**Save The Date – future P&C Meetings**

2 September/7 October/4 November/2 December

All P+C meetings take place at 7pm in the school ConneXion Hub, unless otherwise notified.

NOTE – 2020 August meeting and all Term 3 2020 meetings will take place via Zoom