

## MINUTES OF LANE COVE WEST P& C MEETING

Held Monday 01 November 2010 at 7.00pm in the library

1. **Chair:** Meeting declared open at 7.10pm by D Strassberg  
**Present:** D Garkse, J Modesto, K Shelton, K Nash, L Franck, J Levett, J Doherty, P Brown, R Bonwick, F Vaccher, E Evans, S Blythin, J Thompson, L Darton  
**Apologies** K Vaccher, J Corlett, D Davies, K Schliebs, S Ellery-Plunkett
2. **New Members** F Vaccher, L Darton
3. **Minutes of Previous Meeting**  
The minutes of the last P&C meetings were tabled.  
Motion: That the minutes for P&C meeting held 10 Sep 2010 be accepted.  
Proposed: K Nash  
Seconded: J Modesto  
Motion Carried.
4. **Motions voted on since last Meeting**  
Nil
5. **Matters arising from the minutes**  
Nil
6. **Correspondence**
  - Certificate of Currency for P&C Insurance
  - P&C Insurance Receipt
7. **Reports**
  - **LEAP Presentation**  
Elizabeth Evans was invited by the Mrs Doherty to present the results of the Eco Snap Shot Day held in May. Main points as follows:
    - Scrap came along to look at 5 different areas within the school
      1. Solid waste
        - 60% of this waste was food
        - It included lots of untouched fruit and sandwiches
      1. Materials use and material sources
      2. Energy use
      3. Water usage and storm water
      4. Biodiversity
    - The kids come up with the solutions to the findings
    - LEAP are working on a new environmental plan with the school
    - There were a list of recommendation developed and now these are being actioned
      - Leap would like to launch a garden club for 1 lunch time per week
      - Oval is a big item on the plan and it will need proper irrigation for it to be successful
      - Large scale worm farm
      - Education plan for the kids, especially about food wastage
      - Solar plan
        - Solar is on the Hall but we have the potential for extra

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- Judy has also arranged with the Dept of Ed for the old bubbler shed to be revamped including new bubblers and painting
- Mrs Potts will be the school environmental person next year

### ➤ **Principal**

Main points as follows:

- Thanks to Pip for reliving for T3 during Judy's long service leave
- Both choirs performed well at the Opera House last term
- Staffing
  - Rachel Saul is working M-T with another teacher taking her class on Fridays
  - Jess Funke and Sharmin Adeggra are sharing 1F for Term 4 with Mrs Adeggra taking the class on M-W and Miss Funke on T-F
  - Mrs Potts and Miss Funke will both be permanent LCW teachers next year
  - Mrs Metcalf is moving to another school
  - Loraine Blake is the new Assistant Principal for 2011 appointed due to growth of school
  - Mrs McCormack has recently become engaged
- The new demountable classrooms required for 2011 are due to be installed although it will be an easier placement as the footings etc still remain from when the old ones were removed
- Swim school
  - Years 3 & 4 will be in week 5 & 6
  - Years 1 & 2 will be in week 7 & 8
  - Years 5 & 6 will no longer do swim school
    - Parents queried if Years 5 & 6 will be allowed to do the Surf Ed if they have not attended the Swim School
      - Pip to confirm
    - Review of Brewer Swim Program discussed
      - Judy advised this is the only public school she knows of that has a private operator for its swim school
        - Most have Sports & Rec and the children must be over 8
      - Concerns were raised over kindy's doing the swim school in winter and the difficulty in getting make-up classes when children were sick
      - Mentioned that the manager of Lane Cove Aquatic Centre will be new kindy parent next year and has already made significant donations to the school this year
- Kindy orientation starts next week for 4 consecutive Thursdays
  - We have 95 expected but the numbers for next year may change
  - Daniel will speak to the new parents about the P&C in the first week
  - Best start has replaced the orientation quiz so for the children it will be purely a familiarisation / craft exercise
  - Staff will start on Fri 28th Jan, Years 1-6 will start on Mon 31st Jan with kindy starting on Thur 3/2 with Mon-Fri of that week being used for Best Start
    - This year kindy kids will only finish early for 2 weeks ending 18 Feb
  - A thank you to all parents who have volunteered to help with the morning tea
  - One mother has volunteered to organise a play for the new kindy kids in the holidays leading up to the new year so some initial friendships can be formed
- A simple Oval irrigation system is being investigated and more artificial turf is planned for areas where the grass has little hope of being established

### ➤ **OOSH**

Report Tabled. Main points as follows:

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- The centre has 55-60 children attending in the morning and averages approx 70 in the afternoon
- There are 21 bookings for kindy for 2011 already
- Judy Thomson will be attending kindy orientation and will encourage the kindy kids to attend some of the Jan vacation care days just so they are familiar with the centre before the first day
- Wed 15th Dec is the last school day and there is currently a survey out to parents to see if vacation care will be required for the remainder of that week and leading up to Christmas
- There is currently a program survey out and feedback is normally great and feedback is welcome at any time
- The OOSH program for the next school holidays will be out next week once they determine if the centre will be open in Dec at all
- There is a change to the accreditation process and primaryOSHCare is part of the pilot (not LCW)
- The next community meeting will also be a social wine and cheese night for 18 Nov
- The monthly inclusion in the school newsletter will continue

### ➤ **Band**

Report Tabled. Highlights as follows:

- Junior Band = 29 Senior Band = 40 Total = 69
- 10 Year 6's and 2 Year 4's are have formed a jazz ensemble
- Lots of excited year 2's wanting to join next year
  - A big thanks to everyone on the band committee who have helped coordinate this
- Next year Brad will take the senior band on Tue mornings and Alex Silver will take the junior band on Wed mornings
- The gala night is on the 1 Dec
- The band committee will not be asking for funds in 2011 from the P&C
- Financials are good but there is no report due to computer issues

### ➤ **Canteen**

- Lunch orders will continue 5 days per week with cold and prepackaged food only being sold on same days (currently Thur and Fri)
- Parents at the meeting had a consistent view that although the canteen was a treat they did not want to see heaps of junk food on offer
- Parents were very happy to continue the outsourcing arrangement via flexischools and Sweet Temptations but would like to see healthier options in the pre-packaged food like fruit sticks, frozen pineapple rings, frozen oranges etc
- Since there is only pre-packaged and cold food, we no longer have to stop parents with preschoolers or toddlers helping
- Judy would like to see the space used as a learning centre
- Hunters Hill High has just had a commercial kitchen installed so we could look at what they have for ideas
- If we did get a commercial kitchen installed, would that then limit our parent helpers with younger children again?
- Suggestion was made for a parent survey on what parents would like to see in the canteen

### ➤ **Fundraising**

- Halloween Fireworks Night (Robina)
  - Fantastic success with no major incidences on the night

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- It was disappointing the fireworks had to be shortened due to the wind and safety concerns
- There was only one guessing comp winner on the night and the rest will be contacted to collect their prizes
- Early estimates look at \$40k revenue for the night
- Thanks needs to be made to:
  - The class parents who were fantastic
  - Lauraine and John who gave so donated the use of so many items and were the first in and last to leave
  - Susan Snowden for the signs
  - Craig and Brent for the electrics and Sean Rankin
- Next year we may investigate alternatives to the fireworks
- Other things to keep in mind for next year include:
  - More lighting for the pumpkin patch
  - We will need a new rides guy as the current man has sold his business
- P&C would like to thank Robina and Karola for all their hard work throughout the year
- Movie Night
  - Dec 3 will be an end of year movie and carols night
  - Carols will be run before the film
  - Entry will be free but parents will be asked to make a gold coin donation which will go directly to the library fund for purchase of library resources
  - The main aim of the event is not fundraising but as a thank you to parents and children for all the hard work this year
- Calendar for 2011
  - March 18 will be Harmony/Grandparents Day
  - March 26 is Election so Band will do another cake stall
  - April 2 is the Trivia Night - A red carpet event
    - OOSH need to be contacted to confirm babysitting

### ➤ **Treasurer**

Katie was sick and unable to attend. General financials are:

- \$125k in revenue for 2010
- \$100k scheduled for the school as our annual contribution to be voted on in the AGM
- \$25K for 2010 and leftovers from pre 2010 can be used for major items as determined by and voted on by P&C

### ➤ **Uniform Shop**

No Report Tabled. Liz presented summary of where the shop is up to

- Kindy Orientation
  - Jo and Liz waiting for a list but planning underway
  - No back ordering - they will only sell what is there to sell
  - Everything will be done on the day - order, pack, check and payment
  - To avoid queuing, we will get parents to check sizes first, place order and then come back to collect and pay after they have had morning tea
- Liz, Jo and Jackie are keeping the shop running but they are in desperate need for a coordinator
- Options are:
  1. Pay a coordinator to look after the accounts, ordering, volunteers, sales and orientation to replace current volunteer coordinator
  2. Completely outsource to a individual with some control maintained by P&C

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3. Outsource to a supplier
  - More people are likely to volunteer to help with the uniform shop if someone else is paid to do the “hard” stuff like ordering and negotiating with suppliers
  - Margin on some items may need to cover cost of paid coordinator
  - After general discussion it was decided an e-mail motion would be presented to all P&C members to vote on hiring a uniform shop coordinator
    - ~\$22 per hour, 10-15hrs per week
    - Role must be self funded from the shop
    - E-mail motion and expressions of interest in Chatters to go out this Wed
  - General Updates
    - New item - rain hood suitable for excursions is being sold for \$20

### ➤ **Website / Communications**

- Website successfully processed ticket sales of ~\$8K
- Ben Saunders split with previous business partner but still forging ahead for 2011 with new partner and new system based on word press
- We are moving away from Paypal to Securepay

### ➤ **Maintenance Committee**

- Judy will speak to Gareth about arranging a weeding and mulching day working bee

### ➤ **Chess Club Committee**

Report Tabled. Main points as follows:

- During Term 3 for the first 5 weeks the experienced group received coaching from the Sydney Academy of Chess
- A tournament was open to every playing in 3 categories with competition fierce
- Trophies and medals were presented during week 2 assembly
- Thanks to Delphine once again for coordinating the chess club

## 8. **Motions of which Notice Has been Given**

Nil

## 9. **General Business**

### 9.1 2011 Priorities

- Budget payment of \$100k for the school must be maintained
- Major capital works nominated
  - Oval - ~\$50K
  - 5 Whiteboards for the demountable classrooms in 2011 - \$40K
  - Computers in Classrooms - update of furniture and facilities - ~\$60K

### 9.2 2011 Budget Requests

- Budgets requests are due by 10 Nov but the sooner the better

### 9.3 2011 Exec and Non-Exec Positions

- The AGM will be held on Mon 6 Dec
- Other than the uniform shop, we need nominations for the Trivia Night Coordinator and Website

D Strassberg declared the meeting closed at 9.10pm

Minutes taken by Janelle Levett

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----- (President)      ----/-----/----- (date)