

**MINUTES OF LANE COVE WEST P&C MEETING  
Term 4 Meeting 2**

<b>ATTENDEES</b>	<b>DATE:</b> Thursday, 29 November 2018
<u>CHAIR</u> Stuart Turner <u>SCHOOL</u> Tania Weston Callum Thompson Sam Sillipo Rachel Saul	<b>TIME: START</b> 7:03pm <b>FINISH</b> 7:24pm <b>LOCATION</b> Library <b>RECORDER</b> Cassie Howman-Giles
<u>GUESTS</u> N/A	<b>DOC NO.</b> LCWPSPC General Meeting Minutes T4M2 29 November 2018
<u>P&amp;C</u> Cassie Howman-Giles Brooke Townend Michelle Friend Tina Lowry Crystal Shi Jane Lawrence Olejuru Lanfear Phil Hurrell Natasha Skharupa	
<u>APOLOGIES</u> Deb Mounser Tim Butcher Vaughan Patrick	
<u>NEW MEMBERS</u> N/A	

<b>SIGNATURE ORIGINATOR:</b>	<b>DATE SIGNED:</b>
<b>SIGNATURE OTHER PARTY:</b>	<b>DATE SIGNED:</b>
<b>COPIES:</b> P&C Members, P&C file, School	

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**(A) Record of Meeting**

<b>Item</b>	<b>Item Details</b>
<b>1</b>	Meeting declared open by Stuart Turner at 7:03pm
<b>2</b>	<b>Minutes of Previous Meeting</b> The minutes of the last P&C meetings were tabled. Motion: That the minutes for P&C meeting held 7 November 2018 be accepted.

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	<p>Proposed: Stuart Turner          Seconded: Brooke Townend          Motion carried.</p>
<b>3</b>	<p><b>Motions voted on since last Meeting</b></p> <p>That approval be given for the expenditure of \$9,557 (being the net proceeds of the Spring Carnival) to be paid to the School as a contribution to the costs of the Year 5 and 6 sensory garden and sustainability garden projects.          Motion passed.</p>
<b>4</b>	<p><b>Matters arising from the minutes</b></p> <p>Nil</p>
<b>5</b>	<p><b>Correspondence</b></p> <p>Nil</p>
<b>6</b>	<p><b>Motions of which notice has been given</b></p> <p>Nil</p>
<b>7</b>	<p><b>Reports</b></p>
<b>7.1</b>	<p><u>Principal's report</u></p> <p><b>Staffing</b></p> <p>Lyn Wynne has applied for a position at Redlands College and has been successful for the 2019 school year. Amanda Hung successfully applied for Mandarin permanent teaching position at Campsie PS.</p> <p>Lynette Potts is retiring. Merit Selection Term 1. Lachie Nicol will return home for 2019, hopefully back in 2020.</p> <p>We welcome back Jane Parish onto K. Brigitte Campbell, Jahna Sullivan and Freya Halford will join us in 2019. A new graduate was offered a position today. Waiting to hear if she will accept the position?</p> <p>We will go up a class next year due to Kindergarten enrolments. Currently 101 students enrolled. Vacancy has been submitted to Human Resources and we anticipate it to be filled by a graduate.</p> <p><b>School Grounds: Asset Management Fast Track Initiative</b></p> <p><b>Sensory Garden:</b> Paperwork submitted to Assets.</p> <p><b>Sustainable Garden:</b> Completed. Thank you to Deb for her time in addressing the assembly</p> <p><b>Outdoor Blinds to Hall COLA:</b>          Installed on Saturday.</p> <p><b>STEM Classroom</b> – powerpoint shown to P&amp;C with survey results from students, parents and staff. Parent forum met last Friday – additional ideas, google doc set up to continue to add ideas. Looking at potentially some university students doing an concept design for us. Also exploring who the architects were who designed some of the current builds – Lindfield Learning Village, Artarmon PS, Harbord PS</p> <p><b>Parent Requests for 2019</b> – classes formed so no more requests considered.</p> <p><b>Library 2019</b> – We will move to a team teaching model with classes in the library for longer periods of time. Teacher/s teach with librarian. Students will still have the chance to borrow in their library time. Will also open the library 8.55-9.25am for students to borrow books with parents and hopefully after school if</p>

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	<p>we have some parent volunteers 3.25-4.00pm. EOI placed in the newsletter – no takers as yet, but will plug next year at Parent Information Evening.</p> <p><b>Parent Survey – data presented</b></p> <p><b>School Plan 2018-20: 2018 Milestones</b></p> <p>Evaluated of major milestones provided to P&amp;C</p>
<b>7.2</b>	<p><u>President's Report</u></p> <p>No report.</p> <p>Stuart noted the commitment to <b>make a \$50k contribution for a STEM teacher</b> for a 2<sup>nd</sup> year. Members were still pleased to fund this if there was no alternative. Crystal noted that we had more than enough funds.</p>
<b>7.3</b>	<p><u>Treasurer's Report</u></p> <p>No report.</p>
<b>7.4</b>	<p><u>Band Report</u></p> <p>No report.</p>
<b>7.5</b>	<p><u>Canteen Report</u></p> <p>No report.</p>
<b>7.7</b>	<p><u>Fundraising and Volunteering Report</u></p> <p>No report.</p>
<b>7.8</b>	<p><u>Uniform Shop Report</u></p> <p>No report.</p>
<b>7.9</b>	<p><u>Communications / Website Report</u></p> <p>We switched to mailchimp this year for email comms to improve consistency for outbound email comms and to ensure no one missed an email. We can see that on average 65% of people are opening emails to read which is a great participation rate! In addition, we continued to seek help from class parents which is great for volunteer engagement and last minute updates. The website has seen continued traffic – approx. 5000 views in the year. Facebook has also seen more use this year and our closed group now has 395 members.</p>
<b>7.10</b>	<p><u>Chess Club Report</u></p> <p>No report.</p>
<b>7.11</b>	<p><u>Maintenance Report</u></p> <p>No report.</p>
<b>7.12</b>	<p><u>School Banking Report</u></p> <p>No report.</p>

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<b>7.13</b>	<u>Book Club</u> No report.
<b>8</b>	<b>General Business</b>
<b>9</b>	<b>Actions Arising from Meeting</b>  Concluded 7:24pm

**(B) Actions Arising**

Item	Item Details	Action Initiated	Action By
<u>9.1 Arising this meeting</u>			

**(C) Attachments**

The following attachments are included:

1. STEM Classroom presentation

**END OF RECORDS**

*Attachments following.....*