

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

<p>ATTENDEES</p> <p><u>CHAIR</u> Michelle Friend (<i>President</i>)</p> <p><u>SCHOOL</u> Tania Weston (<i>Principal</i>) Callum Thompson (<i>Deputy Principal</i>) Kieran Campbell (<i>Assistant Principal</i>) James Josling (<i>Assistant Principal</i>)</p> <p><u>GUESTS</u> N/A</p> <p><u>P&C</u> Stuart Turner (<i>Vice President</i>) Maheshiká Sirisena (<i>Secretary</i>) Deborah Mounser (<i>Advisor</i>) Phil Hurrell (<i>Communication Coordinator</i>) Crystal Shi (<i>Treasurer</i>)</p> <p><u>APOLOGIES</u> Cassie Howman-Giles (<i>Canteen Co-ordinator</i>) Jane Corlett (<i>Band Co-ordinator</i>) Natasha Shkarupa (<i>Assistant Treasurer</i>) Mel Buskens (<i>Uniform Shop Co-ordinator</i>) Brooke Townend (<i>Volunteer Co-ordinator</i>) Tina Lowry (<i>Vice President</i>)</p> <p><u>NEW MEMBERS</u> N/A</p>	<p>DATE: Thursday, 20 June 2019</p> <hr/> <p>TIME: Start 7:06 pm Finish 8:16 pm</p> <p>LOCATION Library</p> <p>RECORDER Maheshiká Sirisena</p> <hr/> <p>DOC NO. LCWPSPC General Meeting Minutes T2M2 20 Jun 2019</p>
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COPIES: P&C Members, P&C file, School	

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- (B) Actions Arising
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(A) Record of Meeting

Item	Item Details
1	Meeting declared open by Michelle Friend at 7:06 pm
2	<p>Minutes of Previous Meeting</p> <p>The minutes of the last P&C meetings were tabled.</p> <p>Motion: That the minutes for P&C meeting held 29 March 2019 be accepted.</p> <p>Proposed: Olejuru Lanfear Seconded: Phil Hurrell</p> <p>Motion carried.</p>
3	<p>Motions voted on since last Meeting</p> <p>None</p>

4	<p>Matters arising from the minutes</p> <ol style="list-style-type: none"> 1. OOSH Duty of Care arrangement update – Tania noted that OOSH was informed and arrangements are in place to make sure kids are duly picked-up from afterschool activities. 2. Quote for Netball hoop – pending update 3. Lone pine replacement – pending 4. Eating indoors during winter – Tania confirmed the communications were sent out to parents with the information on the decision, school has received positive responses from parents on the initiative, parents will be given the opportunity to provide feedback on this in Term3 survey again, school is working with H&S committee in researching further into the topic. 5. Workers compensation insurance - pending
5	<p>Correspondence</p> <p>Nil</p>
6	<p>Motions of which notice has been given</p> <p>Motion for Social Night spending excess was not passed since enough notice was not given and the figures were not finalised.</p>
7	<p>Reports</p>
7.1	<p><u>Principal's report</u></p> <p>Report attached.</p>
7.2	<p><u>President's Report</u></p> <p>No report</p>
7.3	<p><u>Treasurer's Report</u></p> <p>Report attached.</p>
7.4	<p><u>Band Report</u></p> <p>Rehearsals continue with all the bands working towards the next band workshop day on the 4th August and their performance at the Australian Band Festival on 25th August.</p> <p>Adjudicator comments have been received from the Ryde East Festival and the conductors discussed this with the band students. This feedback will be considered as they prepare for the next performance</p> <p>Senior Band will perform in School assembly in week 7 of term 3 and Junior band will perform in assembly in term 4</p> <p>The band committee has started to plan ahead for next year. If any families have feedback this can be emailed to band@lcwps.com.au or left at the office.</p> <p>Instruments: A new keyboard has been purchased to replace the broken keyboard. A quote has been accepted for the new drum kit and this should be delivered at the start of term 3.</p> <p><i>(presented by Maheshika on behalf of Jane)</i></p>
7.5	<p><u>Canteen Report</u></p> <p>No report.</p>
7.7	<p><u>Fundraising and Volunteering Report</u></p> <p>No report.</p>
7.8	<p><u>Uniform Shop Report</u></p> <p>No report.</p>
7.9	<p><u>Communications / Website Report</u></p> <p>No report.</p>
7.10	<p><u>Chess Club Report</u></p> <p>No report.</p>

7.11	<u>Maintenance Report</u> No report.
7.12	<u>School Banking Report</u> No report.
7.13	<u>Book Club</u> No report.
8	General Business <p>9.1 Kids Disco – Michelle noted that Kids Disco is organised by Netball Club, P&C has sent out the communications with volunteer sheets. Debb noted she has booked the Bob till you drop. Netball club has requested to pick a Saturday instead of a Friday for Kids Disco next year to avoid any conflict with tournament dates and it was agreed that a date for next year will be picked accordingly.</p> <p>9.2 Social night feedback and figures– Phil noted that we got overall 6 star rating from survey and cost of event was almost same despite increased numbers from 200-270. Survey received some feedback on access to food being difficult and heating of the venue.</p> <p>9.3 Artwork merchandise – Debb noted that she has received softcopies from Phil and she will be organising it with vendor.</p> <p>9.4 Teacher appreciation – Debb noted that P&C would like to organise something in appreciation of teachers and requested the school to let P&C know of what they would accept as a gesture.</p> <p>9.5 WWC Check for Sweet Temptations staff (lunch-order) – P&C to query this with Sweet Temptations.</p> <p>9.6 Proposed afterschool enrichment sessions – Big Wild Imagination’s proposal to offer Art Classes was discussed and Callum noted availability of space. For Rugby, Michelle noted that OOSH was willing to share the playground space. Tania suggested this agreement be confirmed in writing from regional office of Helping Hands.</p>
9	Other matters Artwork collage – A P&C member, Ms Olejuru Lanfear presented an Artwork collage which she intends to offer to sell to families of children leaving the school at \$200 contributing 10% to P&C. She noted this will be only offered to families of children leaving the school to minimise any impact to the value of original artworks.
10	Concluded at 8:16 pm

(B) Actions Arising

Item	Item Details	Assignee
1	Replace Lone Pine	Michelle
2	Quote for Netball hoop	Tania
3	Workers Compensation Insurance	Stuart
4	Circulate and publish minutes	Maheshika, Phil
5	Social night excess for approval at next meeting	Crystal, Phil
6	WWC Check for Sweet Temptations staff	Phil

(C) Attachments

1. Principal's Report
2. Treasurer's Report

END OF RECORDS

Principal's Report
P&C MEETING
20 June 2019

Staffing

Library position went to merit selection and was not filled. Readvertised in Term 3.

Viv Bryne – has relinquished her position as Assistant Principal effective 22 July. Will submit vacancy on 22 July and look to fill this position for 2020.

Michelle Quick will return from maternity leave next term, 2 days a week. She will take on Grammar and Punctuation program.

Currently, a shortage across the state with casual and temporary teachers. Department of Education working with tertiary institutions regarding how to encourage more people into the profession. Currently, 800,000 students in NSW public education, with a growth in the next decade to 960,000.

Thank you to Candyce Harding, Bron Dean, Coach Brown, Caitlin McLean, Samantha Silipo, Tim Clifford and Alix Campbell who have volunteered to work on days they usually don't work so classes do not need to be split.

In the newsletter, information regarding splitting of classes – we avoid wherever possible

- Where possible, always split to the same teacher who is also aware of any learning needs, medical conditions, allergies, asthma and anaphylaxis. Any health care plans, risk management plans go with the student
- Where possible, across the same stage so students can participate in classroom activities

2020 Kindergarten Enrolments

Currently have 54 students enrolled for next year. 74 Year 6 students will be departing.

Currently sitting on 615 students, 2 students short of a 25th class.

Executive Director and Director visit yesterday – very impressed with classrooms they visited – 2H students were developing their own success criteria for their writing, Year 1 inquiry learning in the library, school captains talked about the Stage 3 STEM project of designing adaptive technologies for people with disabilities and taught them to use the Virtual Reality equipment and how they are using it in the classroom, 6/5K demonstrated peer feedback in their writing and 3M showcased the use of TinkerCad, the software to design what you want printed on the 3D printers. Very impressed with the high level of learning, but also that each room they went into students could talk about their learning goals and how they know they will be successful, what it means to be in the learning pit.

Staff Development Days

- Monday 22 July is Staff Development Day. School will work with Corwin University on Visible Learning: Feedback that Makes Learning Visible (teacher, student, peer feedback as well as feedback on the task, processes, self-regulation)

Visible Learning Parent Workshop

Have had 2 Visible Learning Parent Forums – well received by parents who attended

Semester 2 will run Parent Forums on Feedback that Makes Learning Visible

Helping Your Child with Anxiety – over 70 parents attended last night. Feedback I have from parents was it was very worthwhile. We will ask Kate Preston, our school psychologist to run some further workshops next semester.

School Grounds

2018-19 School Maintenance: - no further update

- STEM Classroom approved – funded by the school – waiting for an Asset Manager to be assigned
- Sensory Garden – we have approval, at head office for sign off, then out to tender. As a school, we have stipulated that the project belongs to the students and whoever wins the tender must present to the students, get their further ideas and incorporate into the design. Pool fence to be installed as a barrier to the driveway for student safety.
- Landscaping of Cullen St – would like to work out location of STEM classroom before commencing work
- Move Science storeroom to create a multi-purpose flexible learning space for staff and student use
- Ongoing oval maintenance, air conditioning, carpet cleaning, pest control, deep clean of girls and boys toilets and veranda areas
- DoE Maintenance – gutters, gas heaters, stormwater drains, grate drains
- DoE 2018-19 Planned Maintenance – still awaiting communication
- Repainting of girls and boys toilets - completed
- Sand pit area/shade cover

Road Safety – most complaints (98%) to the school is relating to road safety: parents parking over driveways (complaints from neighbours), minor accidents, double parking, getting an infringement notice

Road Safety – Outcome from Road Safety Action Team Meeting

- Move bus stop on Cullen St, potentially change bus route (Henley St, Wood St)
- Look at the Hallam, Cullen, Banksia intersection and the size of the crossing – this will be discussed in July in Lane Cove Council Traffic Committee meeting
- RMS study of Epping Rd
- Penrose – study conducted by LLC
- Signage to reflect our school times 8.30-10.00am – this will be discussed in July in Lane Cove Council Traffic Committee meeting
- Avalon Ave – no parking on one side during school afternoon pick up
- Police and rangers to continue to patrol
- Sustainable Grant (P&C) – active travel map to encourage walking (examples provided to P&C)
- Pole wraps – drop off and pick up areas – Val and Hassaan have actioned
- SRC – videos and posters, get message across in assemblies, newsletters
- Cullen St crossing – teach all students to use crossing, not cross at park incorrectly
- Waiting for outcome of the Traffic Committee Meeting in July and will reschedule another meeting with our parent reps and council representatives and update in next P&C meeting
- Less complaints from community members since the last P&C meeting which is great

NAPLAN Online

- Year 5 students were offered the opportunity to re-sit the NAPLAN Writing Test. Parents were contacted directly. Issue around the country with connectivity.
- Have called the Minister to get the Education Council of Ministers to review NAPLAN in its entirety, not to attempt to compare the 5 groups of Writing and not put any results on MySchool Website (pen and paper, online with huge difficulties, online no issues, online and resat the test with different stimulus with no issues, online resat with different stimulus with difficulties)

Premier's Announcement of High Potential and Gifted Education Policy

- Premature announcement
- Main difference – across all domains of potential (intellectual, social-emotional, creative, physical)
- Broader definition – high potential
- Resources and face to face training will be in Term 3 – 4 phases of Professional Learning for schools
- Opportunities being provided to students inside/outside the classroom:
 - Classroom differentiation of content, processes, products and learning environments
 - Specialised Physical Education and Arts program
 - Stage 3 Production
 - Specialised STEM Programs K-6
 - History/Geography inquiry and project based learning in the library K-6
 - Multicultural Public Speaking Competition – Miss Chan
 - Debating – Miss Kennedy and Miss Szeto
 - Dance – Miss Horsfall and Miss Kennedy
 - Choir – Ms Adams, Ms Sullivan
 - Sport – zone and regional swimming, cross country, athletics, gala days throughout the year
 - Clubs – Art Club, Fencing, Games, Science, Sleek Geek, Minecraft, Robotics, Young Engineers, Coding, Gardening, Kinder Social Skills, Chook Chat, Cooking (Mrs Butler, Miss Campbell, Coach Brown, Ms Adams, Mrs Lee, Kelli, Mrs Silipo, Mrs Gee, Mrs Jangoshian, Ms Moncur, Miss Akhan, Mrs Stepcich)
 - Eureka Prize Competition – Mrs Lee
 - First Lego League – Mrs Lee and Mr Campbell will coordinate an in class and part out of class program
 - Tournament of the Minds – Mr Thomson, Ms Sullivan, Ms Moncur, Mrs Silipo, Mrs Lee, Mr Campbell, Mrs Butler entering 2 teams in STEM and Language Literature
 - Eye Heart Science Competition – unsuccessful applicants invited to prepare experiments for showcasing on Science Day in Term 3 – Mr Campbell
 - Write On Competition – Mrs Silipo
 - K-2 Enrichment Workshop – organised by Ms Saul and supported by Miss Kennedy, Mrs Gee, Mrs Carlson, Ms Sullivan, Mr Clifford, Miss Akhan, Miss Szeto, Mrs Stepcich and Mrs Stephens
 - Years 3 – 6 Enrichment Workshop – Ms Saul and Miss Kennedy
 - GateWays Leadership for Year 6 – Ms Saul
 - GateWays Eureka Writing workshop 'Oh the Places You'll Go' – Ms Saul
 - GateWays Festivals – Ms Saul

Lane Cove West Public School P&C Association

Treasurer Report - Year to date May 2019

20 June 2019

Year to date May 2019 profit: \$30K.

Fund raising activities

The P&C held a number of fundraising activities in May and the proceeds have been:

1. Social Night - \$30K (last year \$33K)
2. Mother's Day Breakfast – a small loss on catering (\$200). Fund raising proceeds \$801 will be donated to UNICEF Australia
3. Election Day BBQ - \$1,525

Financial Position

At end of May 2019, the P&C had surplus funds of \$198k (excluding the band and uniform shop), of which \$66K belongs to Building Fund.

Crystal Shi

Treasurer, Lane Cove West PS P&C Association

Lane Cove West P & C Association
Avalon Ave
Lane Cove
NSW 2066

Balance Sheet

As of May 2019

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Assets	
Westpac General Fund	\$49,817.64
Westpac Building Fund	\$19,398.93
Westpac Paypal Clearing	\$0.00
Westpac Cash Reserve - General	\$206,724.13
Westpac Cash Reserve -Building Receivable - Lane Cove West PS	\$26,784.67
Total Assets	<u>\$302,725.37</u>
Liabilities	
Uniform Shop Clearing	\$71,927.50
Clearing Band	<u>\$32,078.88</u>
Total Liabilities	\$104,006.38
Net Assets	<u>\$198,718.99</u>
Equity	
Retained Earnings	\$168,573.08
Current Year Earnings	<u>\$30,145.91</u>
Total Equity	<u>\$198,718.99</u>

Lane Cove West P & C Association
Avalon Ave
Lane Cove
NSW 2066

Profit & Loss Statement

January 2019 through May 2019

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Income	
Artwork Night Income	\$39,216.01
Membership Income	\$16.00
Election Day Income	\$1,524.64
Sponsorship Income	\$8,000.00
Mother's Day Income	\$4,541.30
Total Income	<u>\$53,297.95</u>
Fund Raising Expenses	
Artwork Night Expenses	\$15,396.22
Movie Night Expense	\$3,292.20
Mother's Day Expenses	\$3,747.42
Total Fund Raising Expenses	<u>\$22,435.84</u>
Gross Profit	<u>\$30,862.11</u>
School Contributions	
Operating Profit	<u>\$30,862.11</u>
Other Income	
Commission Income	\$255.00
Interest Income	\$400.32
Other Income	\$231.08
Total Other Income	<u>\$886.40</u>
P&C Expenses	
Merchant Fees	\$374.50
Other Expenses	\$281.00
Kindy Welcome Drinks	\$947.10
Total P&C Expenses	<u>\$1,602.60</u>
Net Profit / (Loss)	<u>\$30,145.91</u>