

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

<p>ATTENDEES</p> <p><u>CHAIR</u> Michelle Friend (<i>President</i>)</p> <p><u>SCHOOL</u> Callum Thompson (<i>Deputy Principal</i>) Rachel Saul (<i>Assistant Principal</i>)</p> <p><u>GUESTS</u> N/A</p> <p><u>P&C</u> Tina Lowry (<i>Vice President</i>) Stuart Turner (<i>Vice President</i>) Maheshiká Sirisena (<i>Secretary</i>) Phil Hurrell (<i>Communication Coordinator</i>) Crystal Shi (<i>Treasurer</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>) Cassie Howman-Giles (<i>Canteen Co-ordinator</i>)</p> <p><u>APOLOGIES</u> Deborah Mounser (<i>Advisor</i>)</p> <p><u>NEW MEMBERS</u> N/A</p>	<p>DATE: Thursday, 28 November 2019</p> <hr/> <p>TIME: Start 7:05 pm Finish 7:30 pm</p> <p>LOCATION Library</p> <p>RECORDER Maheshiká Sirisena</p> <hr/> <p>DOC NO. LCWPSPC General Meeting Minutes T4M2 28 November 2019</p>
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SIGNATURE ORIGINATOR: _____ **DATE SIGNED:** _____

SIGNATURE OTHER PARTY: _____ **DATE SIGNED:** _____

COPIES: P&C Members, P&C file, School

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(A) Record of Meeting

Item	Item Details
1	Meeting declared open by Michelle Friend at 7:05 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 30 October 2019 be accepted.</p> <p>Proposed: Olejuru Lanfear Seconded: Phill Hurrell</p> <p>Motion carried.</p>
3	<p>Motions voted on since last Meeting</p> <p>None</p>

4	Matters arising from the minutes None
5	Correspondence Nil
6	Motions of which notice has been given None
7	Reports
7.1	<u>Principal's report</u> Report attached.
7.2	<u>President's Report</u> Michelle noted that tasks that were planned were completed during the year. As it is Michelle's last meeting at P&C, she thanked the Executive Committee and the school for the support during her tenure as President.
7.3	<u>Treasurer's Report</u> Report attached.
7.4	<u>Band Report</u> <ul style="list-style-type: none"> Gala night
7.5	<u>Canteen Report</u> No report.
7.7	<u>Fundraising and Volunteering Report</u> Spring Carnival – Brooke noted that year 5-6 kids enjoyed being involved in the event and weather was good on the day, and event was a success.
7.8	<u>Uniform Shop Report</u> No report.
7.9	<u>Communications / Website Report</u> Phil noted: Email Mailing list has just under 800 subscribers who open on average 60% or emails. Facebook now has 452 members and gets good responses to all posts. Website received approx 2500 hits this year, with May being a particularly high month (due to links to Social night) All Events have been well subscribed and met or exceeded last years attendances. We have had a few issues with posts on facebook and will be looking to remind users of our social media policy next term to address this. We are considering a new way of managing volunteers as google sheets is presenting challenges to some user on mobile devices.
7.10	<u>Chess Club Report</u> Liz noted that the Club activities continued during the year with 30 kids and there had been no issues to be noted except the one shared with P&C earlier this year regarding pick up from OOSH which is now resolved.
7.11	<u>Maintenance Report</u> Lone pine is done.
7.12	<u>School Banking Report</u> No report.

7.13	<u>Book Club</u> No report.
8	General Business None
9	Other matters None
10	Concluded at 7:30 pm

(B) Actions Arising

Item	Item Details	Assignee
1	Circulate and publish minutes	Maheshika, Phil

(C) Attachments

END OF RECORDS

P&C MEETING
28 November 2019

Staffing

Assistant Principal position should be filled next week for 2020 start.

Jane Parish is permanently appointed to Chatswood PS.

Chloe Horsfall will take 1 year's leave without pay to travel.

Alex Brawn will be returning to fulltime study. Will job share 1 day a week.

We will welcome Melissa Summers to library position, Laura Begg and Sarah-Anne Raine to classroom temporary teaching positions. Sarah-Anne is currently already working here team teaching in the library and Laura will come to us after teaching at Willoughby and Hunters Hill PS.

Classes 2020

On anticipated numbers to date, we are expecting to commence 2020 with 24 classes. However, the numbers are very close to a 25th class which has implications for the school:

1. Definite numbers will not be known until the start of the new school year due to a numbers of properties in the catchment area for sale or up for lease;
2. The implication will affect Stage 3 classes and will determine whether there is 5 or 6 Stage 3 classes;
3. We are not able to ask the Department of Education for a demountable until we are definitely in the 25 classes.

Kindergarten to Year 4 will not be affected regardless of whether we have 24 or 25 classes. We will send out communication in the first week school returns.

School Grounds

2018-19 School Maintenance: - no further update

- STEM Classroom approved – Architect currently working on 2 concepts. Will get feedback from the students, staff and community.
- Sensory Garden - Urban Landscapes have the project, the student's design, have provided Assets with what can be included up to \$150,000. Students now working out their next 5 inclusions as funding is available.

Traffic

- Callum to do this section

Premier's Announcement of High Potential and Gifted Education Policy – no further update from DoE

- 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

STEM Local School Community Grant

- Still waiting to see if we get the grant

Online Safety Parent Forum

- Will survey 5&6 to see what social media platforms they access and tailor presentation to be relevant for our community

- The session will incorporate the following:
- 1. Social Networks - Addictions, Symptoms and strategies.
- 2. Mental Health - Social networks and the damage.
- 3. The Real Picture - What our kids are actually doing online.
- 4. Challenges - Children are all very different.
- 5. Mobile Phones - When is the right age?
- 6. Online Gaming - How safe is it?
- 7. Teen Culture - Sending Pics.
- 8. The Online Threat - Predators and their trends.
- 9. Headspace - Online Bullying, harassment and isolation.
- 10. Teen conflict - Losing control.
- 11. So, What Now - Ideas, Strategies and tools for parents.
- 12. Questions- What do you want to know about?
- 13. Help - What services do you offer?

Week 8 Planning Days

- Staff will work in 2020 stage groups for planning for next year
- Excursions booked for 2020, Melissa Summers will come in all week to plan History/Geography team teaching, literacy and numeracy program for Term 1, Semester 1 assessment schedule

Air Trunk

- Would like to donate \$50000 to STEM Build. Maybe organise for a representative from Air Trunk to attend Presentation Day for announcement?