

# 15 NOVEMBER 2017

## Meeting Minutes

Meeting held at 237 Bobbin Head Road,  
North Turramurra 2074

In S3 Hub, 7:00pm on Wednesday 15 November 2017

### 1. Welcome & Apologies

Apologies – Darren Murphy

Attendees – Arnie Bhattacharya, Karin van Heerwaarden, Bree Alami, Wendy McKasah, Alex Berthold, Dany Coelho, Briar Taylor, Amy Marsden, Michael Woodrow, Fiona Dennis, Melissa Nikkhah, Fiona Watson, Ralph Hale, Neil Smith.

Meeting chaired by Michael Woodrow

### 2. Acceptance of minutes from previous meeting.

Minutes accepted – Wendy proposed. Fiona – seconded.

### 3. Matters arising from previous meeting:

- Dany to get back to Darren on possible dates for uniform shop working bee. **ACTION** – Proposed scheduling for the start of next year; before Term 1 starts.
- Briar to create a list of the known issues with the toilets. **DONE**
- Bree to take minutes to bank and commence paperwork to make changes to canteen accounts. **DONE**
- Dany, Alex et al to progress re quotes for painting of design onto ping pong table. **ALMOST DONE** – Alex converting the artwork into a graphic that can easily be printed as an all-weather decal. Aiming for end of year.

### 4. Correspondence

- P&C magazine
- Promotional material

## 5. Executive team report

*No report supplied.*

## 6. Principal's report

### T4 W2 P&C Principal Report 15<sup>th</sup> November 2017

All painting and guttering in A, B, I have been completed around the school. In the holidays we managed to get the toilet blocks painted with the approval of the P&C thank you for giving the go ahead so quickly so as not to inconvenience the students. It has freshened and lightened the toilets in there. We have received positive feedback from the students.

The GA has done the following in the toilets: cleaned Domestos –full audit, oiled the hinges, replaced drain covers. Cisterns have been logged and should be completed by next week.

We had already decided to paint a mural on the toilet block starting late this term with the intention of painting over the holidays. This will be done by Mrs Plasto and me and some parent volunteers. We did have a formal quote but they were between \$8000-12000.

### **Thank you**

We have purchased two interactive movable boards from our P&C budget thank you. They are in 1R and 2E. We will eventually replace the others when necessary. I met with Assets manager Craig O'Shea, he came to look at the hall door and pointed out the two steel beams either side of the door. This would mean that we would get an opening less than 4 meters wide, this would not make a great deal of difference to how many more people would have a viewing capacity at concerts etc. He said that its triple brick and would be in excess of \$50000. He then looked at the tree area and the unevenness of the ground and suggested that we focus on that. He suggested it is levelled and fake grass /soft fall as a covering. 240m squared Approx \$50 000. Our asset manager is sending me the numbers of people to contact. I called Mike Baird's office to clarify the use of the grant and to ask if it can be an external area hall upgrade, as in the area immediately beside the hall. They have emailed through to Darren a few weeks ago.

The students have indicated a desire to have more handball courts on the back playground. I have two locations that would be suitable to get concreted. I will get some quotes. Currently the students are improvising with what little concrete they have. I didn't want more concrete but one location would be just joining two current pieces of concrete and another is an area that is currently dirt.

Kindy Orientation 41 registered for kindy next year. The Kindergarten teachers for 2018 are Miss Bidwell and Mrs Muldrew. All other classes and teachers for 2018 will not be revealed until 2018.

### **TNPS Strategic Planning Process 2018-2020**

As we are about to embark on a 3 year planning process, this term an extensive consultation program with staff, students and parents has been undertaken to understand where TNPS is strategically placed, now and for the future. The strategic planning process commenced last week with an executive planning day and a workshop with participation from the all staff. The workshop explored a range of future trends likely to impact our school over the next three years.

We have employed Melinda Zanetich, Director & Master Trainer from 4MAT System Australia to support the development of the 2018-20 school strategic plans by:

- working with the school leadership team to participate in strategic planning as part of the school's improvement cycle
- Co-ordinating the school visioning process.
- using data to identify what the school is doing well and what needs to be done to further improve student outcomes
- fulfilling our governance role by ensuring that the school's planning and practices reflect departmental guidelines and community expectations

Our strategic plan must ensure we are equipped to respond to any change. A common feature throughout these discussions was the expression of respect for the Turramurra North community and a great depth of understanding and appreciation for the school's values and vision.

Over the coming term the Leadership Team is working with staff, and use the community and student feedback to develop implementation plans that address strategic directions in a responsible and sustainable manner. Our plan will be a dynamic document, evaluated and evolving during its life.

We value your opinion so and thank you to the parents who participated in the survey

I ran the surveys for the students in 3-6 which involved talking about what a school plan involves, a visualisation session- imagining this school in the year 2030.

I will publish and the strategic directions in upcoming newsletter.

### **Education Symposium for a changing world.**

I was fortunate enough to be invited as one of only 200 practitioners, policy makers, educators, academia and industry to participate in a symposium to set in motion practices to ensure we best prepare young people to successfully navigate a more complex world. Here we explored learning in the time of artificial Intelligence. We

were presented with current discoveries in AI and heard a discussion by a panel of experts.

We brainstormed some pertinent issues:

1. How might we ensure students master core concepts and rigorously apply knowledge and skills such as critical thinking and problem solving in meaningful ways.
2. How might we better support students to develop important 'non-cognitive' skills such as growth mindset and self-efficacy and ensure they have opportunities to demonstrate them.
3. How might we shape the development of and better leverage, new technologies and tools to suit the context of NSW schools and support teachers to improve the learning outcomes of every student?

## **Dance 2018**

Dance in 2018 will look different. We have employed a professional dance teacher Miss Tahlia, she will run the two special dance groups and the individual class dances. Each class will attend their own dance class, they will learn a dance for the term and it will be showcased during their dance time in week 10. All parents are welcome.

As we have now employed Miss Tahlia, we are hoping to have a Wakakirri dance group. Wakakirri is Australia's largest Story-Dance Festival, involving over 20,000 students across every State and Territory each year. A Wakakirri Story Dance is a 3-7 minute performance by a group of students that theatrically tells a story using a combination of dancing, acting and creative movement to pre-recorded music. Schools can tell any story and use any combination of dance, creative movement, acting, music, props, costumes, sets, and in some cases; film, projections and singing.

Hub Information Evening- Thursday November 23 6pm in the Hub.

## **7. Band report**

### **ACTIVITIES UNDERWAY AND PLANNED**

At our Blow Test Evening over 20 children tried out instruments. We have received 21 applications, and instruments have been allocated for 2018.

## UPCOMING EVENTS

End of Year Concert and Presentation Night - Wednesday 29 November 7.00 p.m. – 8.00 p.m

AGM - Thursday 7 December 7.30 p.m

Community Christmas Carols - Saturday 9 December

Presentation Day - Thursday 14 December

## FINANCIAL SITUATION

We currently have 71 students enrolled (21 Junior; 29 Intermediate; 21 Senior). Over \$30,000 in the bank account. After remaining Band Director fees and instrument service fee, we expect to end the year on around \$20,000, and record a surplus.

## EMPLOYMENT SITUATION

The P&C is funding a Band Manager for 2018. We advertised for the position through the Turragraph, email to existing Band families, and the Band Newsletter. We received one application, and have offered the role to David Bradley. David is more than qualified for the role, bringing experience in music, teaching, and people-management.

## SCHEDULED MEETINGS

AGM Thursday 7 December, 7.30 p.m. Li'l Darlin Surry Hills.

## 8. Treasurer's report

Westpac Main Account	\$18,932.41
Westpac Uniform Shop	\$8,092.51
Westpac Canteen	\$9,531.97
CBA Band	\$30,865.32
CBA Cheque Account	\$35,002.72

Income received from Fundraising (October and November) - \$6224.10

Band to pay yearly servicing by the end of the year – approx. charge of \$5,000

CBA Account will be closed by the end of the year

Uniform shop to commence using Quickbooks online from 1<sup>st</sup> January 2018

Audit has commenced – to be completed by Jan 30<sup>th</sup> 2018

## 9. Canteen report

*Mondays* – We started trialling Mondays on 23 October and it's going well with sales steadily increasing since then:

- 23/10 - \$153

- 30/11 - \$332
- 6/11 - \$340
- 13/11 - \$482 / 60 orders

There's been no impact on sales on Wednesdays and Fridays.

*Admin* – Proposed that we offer Catherine an hour a week or so to do banking/payment of suppliers.

*Dishwasher* – Bree has arranged two quotes – both have come in just under the \$5000 (approved by P&C at September meeting). She's arranging a date for installation during the summer holidays. Dishwasher will be a great addition, both for use by the canteen team as well as the OOSH team who will use it in the afternoons starting in term 1.

*Menu prices* – When it was decided in term 3 to take on an extra paid shift on Fridays to address the low volunteer numbers we set the expectation with the school community that prices would likely increase, starting Term 1, 2018 - in order to cover the additional cost. Bree, Catherine and Karin will meet toward the end of the year to review the costs and incorporate price changes into the Term 1 menu. It's expected that price increases will be minimal. Price changes will be communicated to the school community at the earliest opportunity next year.

*Special lunch* – Last day of term - sausage sizzle.

## **10. Grounds report**

1. The working bee on Sunday 22nd October attracted 14 volunteers who worked hard. It was a good day and volunteers were rewarded with a BBQ lunch at the end to recharge those tired bodies. We worked in four main areas-

- staff carpark
- canteen garden
- hub garden
- native corridor

Work included weeding, pruning, planting and mulching . Thankyou to all who were able to help out. Hope to rally a few more volunteers next year!

2. Ku-ring-Gai council environmental grant was approved for \$1000. The sandstone seating part of grant was unfortunately not approved. Money for native bees and plants only. Cheque presentation next Tuesday 7pm at Council. Money will be used

next year to create a learning garden in top quad with bush tucker plants and stingless native bees.

3. Catrina (year 1 mum) has been working with 1R and they have collected and planted seed which they are growing for next years National Tree Day in July.

4. Ralph has received the plaque regarding the tree planting to top quad. It looks great and will be mounted on a log or sandstone in that garden.

5. Will look at working on whole school plan for next year to target project areas.

### **Other business**

Wendy – Can we remove the shipping container next to the canteen?

**ACTION** – Dany to arrange for a skip bin for general waste to empty the contents of the shipper container (next to canteen) into.

Wendy – Some of the contents (eg furniture) belong to the department so need to be taken off site to the appropriate location (we can't just dispose of them).

Dany has already arranged a skip bin for green waste; waste from the working bee will be disposed of there.

## **11. Uniform shop report**

*No report supplied.*

### **Other business**

Fiona – Suggested selling 2<sup>nd</sup> hand items online, a lot of parents can't make it to the physical shop to take advantage of the 2<sup>nd</sup> hand items available.

Bree – It might be difficult to add as products into the online shop.

## **12. NTOOSHC report**

Convenors report	For P&C meeting 15.11.17 — Last committee meeting 26.10.17
Enrolments/Attendance	<p>Enrolments open to current families on 16.10.17. Families have been contacted if they have not completed, I believe current families have all now completed. Enrolments were opened to new families on 7.11.17. Enrolments are pending approval and will be completed end Nov / beginning Dec.</p>
ACECQA application	<p>Application process with ACEQA to (via a SAO3 online application form) to increase our service offering from 60 to 90 places has been submitted. Just waiting for DEC Ntooshc licence signed to accompany this. Will upload and check on status as soon as that is complete. New licence does include a very large fee structure which will have us paying for the use of this service in 2018: \$22,821.00. Back payment of 2017 may be required that is 2017 \$21,944.20. (GST component we can claim back)</p> <p>ACECQA Application was based on 3.25square meters of space per child. Dany has very kindly given us the Coding Room and use of the Hall in addition to the Cottage and demountable.</p> <p>A comms will be sent out as soon as our application is deemed successful we will inform parent community to let them know we will have 20 additional places available for 2018. Some of these places will be absorbed by waitlist but will offer more working families flexibility around care requirements.</p>
Finances	<p>Term 3 financials delivered (Bree). Becklyn term 4 reports/ budget to / be assess/confirmed. Our Term 4 Becklyn meeting was postponed. New date TBA.</p>
Staffing	<p>Matt is still on leave and will hopefully be back in at Ntooshc next Wed 22<sup>nd</sup> Oct. Roz has been filling in for Zan's shift for ASC and Jane a new Becklyn employee (certified supervisor) will be rostered on 1 or 2 ASC shifts as of next week.</p> <p>We are working with the Executive to look at additional staff options for consideration.</p>
Evaluation VC last term	<p>A round up of VC was sent out to parents via a term 4 newsletter and was a great success, even though numbers were down during the school holiday. We had 2 awesome excusion in week one to Thornleigh mini-golf and Captain Underpants Movie. To tie in with Spirit of Sprint, we had Hatch and Grow program from Henny Penny Hatchings the children got to watch chicks hatch in the incubator. Amazing!</p>
New VC for Dec and Jan is now available and open for booking	<p>Dec program from Monday 18<sup>th</sup> – Friday 22<sup>nd</sup>  Jan 2018: Monday( 15<sup>th</sup>) Built by Kids (inc), Treetops (ex) Bricks and Kids, Wheels day (inc) Barefoot bowls. Games, Flipout, Slim day, Australia day.  New VC looks awesome. A great range of pricing and activities.</p>
Behavioural issues	<p>There has been a spike in behavioural incidences involving children in BSC and ASC so far this term.</p> <p>We sent a letter to all parent/ familes at Ntooshc asking them to observe our code of conduct and asking for cooperation of parents in supporting the efforts of our educators in maintaining a safe and respectful recreational environment for all children and educators. Respect for educators is paramount.</p> <p>Roz has put some practical steps in place to try and curb behaviour including an additional staff member roster on to assist with any incidents of behaviour and to respond quickly. Increase incident reporting to parents to keep them in the loop as to what may have occurred with their children in care. Making the Demountable</p>



	<p>building a 'previledge' for the 4-6s who have come to take that for granted and display behaviour that is not their best.</p> <p>Offering support to children that need a bit of extra support this term with specialized arrangements / assistance for that.</p>
Policy updates:	<p>We will be looking to more closely align our 'Code of Conduct' with Schools 'Code of Behaviour'. We have put a A3 copy of the Schools Code of Conduct up in the Cottage and we will modify (the consequences at the top - i.e.: 5 mins time out) to best suit Ntooshc. We won't touch any of the behaviours or the format.</p> <p>We intent to amend our policies to reflect this and put much more details in around incidence reporting of minor and major consequence to be much more closely aligned with our school in terms of consequence. The Committee will review policies and we hope to take will take place after enrolments have completed.</p>

### **13. Fundraising report**

- Art show is booked for Friday 1st December
- Liquor lenience approved
- P&C notification completed
- Risk assessment completed
- Try bookings set up for ticket purchases, Art work, Calendars and cards. This year's event is all about the Children s Art.
- Thank you once again to the P&C and school for purchasing the Art boards to make this event possible.
- We are still waiting on walk-a-thon monies; we hope going forward a electronic system for fundraising money could be organised.

### **14. Other business**

Meeting ended – 8:45pm