

MINUTES

AUGUST 2015

TURRAMURRA NORTH PUBLIC SCHOOL P&C ASSOCIATION

Meeting held at 237 Bobbin Head Road,
North Turramurra 2074

In S3 Hub, 7:30pm on Wednesday 19 August 2015

1. Welcome & Apologies

Apologies – Fiona Dennis, Emma Jones, Rachel Wald, Natalie Brevig, Wad McKasah, Karin van Heerwaarden, Ralph Hale, Issy Baldwin

Attendees – Alex Berthold, Andrew Brightmore, Bree Alami, Cheryl Nolan, Fiona Watson, Kate Duncan, Kathryn Carey, Rachel Merhebi, Max Schreiber, Philippa Gordon, Sandra Calder, Suzanne Murphy, Wendy McKasah, Claire Knight.

Meeting chaired by Andrew Brightmore

The P&C recognised the outstanding accomplishments of the TNPS Band team, both students and committee, in the recent double awards. A fantastic achievement and equally positive impact to the wider school reputation.

The P&C also recognised the hard work from Ms Ginny Fisher who has been running the school canteen facility during Julie Brightmore absence. A huge thank you for taking up the role during this period.

2. Minutes from previous meeting – Accepted.

Proposed – Philippa Gordon
Seconded - Bree Alami

3. Matters arising from previous meeting –

- School / Principal Financial Reclassification: Andrew followed up P&C Association – they are aware and other schools are concerned too. Nothing we can do at an individual level (further update in Principals section of minutes)
- Bree confirmed re demountables.
- No further actions required from matters arising from last meeting.
- Reference Parent observation on toilets: Paul Taylor visited boys toilets and every stall had toilet paper and all soap dispensers had soap in it. Noted in meeting that the observation was around female toilets. Paul will solve.

4. Correspondence

- Notification of late fees for non-payment of annual service approval fee (NTOOSHC) – passed to NTOOSHC committee for review and resolution
- Reminder for Band for 2014 Annual Information Statement final payment – ACNC
- Reminder for P&C for 2014 Annual Information Statement final payment - ACNC
- Fundraising material
- Invitation to apply for the 2015 Community Building Partnership program

5. Principal's report

Report

From Last Time:

- Asbestos Grounds remediation Schedule for works shared by Paul. Paul also indicated that he has this week written to all neighbours to advise them of the situation and the forthcoming works. Detailed update in School Newsletter.
- Front of school upgrade – The front of the school looks fantastic thanks to the work of many. The school has spent substantial funds to erect a new fence and build new paths. The final component to be finished is the installation of plants at around \$2000. As I understand it the grounds committee has \$700 to contribute. This would leave \$1300. I would ask that the P&C to contribute the \$1300; (Voted and confirmed by P&C as maximum \$1500 budget)

General Business

- Hall acoustic treatment. Nothing further to report. Will have some information for the next meeting.
- Storage for Band – the school is working to purchase a container with door / windows to be installed to the east of class 2E as a 'sports shed'. This would position sports equipment adjacent to the oval and would also free up the space in the hall for the band to expand into. The GA store will also be emptied and moved to other storage spaces within the school, providing further space. These two additional spaces may also be able to be linked internally with some 'door' spaces installed. This will be organised by T4.
- Proposed focus for P&C Fundraising 2015 – Continuing on from discussion last time – last time we spoke I proposed that the re-generation of the 'Grove' between the hall and the Hub include:
 - Install bi-fold doors to rear of hall – opening on to eating area.
 - Remove existing lean to shelter and replace with wider, full width colourbond shelter
 - Remove existing seating and re-cycle on Top Quad. This may involve repainting / revarnishing seating
 - Remove all pavers and reformat space with new levels and deck wrapping around trees and providing raised seating at rear for large events in hall.

- Full makeover of area between basketball court and hall with two tiers – sandstone blocks and turf.
 - I have engaged a specialist school playground designer from a northern Sydney business to commence the development of some ‘design concepts’ – this will happen next week.
 - We have also written to the Bendigo Bank and sought to be a part of the ‘community grants’ scheme. While we were unsuccessful in this particular round of grants, Bendigo Bank has indicated an interest in the project. At this stage we have no further details to add other than the school will cost all aspects of the project and then communicate actual costings to Bendigo who will then consider what kind of support they are able to offer.
- Kinder enrolments – numbers are looking healthy for 2016 at 4 / 55. If you know of any families who are yet to put their child’s name down, please encourage them to do as ASAP as the school is already making plans for 2016 classes.
- School Re-classification – As principal I have been informed that I will receive an ‘envelope’ in the coming weeks regarding the ‘reclassification’ of all NSW Public Schools. I will indicate in some way how this will impact both myself and the school – longer term. I will indicate if the reclassification has put the salary for TNPS Principal up or down.
- Toilets – It has been raised that there is no toilet paper or soap in the toilets. Inspections of the boys’ toilets this week revealed that there was soap in every dispenser and toilet paper in every cubical. This though is not reflected in girls’ toilet. This will be rectified.
- Leave –
 - Miss English will take 3 weeks LSL at the end of the term.
 - Miss Clifford is on return to work and is managing a health condition
 - Returning 2 days this week with casual remaining on class
 - 2 days wks 8&9 on class on own those days
 - 3 days wk 10&wk1
 - 4 days wk 2&3
- **Recent Events**
 - Band Performance Evening / UNSW Festival / Handlery Ave – Clearly the Band Program at TNPS is flourishing. Could I offer my sincere thanks and gratitude for the leadership of Ben and Kathryn. As Kathryn is leaving at the end of the year, we really need to try to identify a person who will be able to give the program the work Kathryn has if we are to maintain the momentum in 2016. This is a big issue and I would love to speak to anyone who has any ideas about how this can be resolved for 2016.
 - Lindfield Middle School Technology Project: TNPS was approached by the group of 6-7 schools that feed Killara HS to lead this venture. Miss English, Mrs Turner, Mrs Foate and I led the backgrounding day with 3 visiting staff from Monte Vista CS. Staff from the Lindfield group will now be mentored online as they implement their professional learning back at their schools. A very successful activity for TNPS.

- Coding Classes - Computational Skills and building ICT capabilities are part of the new National Curriculum and include skills that all children should have to prepare them for the future. Starting this week, students in Years 3-6 will participate in a 40 minute coding class. These classes will run every Tuesday for week 6-10 of Term 3 and then week 1-5 of Term 4 (10 weeks in total). This was included in the Semester 2 fees. The coding courses will teach students from the very foundations of logic and algorithmic processes and thought patterns, through the design of user interfaces and layouts with HTML and CSS. Stage 3 will be moving towards computer syntax and languages including SWIFT for iOS and JavaScript. The lessons involve lots of hands-on activities that students are sure to find challenging and enjoyable.
- **Forthcoming events**
 - ‘November in November’ – TNPS has again secured one of the world’s most coveted speakers in education – Mr Alan November from Boston. Alan authored the bestseller ‘Who owns the learning?’ in 2012 and is contracted to institutions and governments all over the world. We will run 2 x 3hr events on Saturday Nov 7th. There will be no disruption to TNPS. Staff will give their day and we estimate that the school could profit to the tune of \$35000. Aside from this, several hundred educators from across Sydney will develop their understanding of learning as we approach 2020. This money will be ‘owned’ by the staff and will be ploughed back into classroom regeneration, as designed by TNPS staff. All staff are currently working on a ‘vision’ of how they might like to refurbish their classrooms with their neighbouring teacher. Staff as a whole unit will decide as to which ‘pair’ of classrooms are to be re-furbished. Furniture, paint, maybe a wall or two to be replaced with removable wall.
 - Wk 6 – this wk
 - Life Edn Van – will be at the school Thurs – Tues. Students will be engaging with specialist staff where they will be learning about making positive decisions that impact their health.
 - Wk 7
 - Interrelate – Wednesday Aug 26th
 - 6.00 Where did I come from?
 - 7:15 Preparing for puberty
 - TNPS Chess Tournament – Thurs Aug 27th - hall
 - Wk8
 - Father’s Day Stall – Tuesday Sept 1st
 - Games Day – Thursday Sept 3rd
 - Wk9
 - YCDI Parent Info Evening with Professor Michael Bernard – Mon Sept 7th at 7pm
 - Operation Art – Tuesday 8, 9 & 11th
 - Yrs3-6 to see ‘The Witches’ – Thurs 10th
 - Art Show – Friday 11th 6pm

- Wk10
 - P&C Meet - Wednes Sept 16th
 - Principal Assembly – Thurs Sept 17 – may be moved to the Friday
 - Lendlease Community Day – Thurs Sept 17
 - Last Day Term Friday Sept 18th

T4

- First day T4 = Tuesday 6th October (Monday 5th is Labour Day NSW Public Holiday)
- No SDD to begin T4 – this is never the case for T4 in all NSW DEC Schools

P. Taylor,
Principal
19.08.15

Other business

Request for funds from P&C for plants for front of school upgrade: max budget \$1500.
Voted and carried in favour.

6. Treasurer's report

- Overall P&C balance remains positive
- Working across the committees to review banking relationships and various ABN / GST aspects with the aim to consolidate and simplify. Initially focussing with NTOOSH to register for ABN as close to the threshold to pay GST, alongside understanding canteen and band requirements.
- Working with Canteen Committee on facility refresh and relaunch program which will include financial review of a new menu and ensuring ongoing viability.
- Working on completion of FY13 Audit.

The financial statements for the Main P&C account are available upon request.

7. NTOOSH

Report

Verbal update provided. No outstanding issues or concerns.

Other business

Receiving bookings for TNPS Art Show

Working through the requests and allocation process for 2016.

8. Fundraising

Report

- \$1,119 profit for Entertainment Books received. All outstanding payments completed.
- Art Show planning all progressing well with a “working bee” advertised through TNPS newsletter

9. Canteen

Report

We have an exciting few weeks going into the end of this term so here is an update. Over the last few weeks with the assistance of Mr Taylor we have been able to secure the services of Lend Lease (who made wonderful work of the staff room last year) who are going to assist us in giving our canteen a cosmetic facelift as the first part of our exciting refresh and relaunch program.

As suggested this will be rolled out in stages and we will be coming to the school community to assist in this exciting re-vamp.

DUE TO THESE WORKS HAPPENING THURSDAY 17 SEPT 2015 WE WILL BE CLOSED THE LAST WEEK OF TERM (WEDNESDAY 16 SEP & FRIDAY 18 SEP)

****Due to the possible changes to the menu we are doing a full stocktake so if you see updates saying “temporarily unavailable” or no longer stocked please don’t think we are closing we just don’t want to order stock that potentially will not be on the NEW menu when it is implemented and have to sell stock at clearance rates therefore until we implement / roll out the new menu we will be adjusting in stages*****

So please stay tuned – the canteen committee are excited about the coming changes and as soon as we know information we will be giving regular updates.

We hope to have the new plans well under way in Term 4 so we could maybe have a come and taste ‘launch’ type function for parents to taste any new menu items and get an idea of what will be available.

Bree & Julie have been visiting other school canteens and the canteen committee will be assessing this information to see how other schools may have things happening that could improve the functioning of our school canteen. Artarmon have a completely online canteen using “Munch monitor” as part of a cashless facility (in line with our existing school and NTOOSCH processes) and this may be of interest to us.

They also have a sushi supplier that is more cost efficient than ours so we will be researching these options in the next few weeks.

As part of the refresh and relaunch, the Canteen Committee will also be potentially coming to the P&C with a wish list of assets required for the new look canteen. This will hopefully be at the next P&C meeting once we determine possible menu items & what is needed to produce these.

Some of the items include – stainless steel benches, blenders, fridges & freezers.

CANTEEN COMMITTEE

We have consistently been a small committee however we would love to have new members join the committee.

The committee has many roles that could appeal to different people. So please consider joining us either for term 4 of this year or maybe to come on board for 2016. If interested please email / chat to one of the canteen committee or let Julie know at the canteen.

Kris is leaving at the end of 2015 at the latest, however due to work commitments this may be end of term 3 so need to look at hand over processes.

Volunteers

URGENT SOS. We still have spots this term that are not filled. PLEASE if you can spare any time on these dates we can do with your assistance.

As always your on-going support is very much appreciated by the canteen committee and the children that benefit from the canteen being in operation.

IF you can fill any of these spots please email Kris Grant on krisandcody@gmail.com

Other business

Parent concern over 'free for all' with students potentially taking other student's lunches – ***ACTION Paul to discuss with the staff.***

10. Band

Verbal update provided relating to recent successes and future events. Expectation of higher membership in 2016 but no negative impact on existing equipment levels.

Question raised on coverage of insurances when band perform in other schools or events.

This to be investigated by Paul.

Financials available.

Other business

ACTION – Alex to share link with Kathryn Carey for registering all events to P&C.

ACTION – Paul to contact Legal Branch to clarify requirements for notifying insurance of offsite and onsite band activities.

Update 20 Aug from Paul re insurance issue:

I called Legal Branch today re: the insurance question. I received the following general advice.

Essentially the TNPS Band Program is resourced, managed and organised by the P&C Committee and supported by the school. This means that really the Band is covered by both NSW DEC and P&C Insurances. The gentlemen I spoke to recommended that the school and the P&C formulate an 'agreement' outlining that the Band is resourced, managed and organised by the P&C and supported by the school. He said that

this is an important step to confirm what the arrangements are. He said that the P&C Public Liability Insurance does cover our students at performances elsewhere so long as an appropriate log is maintained.

The school assists with distribution of notes and provision of space, but essentially the band is primarily a P&C activity, supervised by the P&C.

11. School Uniform Shop

Report

Verbal update provided with no key issues or concerns

P&C raised request for long sleeved shirts as additional clothing option. Uniform will investigate but confirmed this could be an “order only – no stock holding” policy due to lack of space in existing uniform area.

Other business

ACTION – Cheryl to talk to Kelly regarding the option of a long-sleeve shirt for 2016.

12. Grounds

Report

The Committee is hoping to plant the garden bed on the street-side of the kindergarten block, on a mini-planting bee starting 9am Sunday 30 August. We require up to approximately \$1500 from the P&C to add to the \$700 (held by TNPS, remaining from the 2014 wildlife corridor grant) to purchase the plants. The cost estimate for the plan (proposed by Fiona Ambrosino late in Term 2) was \$2000. This planting plan was made available to the TNPS community earlier this term to comment on. Only two comments were received, both of which were favourable.

We believe about 18 people should be enough to manage the planting of about 200 plants, over about 3 hours, without getting in each other's way. The garden beds will need to be prepared beforehand - weeds pulled, soil turned. Lend Lease staff can apply mulch to the planted beds in the last week of term.

The quad lawn is in dire need of TLC – regular watering, the application of topsoil and reseeded of much of it. Children need to stay off the entire area before topsoil (to be spread by Lend Lease) is applied, to allow the surface to be aerated, and for several weeks following. If seed is to be sown, everyone will need to stay off until it is re-established.

Thanks to Lesley Gordon for today donating a large garden pot and purchasing a gardenia to go in it. It has been strategically placed at the NW corner of the deck, to prevent children using the adjacent garden bed as a short cut. Many thanks to Sally Williams for donating a number of bromeliads, which were also planted today across the ends of the garden bed

adjacent to the Hub – also with the intention to reduce children walking and sitting on the garden bed.

Other business

- Thank you to Leslie Gordon for the gardenia and Sally Williams for donation of plants.
- 30th August – small working bee for planting.

13. Other Business

- Paul – unsafe light switch in boys toilets brought to Pauls attention. Full review of all light switches across the school has been undertaken. Safety switch will be added to the hall.
- Paul – mulch that was placed in the wrong place by the tree contractors is on contaminated land and now classified as contaminated. Remaining mulch will not be used.

Update 20 Aug from Paul re mulch issue:

I also contacted Legal Branch and Asset Management regarding the 'contaminated waste' issue re: the mulch. As a result I have sought confirmation in writing from Public Works that indeed the mulch is now confirmed to be contaminated waste or not and if so requested the engagement of a qualified individual such as a hygienist to assess the material already distributed to the vegetable garden.

- Kris– looking for more canteen committee members – advised in Turragraph.
- Andrew – Proposal submitted to Bendigo Bank for grant. Whilst unsuccessful, the bank is keen to find a way to support the school, (i.e. interest free loans for P&Cs.).Will continue to discuss and negotiate potential options.
- Sandra – Raised suggestion for Andrew to raise with Bendigo Bank that they may be interested in sponsoring the TNPS Band.
- Andrew – Gas bottle placed in canteen and had turned off power switch resulting in spoiled food. Please be mindful of use outside of canteen activities.
- Andrew – 3 more P&C meetings until end of year then first returning meeting is AGM. Request for all committees to start considering options for positions to be filled for 2016.

*** End of meeting 9:10pm ***

14. Next Meeting – Wednesday 16 September 2015

Meeting dates for 2015

Term 3: 16 September

Term 4: 21 October; 18 November

Meetings are held @ 7:30pm in the S3 Hub.