

17 AUGUST 2016

Meeting Agenda

Meeting to be held at 237 Bobbin Head Road,
North Turramurra 2074

In S3 Hub, 7:30pm on Wednesday 17 August 2016

1. Welcome & Apologies

Apologies – Karin van Heerwaarden, Lisa Robson, Alex Berthold, Catherine Bartholomew .

Attendees – Amy Marsden, Bree Alami, Clare Knight, Darren Murphy, Fiona Dennis, James Knight, Melissa Nikkah, Michael Woodrow, Philippa Gordon, Suzanne Murphy, Wendy McKasah.

Meeting chaired by Darren Murphy.

2. Acceptance of minutes from previous meeting. Accepted Proposed – Darren, Seconded – Philippa

3. Matters arising from previous meeting:

Bree to confirm with the Munch Monitor account manager that the family fee has been waived for term 3. **DONE** Bree advised that the family fee appears to have been waived for term 3, as we have not been charged for it.

Paul to investigate potential for joint funding options for the full refurbishment of both sets of toilets. **DONE** See Principal's report below.

Paul to write a letter to School Shop Online asking that they co-operate with returning the funds. **DONE** See Principal's report below.

Paul to communicate to the school regarding the estimate for the toilets, including the fact that it covers refurbishment of the K-2 toilets for boys and girls. **DONE**

Wendy to arrange flowers for Sanchia, Helen, & Sue as a thank you from the P&C. **DONE**

Paul to meet with Ralph and Melissa to discuss the quote. He won't proceed with

getting the Dept to provide a detailed quote yet. Report back on outcome of discussion at our next P&C meeting. **ONGOING** *From July meeting*

Band committee to provide a strategy plan for a 3rd band including budget for the extra instrument purchase. **UNDERWAY** Draft budget for 2017 provided.

ACTION Band Committee to provide Executive Team with strategy plan for 3rd band.

ACTION Michael to review draft band budget 2017.

Paul to investigate options for publishing all notes in SchoolStream or online. **ONGOING**
From July meeting

All - Discuss further at next meeting commemoration of tree planting in quad. **ONGOING**
From July meeting

4. Correspondence

5. Executive team report

Report

Thanks to Bree and Alex for dealing with NTOOSH after Lynne left. Getting positive feedback about changes made since then. The ET and NTOOSH Committee are considering options about the long term running of NTOOSH, and will liaise with Paul about these.

6. Canteen report

Report

No report available.

Other Business

Insufficient volunteers for canteen still an issue. **ACTION** Paul to prepare a letter to the school community to ask for more help in the canteen.

7. Grounds report

Report

Bunnings tree planting day went ahead as planned, although the number of specimens provided were far less than hoped, and differed from those requested. We ended up sharing 1 plant between 4-6 children. Fortunately, Fiona and Philippa had dug out the Cliveas from the main bed and the children were able to replant these in the shade.

We hope to relocate the Photinias from the top Quad to near the tennis court, in September.

8. Treasurer's report

Incorporation Certificates for NTOOSH and Band have been received, copies will be given to Band Committee and NTOOSH

ACNC has requested more information to ensure that our charity size classification is correct, all documentation has been submitted and our Medium size classification was confirmed

Walk a thon money will be collected and banked by Fiona Dennis in the coming weeks

We are still waiting on installation of the Westpac terminal for the uniform shop, until this has occurred we will continue banking with ANZ

NTOOSH Accounts for Term 2 have been received from Becklyn.

9. Principal's report

From last time:

- School Shop Online
 - Paul has communicated with Louis at School Shop online. Louis has asked for bank details of list of parents. Paul to pass this email to Bree.
- Paul to communicate with Parents re: Toilets
 - Paul has sent letter re: toilets 21st July
 - Very little feedback. A couple of comments only – re: that seems a lot
- Paul to meet with Ralph and Melissa to discuss quote
 - This has not happened formally as yet
- Paul to investigate options for publishing all notes on school stream
 - This feature does exist and is being rectified. We hope to see this issue resolved soon.

• Recent Events

- Koomurri – Thursday Wk2 T3 - A successful day for all students learning about the culture of Aboriginal Australia. Thank you Miss Thogerson for organising.
- Paul West – River Cottage Visit – Monday Wk3 T3 – A select group of students participated in a planting workshop with Paul in the vegie garden – learning about nutrition, food sources, etc. This was a terrific experience for all with Paul W who was very good with the children.

- Walkathon – Thursday Wk 4 T3. All students K-6 participated in the walkathon. Monies are due Monday next week Aug 22nd. Looking very strong for fundraising with some students raising hundreds of \$\$.
- **Forthcoming events**
 - T3 Wk5 - Thursday Aug 18th – iOnTheFuture Parents. Approximately 160 parents have registered for the event from a broad range of schools across Sydney. The event begins at 7pm. Thank you to Mr Andy Sproule for donating a lapel microphone to our school – helping us on this occasion.
 - T3 wk5 – Sat August 20th – iOnTheFuture Teacher Conference – 160 schools and 700 teachers attending
 - T3 wk6 – Thursday August 25th – K-6 Exhibition of Learning. All students K-6 will display their REAL projects. REAL – Rigorous Engaging Authentic Learning. Students K-6 will present their work on ‘The Colonisation of Australia’ – effectively creating a museum on the history of Australia following European settlement. The exhibition process focuses on feedback-driven learning and revision for mastery. A formative learning approach prepares students to ultimately create a successful exhibition through inquiry, collaboration, critical thinking and creativity. Presently teachers are guiding and coaching students as they learn and ready their work for exhibition. The exhibition will be open to the general public and community members are encouraged to attend. *The exhibition will be open from 11.30am-1.00pm and 5.30pm – 7pm Thursday 25th August.*
 - T3 wk7 – Monday – Wednesday Aug 29-31st. All of S3 attending Great Aussie Bush Camp at Tea Gardens. I will also attend as Principal.
- **Matters Arising:**
 - Semester Two Fees
 - Semester Two Fees went out last week.
 - Semester Two Fees are smaller than Semester Two Fees 2015. This is largely the case because several annual fees were included in Semester One this year – and thus there is no 2nd semester payment required. Fees included in Semester One as annual payments included:
 - Technology \$100 3-6 (1:1 devices), \$75 Yrs 1+2, \$60 K (1:2 devices)
 - Athletics / Maths Boxes \$30
 - Art Program / Resources / YCDI av \$100 across different grades
 - Maintenance & Utilities \$20
 - Aside from this the Library Fund (\$45) and P&C contributions (\$55) have also been paid in Semester One.

- This made for a larger Semester One payment, however, Semester Two amounts are much smaller.
 - 2016 NAPLAN Results – These will go home tomorrow.
 - Yr3 Highlights
 - Reading – 77% of TNPS ach top two bands (5&6) compared to state at 52%
 - Writing – 67% of TNPS students ach top two bands compared to state at 54%
 - Spelling – 77% of TNPS ach top two bands as compared to state at 54%
 - P&G – 75% of TNPS ach top two bands as compared to state at 53%
 - Numeracy – 56% of TNPS ach top two bands as compared to 38% state
 - Yr5 Highlights
 - Reading – 82% of TNPS students ach top two bands (7&8) as compared to state at 39%
 - Writing – 48% of TNPS ach top two bands as compared to 19% for state
 - Spelling – 64% of TNPS ach top two bands as compared to 33% state
 - P&G – 76% of TNPS ach top two bands as compared to 41% state
 - Numeracy – 64% TNPS ach top two bands as compared to 31% state
 - Trends
 - TNPS Yr 3 performance in spelling was 2nd highest in 5 years with reading, P&G and Numeracy all showing strong performance and significant improvement.
 - TNPS Yr 5 performance saw Spelling, P&G and Numeracy as best results in more than 5 years at TNPS and Reading 2nd best result in 5 years.
 - Writing is improving in both year groups
 - ACEL Award
 - Our school has been nominated for an award by the Australian Council for Educational Leaders for our work in leading successful educational change. The award is for Leadership in Education. We receive our award at a special dinner in the city next week.
 - Concreting / Fencing / Signage
 - New concreting to the rear of Stobo Studio has been completed as have new stairs to the Tennis court. Two new gates have also been added to

the basketball court. This will aid access for the hundreds of delegates attending iOTF4

- New signage will go up outside Halverson Library in the coming days to complete the renovation
- New Noticeboard has been added to the front entrance to the school.
 - This display was kindly paid for by Mrs Julie Rodgers from North Turramurra Real Estate. The cabinet looks fantastic and thank you to Mrs Lee-Anne Plasto for organising to display some fabulous artwork.
- POPP – Public Outdoor Ping Pong – Has been installed – however, will not be painted with Arabella Smith’s winning artwork until after conference.

P. Taylor, Principal 17.08.16

10. Uniform shop report

Report

There is very little to update regarding the uniform shop except to say that everything is progressing well. It is relatively quiet at the moment. Kelly has ordered more school backpacks and there is a nice supply of second hand items currently.

Two items that Kelly would like me to look into are:

1. Banking arrangements - it would be ideal if there was an option for her to pay suppliers by bank transfer rather than cheque as she is currently having to visit 3 banks to complete her banking as cheques are regularly not arriving at suppliers so she is having to do a third party deposit.
2. Pricing review - we have not done a general sale increase/ review since 2013 despite price increases on the goods being purchased from suppliers. We will look to do one in the next few weeks.

Other business

- Bree advised that pricing review isn't necessary as a review was done in 2015.
- Reinforced-knee trousers are back in stock.
- Some backpacks have been ordered.
- There are some finds to be transferred to the main P&C account.

11. NTOOSH

Report

Attendance - Near capacity for ASC: ASC Mon 53, Tues 68 (band), Wed 55, Thurs 59, Fri 40 BSC Mon 28, Tues 40, Wed 29, Thurs 29, Fri 22.

Staffing - Lynne Godevich tendered her resignation on 25th July. Lynne had been in the Centre Director for 3 years. We informed parents via the school newsletter and letter home to parents of her resignation and invited those who wished to come and say goodbye at a leaving party organized the following Tuesday 2nd August. We purchased a large cake and the children made a wonderful leaving card. The Committee on behalf of the school presented her with a leaving gift and flowers and wished her well. We have engaged Becklyn director status Ros Doyle to act as Responsible person status and with the help of Zan Diamond have been able to fill ASC shifts. Seek advertisement for her replacement has been posted with a further 2 week extension. We have had 1 potential candidate sent to Bree for review. Emma has returned from her prac block. All casuals are performing well particularly, new casuals Lillian, Julia and Nick and Aaron.

Audit - Main areas still of concern are Medical action plans, completion – chasing parents for children's certificates.

Finance - Becklyn meeting for Term 2 review for tonight. Finance: Under normal trading operations, the Centre would have made a surplus of some \$4,008 for the 10 week Term 2 2016 time period. Due to Lynnes leave and covering by Becklyn senior staff costs have reduced this trading surplus to a small loss of \$2,362. – however this has been offset by the removal of the reimbursement funds set aside for Workers Compensation that the P&C do not require reimbursement. This brings us back to a small trading profit. \$ 343.00 for the term.

Art Show - Babysitting by parent volunteers for Art Show – need to confirm if the school would again like this to take place.

Programming - Sustainability – Change the world for \$10 - sustainability booklet offer to family for free – had an inappropriate page which has been removed or glued together.

Other business

There are still issues to be worked through regarding the future management of NTOOSH.

There are 18 children on the waiting list for Tu/Wed/Th. Becklyn want to increase numbers and recommend vacation care. Better food is being prepared, and food and supplies shopping has been improved, cutting costs.

Re-enrolments for 2017 will start Week 1 Term 4, and for new enrolments in 2017, week 3, Term 4.

ACTION Paul and Bree to carry out a proper survey of parents to identify their true needs around the use of NTOOSH.

12. Fundraising report

Report

No report available.

Other business

Suggestion that we focus on 1-2 big efforts each year, rather than many smaller ones. Fundraising needs 9-5 management role, as that is when businesses are open and able to be contacted regarding support and sponsorship.

Agreed that sub-committees can approach a business related to their niche, for goods/services/grants, but they *cannot carry out their own fundraising activities specifically to raise cash for themselves*. All cash raised it to go into central P&C fundraising. This will prevent conflict when the Fundraising committee does approach businesses to support us. There will also no longer be any exclusive sponsorship deals, other than for one-off events.

Fundraising activities need to be heavily promoted to all the parent community, and the community needs to understand that without its FULL support, work (improvements) funded by the P&C will no longer be able to be done.

ACTION – Suzanne to write letter to all sub-committee explaining the agreement on sponsorship, as per above.

13. Band report

Report

Some Members of the Band Committee are meeting to discuss instruments on 18th August. We will be able to have a better understanding of where we sit as far as

instrument replacement and allocation after this meeting.

See Attached - The draft planning budget for 2017 has been done with 92 students enrolled. Of course until we start the recruiting drive and get fixed numbers of how many children are joining and leaving band it is always an educated guessing game. We will continue to work on the draft budget once more is known about instruments and numbers. The extra cost of having three bands has been put in this draft budget.

A provision for \$4000 in the draft budget for next year has been allocated to instruments.

There is a need (not necessarily a want) to go to three bands next year - it is because we are only losing 8 year six students and gaining currently 35 students into Senior band. This would mean a total of 69 students in one band. This is not a feasible option – the band is way too large. As it stands for 2017 we will have approx: 33- 36 Senior Band (as potentially a few will more from Junior to Senior) 30- 35 Intermediate students 20 - 25 Junior Band (we will not know until later in the year)

A meeting with Paul Taylor and Angela Muclahy took place on the 1st July and we discussed among other things the rehearsal schedule for three bands. There would be six rehearsals over three days – Monday afternoon, Tuesday afternoon and Thursday morning. **UPDATE** We currently have 79 students enrolled in Band (42 students in Senior Band and 36 in Junior Band) We were very proud of both our bands performances at this year's Sydney Band Festival at UNSW. Both bands received Gold Awards for their efforts. Senior Band will have another performance this week at the ion the future conference. The students will be rehearsing with Kevin Honeycutt this Thursday and performing at 4.55pm on Saturday 20th August. The Junior and Senior Band will be performing on 23rd August - during school Education week. Senior Band will perform at KHS later this term the date is still TBC as we are waiting for the High school to confirm. It is one of two options – 14th or 21st of September. We have moved the Music Class for Year 2 recruitment and the lunchtime concert a week earlier – it is now Tuesday 13th and Thursday 15th September. The Band excursion has now been moved until term 4. Details will be finalised with the school in the coming weeks. Our next committee meeting will be held Tuesday 13th September at 7pm in NOOTSH

Other business

Amy will take over from Angela as Band Coordinator in 2017. Fay Ford has taken over the role of scribe from Fiona. They are looking at creating 3 bands in 2017 due to the large number (estimate 70) of incoming and existing senior band members. This is too many to manage as one group. They are looking at instruments.

ACTION Amy to follow up in Band Committee who is responsible for completing event notification forms as there have been some issues with these in the past.

All contractors must have their own public liability insurance if not employed by P&C/TNPS.

ACTION - Bree to ask school office for details of contractors public liability insurance.

14. Other business

ACTION Ralph to follow up his suggestion that a plaque be created to commemorate the new trees.

15. Next Meeting –

Term 3: 21 September

Term 4: 19 October; 16 November

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