

**LINDFIELD EAST PUBLIC SCHOOL  
PARENTS' AND CITIZENS ASSOCIATION  
MEETING: 24 May 2016  
MINUTES**



- I. OPENING  
Meeting declared open by P & C President at 19.57 hours
- II. ATTENDANCE/ABSENCES  
See Attendance Register dated 5 April 2016. Apologies received from Dianne Read, Rachel Watkins, Michelle Boldeman, Tracey Rath
- III. DECLARATION OF CONFLICTS  
**Noted:** No declaration of conflicts raised.
- IV. CONFIRMATION OF PREVIOUS MINUTES  
**Approved:** The minutes of the meeting 5 April 2016 confirmed.
- V. ACTION ARISING FROM PREVIOUS MINUTES  
**Noted:** No action arising
- VI. CORRESPONDENCE  
**Noted:** No correspondence was tabled at the meeting of 5 April 2016.
- VII. MOTIONS WITHOUT NOTICE  
Noted: No motions without notice
- VIII. MOTIONS (ON NOTICE)  
**Approved:** The P&C donates to the school \$50 000 for:  Professional Learning for teachers – external experts, teacher release & off-site training  purchase of a mobile rack of I pads for K - 6  technology and administrative support eg school website and managing student network accounts  
  
**Approved:** The P&C donates to the school \$85 000 for the employment of Learning Assistance Teachers (LAT) that provide support for all K – 6 students and teachers with literacy and numeracy programs.
- IX. REPORTS
  - A. President's Report  
**Noted:**  
See report under Topics without Notice / Field and Open Air Theatre / Canteen / Uniform Shop

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B. Treasurer

**Noted:**

- i. Update provided – question raised as to how the fete went in terms of fundraising.

C. Principal's Report

**Noted:**

- i. Staff development days: throughout the years the staff undergo training which is split into two mornings and two afternoons. There will be an afternoon training session in term 3 and a morning and afternoon session in term 4.
- ii. Big thanks to Tania Moran for organizing the mother's day stall which was a big success.
- iii. Debbie Jenkins has put in a huge amount of work to ensure the success of the Entertainment Book concept.
- iv. The school is considering its options in relation to the school photographer. At the moment, three suppliers are being considered – MSP (which offers a Year 6 year book), The Student Photographer and Advance Life
- v. Field of Dreams: Geo-tech report stage. To remove more trees we will need DA approval. We are looking at removing the trees that we do have approval to remove. AS met with the Department of Education recently and they are fully supportive of the project
- vi. Busy time with inter-school visits. Deputy Principle's trip to Dubbo. Japanese students are visiting soon and Chinese students will visit in November. LEPS students will be visiting China in the September holidays and the Minindee tour is coming up.
- vii. We had a visit from a Ugandan Choir last week which was well received by students and staff
- viii. Staff Changes: Ms Marie is on maternity leave (replacement arranged) and Mr Peter Trahaie, Lean Support Teacher is on extended
- ix. .

D. Deputy Principals' Report

**Noted:**

- i. Not tabled due to apologies. Report to be provided at next meeting.

E. P & C CONVENORS

1. Band

**Noted:**

- i. 1<sup>st</sup> band workshop went well – behaviour was very good and there were no accidents.
- ii. The first training band concert is tomorrow night.

2. Canteen

**Noted:**

- i. Volunteer numbers are up.

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- ii. Canteen will be open 5 days next week.
  - iii. Monday special will be butter chicken and Tuesday's special will be meatballs.
  - iv. Credit to the school community for stepping up and helping out.
3. Creative Workshops
- Noted:**
- i. 463 students utilizing the Creative Workshops
  - ii. Revenue to date is \$88,000
  - iii. Michelle Boldeman is still filling in as convener
  - iv. Kate Jegat is running the program with Michelle overseeing
4. Parents' Auxiliary
- Noted:**
- i. Mothers' Day stall was a success.
5. String Ensemble
- Noted:**
- i. No report from String Ensemble Convener – all running well (from Band Convener)
6. Uniform
- Noted:**
- i. Struggling with orders due to ongoing issue with supplier
  - ii. New item (fleeces) have been ordered and should be in store within 1 month
  - iii. Teachers are happier with the fleece design.
  - iv. Orders on PSSA (junior) shirt
7. Field & Open Air Stage
- Noted:**
- i. Engineers concerns in relation to extensive sub-surface rock close to school
  - ii. Options are to raise the retaining wall higher or redesign the retaining wall so that these portions which are subject to rock won't be part of the level field.
  - iii. Decision to be made as to whether the school needs a larger level field or to compromise and exclude the areas which are not level
  - iv. Engineers will then complete costings
  - v. The final engineers report is submitted to the Department of Education who will review and request the P & C to deposit the funds to cover the project.
  - vi. AS – a DA might be needed which will slow down the project slightly. However, still the aim to have work started by the end of the year. All indications are that it will be a quick construction process once it gets approved and constructions starts.
  - vii. Equipment could possibly be relocated down near the nature trail.

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**X.GENERAL BUSINESS TOPICS**

1. Parking Blitz
  - i. Big thanks to Tracey Rath for organizing the parking blitz which was very successful and has made a difference to the traffic conditions.
  - ii. Could be done on a routine basis.
2. Major Fundraising Night
  - i. Considering a major fundraising event in September. Discussion regarding options including a comedy night which worked well for Lindfield Rugby Club.
3. P & C Newsletter
  - i. Sarah O'Kelly is putting together a newsletter which will cover all parts of the P & C.

**NEXT MEETING DATE & ADJOURNMENT**

1. Next meeting date 16 August 2016 at 19.30 hours
2. Meeting declared closed by P & C President at 21.30 hours