

**LINDFIELD EAST PUBLIC SCHOOL
PARENTS' and CITIZENS' ASSOCIATION
MEETING: 29th May 2018
MINUTES**



A. OPENING 7:30pm

B. ATTENDEES:

Tracey Rath, Anthia Shaw, Barbara Meaney, Anthony Marriner, Michael Gao, Penny Roberts, Victoria Oacke, Rose Oacke, Lai-Ha Chan, Andrew Jeffers, Nicole Chau, Diane Read, Elise Lee, Grant Bozier, Tania Moran, Alex Goddard

APOLOGIES:

Andrew Hearne / BASC, Julie Pitt

C. DECLARATION OF CONFLICTS

None

D. CONFIRMATION OF PREVIOUS MINUTES [27th March 2018]

Confirmed by Tracey Rath

E. ACTIONS ARISING FROM PREVIOUS MINUTES

None

F. CORRESPONDENCE

Just general – Treasury, Fundraising

G. REQUEST FOR TOPICS/MOTIONS WITHOUT NOTICE

None

H. MOTIONS (ON NOTICE)

None

I. REPORTS

A. Treasurer's report – Andrew Jeffers

The draft P&C Financial Report is available separately on P&C website. Summary points:

- No significant changes to bank balances
- P&C are no longer registered for GST following professional advice
- Registrations have been checked with ACNC, ATO, P&C Federation, these are all up to date. These can be checked on the ABR website.
- Haven't yet received parents contribution for 2018
- Outstanding dues to school have been finalised for 2017
- We are currently finalising a full review of wages and superannuation
- Uniform shop process has been reviewed. Melissa is doing an excellent job. Uniform shop shows a deficit on the accounts but it's just timing, it's actually running at a profit.
- Yearly ACNC submission has been lodged
- P&C has also paid \$500,000 for the new oval
- Band is running at a profit with significant cash reserves. \$152,000 sitting in the account.

Anthony Marriner accepted this report.

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B. President's report – Tracey Rath

- Most of the P&C fundraising activities have been arranged for the second half of 2018.
- Uniform shop has changed open days to Tuesday and Friday mornings.
- Gender neutral uniform for girls now has samples available for summer. Notice about the uniform will be included in the newsletter in the coming weeks. The uniform is an alternative for the girls in summer if they don't want to wear a dress.
- Hall refurbishment: is on hold while we get more quotes for lighting, A/V, flooring etc.
- Most of the fundraising activities for the second half of the year will go to the hall
- The parent volunteer Cooking Group that cooks for families at the school has been successful. There will be another drive for parents in need. Over 12 families are cooking. Over 6 families that have been helped by the school and some one-off occasions.
- Banking signatories for P&C are in the process of being updated.
- Parent workshops on weekend have been requested on topics like media, mobile phone use, bullying, issues affecting young people today. Perhaps a 4 week course for parents. P&C will look into this to run later this term or early term 3.
- Upcoming events – most will be happening in 3rd and 4th term. Oval developments will start in the next 3-4 weeks.
- Acknowledgement of Rachel Watkins work for the school and contribution to the P&C and of Diane Reid in taking over smoothly.

C. Principal's report - Diane Reid

- Last meeting, Rachel Watkins outlined the School Plan, Strategic Direction for the next few years
- Key focuses are grammar mathematical problem solving – the cohort at the school require higher order thinking
- LEPS will introduce more external competitions that will enrich the students experience
- Merit selection process is underway for the new principal. It's anticipated the new principal will be in position by Term 3 Principal, depending on the Merit Selection process
- Staff movements:
 - Mrs Carter will be covering for 3/4SC while Scott Campbell takes on more Deputy Principal duties
 - Patricia Rogers covering for Annette Newell in Learning Assistance Teacher role
 - Garth Hulley replaced Michael Heyworth and is in position at the school
 - School Counsellor, Angela Pak has started today replacing our counsellor who is on maternity leave
- A new Director has been appointed to LEPS, Sally Eagan, who supervises the Forest Network of Schools. Has visited LEPS twice to date
- We've had another visit from our Japan school partnership students, this also brings in funding to the school
- Lindfield Learning Village: this new school will open in 2019. Principal is Stephanie McConnell. They anticipate 130-140 students in year 7- this will initially be the only year offered but will eventually combine primary and secondary. One class for years 8 and 9. The catchment has not been set out for the school yet. The catchment boundaries will initially be shared with Killara High. One of the initial ideas was to take pressure off Chatswood High. They are taking enrolments.

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D. Deputy Principals

Nicole Chau's report on behalf of Julie Pitt:

- The first group of Year 6 children enjoyed their Mendindee excursion experience and then also visited Broken Hill
- LEPS teachers have just finished professional learning experience, 21 teachers attended as part of the Killara school's partnership. Allows teachers to see quality teaching in practice.

Nicole Chau has issued an Appropriate Use of Mobile Phones Policy:

- Clearly sets out guidelines for mobile phone use. The agreement will be sent to all students in K-6 but the agreement will be expected to be returned to school if children are bringing their phones to school.

E. BASC

Not available. An update would be appreciated if a BASC executive could attend the next P&C meeting.

F. P&C SUB-COMMITTEES

I. **Band** (Elise Lee)

- Band performed at an ANZAC ceremony and at St Ives Festival
- Band workshop went well
- Live performance starting last week – students performing at lines before school and recess
- Training Band performing tomorrow
- Stage Band performing at the Opera House next week

II. **Canteen**

No news at this stage

III. **Creative Workshops**

- Feedback from Kate Jegat: Creative workshops are full and are running smoothly. Some Chinese families have suggested adding Mandarin back to the creative workshops – rather than going to courses elsewhere. Looking into this.

IV. **Field and Open Air**

Diane Read's update on the new Oval:

- Eugenia Harley (parent representative) has been liaising with Department Reps and the oval developments will commence next month and will take 12 weeks to complete
- There will be a passageway allowed for BASC children to the school grounds while works are in progress.

V. **Parents' Auxiliary**

- Mothers Day stalls – President offers thanks to Tania Moran for a successful day and we made over \$1500. Great selection of gifts.
- Grandparents Day may be outsourced to another organiser (volunteers welcome). This falls on the same day as the Athletics Carnival

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VI. String Ensemble

- Has grown significantly to three string ensembles – Junior, Senior and Performance. They've also formed a Quintet performing at the Sydney Eisteddfod. Ella in 5/6HT will do a solo performance at the Opera House in June. Charmain Yap is doing a fantastic job with this

VII. Uniform shop

- New Uniform option is coming for girls, to be advised in the newsletter

VIII. Technology

No changes.

G. GENERAL BUSINESS TOPICS/MOTIONS WITHOUT NOTICE

- Alex Goddard, Vice President:
The P&C are applying for the following Grants for the oval and school hall upgrades:
 - NSW Government community partnerships scheme school upgrade
 - Lottery Grant
 - Bendigo Bank grant
 - Local schools have received grants so are worth applying for.
- Parent feedback: Parking / Teacher absences
 - on Friday mornings PSSA buses are stopping where parents drop off. Request buses wait further back down Tryon Road.
 - When teachers are away/sick would be appreciated if teachers can send a note home to the class advising they're away and for how long and who has been arranged to teach in their absence
- BASC Parent feedback:
 - Parents of children attending BASC have been pursuing a BASC AGM as per the Constitution, or a general purpose meeting, so that parents can be updated on the financial status and operations at BASC
 - AGM should have been held before the end of April as per the constitution.
 - Have been talking to Dept. Education and Fair Trading Because there's been no communications from BASC management committee
 - A special general purpose meeting will be in the Library next Wednesday night at 7:30pm for BASC members to attend. The current BASC executive team have been advised that this meeting is going ahead.
 - 5% of parents need to attend, or approximately 12 family representatives.
 - Treasurer has appointed themselves acting President.
 - No visibility of accounts
 - Constitution states accounts must be provided on request with 7 days notice
 - There's funds there and the parents haven't been informed on what's happening with the funds.
- Tracey Rath, President:
 - Continued concerns regarding parking on Tryon Road:
 - Accident yesterday, grandfather was crushed between two cars. One driver didn't apply their handbrake while stopped in the pick-up zone
 - Tracey contacted Council for advice about cars parking in the no-parking zones.

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Council says we're allowed to put witches' hats along the road in the no-parking zones to prevent cars stopping here during school hours. Would like to request Council change these areas to no stopping during peak times

- Can request Council do an assessment of parking and drop-off zones
 - Change the 15-minute parking area outside BASC to be a drop off zone during peak time.
- Parent concern re footpath:
- Pedestrian footpath on Tryon to Robinson Road from the school is very narrow, cars approach very close to pedestrians and open doors onto footpaths. Would like Council to consider extending the footpath to be wider.

J. MEETING ADJOURNED at 8:50pm
NEXT MEETING DATE – 21st August 2018