# OPENING

# ATTENDANCE/ABSENCES Attendees: Tracey Rath, Anthia Shaw, Nida Leonard, Olivia Thomas, Tania Moran, Andrew Jeffers Julie Pitt, Diane Read, Rachel Watkins Absent: Anthony Marriner, Alex Goddard

# DECLARATION OF CONFLICTS

None

# CONFIRMATION OF PREVIOUS MINUTES – 20th February2018 Anthia Shaw confirmed and Tracey seconded

# ACTIONS ARISING FROM PREVIOUS MINUTES

None

# CORRESPONDENCE

Bank statements were received for the P&C

A refund amount was received from the Tax Department – dealt with by Andrew Jeffers

# REQUEST FOR TOPICS/MOTIONS WITHOUT NOTICE

None

# MOTIONS (ON NOTICE)

1. Learning Assistance Teachers

The P&C donates $90,000 to the school for the employment of Learning Assistance Teachers (LAT) to provide literacy and numeracy support to all K-6 students and teachers.

LAT’s enables our teachers to be freed up to give better support for all of the children; the contribution benefits all students. Teachers find it makes a huge difference to the K-2 group.

Motion put forward by: Rachel Watkins

Motion approved by Tracey Rath

Seconded by Olivia Thomas.

2. Library Upgrade

The P&C donates to the school $10,000 to support the school library upgrade. The ongoing upgrade includes the purchase of new shelving, seating and work areas.

Motion put forward by: Rachel Watkins

Motion approved by Tania Moran

Seconded by Olivia Thomas.

Total donations: $100,000

# REPORTS

## Treasurer

* Welcome Back Night funds are still being compiled but we expect that there was approximately $25k in takings. Could be better run by having budgets in place to plan and monitor our financial spend and takings.
* $25k went to the Field (nearly all of our fundraising money)
* Creative Workshops has received a good amount of income
* A budget for the P&C will be compiled and uploaded onto the P&C website
* Where possible, Treasurer requests invoices for reimbursement be submitted for in batches rather than individually.

## President

* The Tender process has closed for the Oval and the Department of Education (DoE) is in the process of selecting approved contractors. There has been no given timeline by the DoE
* Refurbishing the Hall- plans are underway to refresh the inside and improve the aesthetics and the acoustics and staging. A DoE representative will be visiting and an audio technician will be visiting to quote on acoustics
* The P&C spending focus has moved away from the library refurbishment to focus on the hall upgrade.

P&C Fundraisers planned for 2018:

* Disco Trivia / Bingo night, to be held on 16 June, to be run by year 3 and year 5 parents
* Once the Field/ Oval is complete, a family movie night with a pop-up cinema will be held to celebrate its opening
* Fundraising for the Oval will include personalised bricks and benches for seating
* Colour Run instead of a Walkathon this year, using parent volunteers and having an external company coming to run this. All kids who fundraise will be able to select a prize to reward their efforts
* The Scholastic Book Fair will be held again, this is always successful
* All events for 2018 will be provided in the school newsletter this week.

A Class Parent afternoon tea is to be held on Friday week to thank parents for their contribution and welcome them to their roles.

P&C Community Liaison Officer role:

* Adele, a mother with a Malaysian background, who is fluent in multiple languages including Mandarin has agreed to be our Mandarin community liaison point of contact. Her role will be to help improve communications between the P&C and our large Asian community, particularly those with limited English language
* Adele’s initial feedback is that we need to run activities that involve the whole family and and/or activities which benefit kids educationally
* She will translate and send out information to the Asian community
* She suggested we send out a paper flyer in Mandarin to all families to let them know that the newsletters can be translated
* Mooncake Festival – September, lantern making and mooncake making and Chinese food – to be run by the Asian community
  + - Feedback from Olivia Thomas: a high tea held on the Lunar New Year is a highly successful event with the Chinese community at Abbotsleigh girls school.

Uniform Option for Girls:

* Blue shorts that are similar to the winter girls pants and a light blue top with a round collar – will soon be introduced as an alternative or addition to the girl’s summer uniform dress.
* Feedback on PSSA uniforms from Tania Moran:

The forms notifying parents of the uniform requirements for PSSA sports, particularly cricket, need to be reviewed to list essential items only.

For example, the current form indicates that children playing cricket need a cap and white t-shirt, however the cap is obsolete and the shirt is optional.

Road safety issues have resurfaced:

* Parents are again taking risks and not following school safety guidelines with parking, road crossing and driving
* P&C members and other volunteers will schedule time to be roadside to encourage parents to help children cross the road and reminder them of parking and road safety rules
* Olivia can help Mondays and Tuesdays
* An information sheet will be sent out in Mandarin too.

## Principal’s report

1. School Plan 2018 – 2020: this will be available on the School website.

Highlights from the School Plan:

* Our school’s leaders have goals within the School Plan for good leadership, collaboration, strategic improvement, great teaching, inspired learning, teacher improvement through professional learning
* There has been a consultation process to produce the school plan, including parent, student and staff surveys, NAPLAN, teacher feedback, staff reflection process, DoE documents, professional guidance and the DoE goals which are embedded into the plan
* The Strategic Direction of the Plan: to teach well and have effective partnerships

The three key focus areas within the School Plan are:

A. Excellence in Teaching and Leading: professional learning plans for staff

* + We target excellence in mathematics and “functional grammar”; this is a fresh and more practical way of understanding grammar
  + Teacher accreditation
  + Implementing future focused strategies
  + Using data (what’s happened before and after I’ve taught)

B. Quality Learning

* + Differentiated learning programs
  + Futures-focused education, focusing on sharing strategies for collaboration and problem solving
  + Student wellbeing programs– yoga, shows, school counsellor program, creative arts program

C. Effective Partnerships

* + Continual improvement in our cultural understanding
  + Partnerships incorporate our staff, teachers, parents, students, community.

1. Staff positions and movements:
   * Julie Pitt – Relieving Deputy Principal for Years 3-6
   * Diane Reid – Deputy Principal for Years K-2
   * Rachel Watkins – Relieving Principal
   * The permanent replacement Principal hasn’t yet been advised to us; this is all up to the Department of Education. Rachel Watkins hasn’t applied for this position.
   * New member of staff: Garth Hulley has been appointed as class teacher for year 6, replacing Michael Haworth (Holly Taylor temp teacher). Garth has been moved from Lidcombe area.

3) Oval / Field update

* + ANU Assets Department is in close dialogue with a tenderer who is the closest contractor in budget, but DoE hasn’t worked with this contractor before so they are working closely to ensure they understand what the project entails. This week we should be advised who this person is. Private certifier is certifying this process.

Feedback from meeting attendees on the School Plan:

Our community has a lot of faith in our school and teachers and the school plan is a good reflection of the commitment and focus of our teachers.

Comments from Olivia Thomas:

Students could be better prepared for High School in Year 6. Suggest they be taught time management, touch typing, diary management, homework management.

## Deputy Principals

Julie Pitt: Years 3 to 6 is travelling well.

* + Alison Chan has taken over from Jessica teaching the Mandarin program, this has been a smooth transition
  + Karen Gu has moved in to start the music program and brought quality resources to supplement this. Children are very engaged and the program has been welcomed by staff
  + Year 5 students enjoyed school camp.

Diane Reid: Years K to 2

* + Has been a smooth start to the year
  + Year 2 swim and water safety program will be held in weeks 10 and 11
  + Parent teacher interviews have now been completed. These are held at the beginning of the year so parents can connect with teachers. Parents are welcome to make appointments through the year. Teachers were here earlier and later to accommodate all of the parents, thanks to the teacher’s commitment
  + String Ensemble now has 3 groups, Olivia and Charmain have done a great job
  + Band Camp has happened and went well. Succession for Elise is planned
  + Coding stage one this semester with Kate Jegat – will be stage two next semester.
  + Class parents have been sent anonymous ‘Community and Engagement’ surveys to complete
  + LEPS website is in the process of being updated.

## BASC (as offered) - none

## P&C SUB-COMMITTEES – no reports

### Uniform shop

This will be closed for two weeks over the holidays.

In term 2, parents can decide whether children wear summer or winter uniform until the weather is clearly colder.

# GENERAL BUSINESS TOPICS/MOTIONS WITHOUT NOTICE

Julie Pitt comment: Thank you to the P&C for the Easter Eggs and Easter Bunny outfits.

# Meeting closed 8:45pm

# NEXT MEETING DATE – 29th May 2018.