

# **P & C Minutes, Elanora Heights Public School Wednesday 13 February 2019**

## **ITEM 1: Meeting Opened: 7pm**

**Attendance:** Janine Ralston, Ro Brazel, Carly Skeers, John Drake, Darren Greenow, Cassie Hotchin. Allison Salmon, Anna Davis, Robyn Baxter, Joanne Glinsky, Mel Cunningham, Leesa Martin, Laurinda Lomas.

JD welcomed new and existing P&C members. He detailed that our aims for this year were to increase parent participation from the infant's school and to focus on social functions to build on our sense of community. We also hope to continue on our playground improvements.

## **ITEM 2: Apologies:** Linda Smith, Sue Garity

**ITEM 3: Review and accept previous minutes, 21<sup>st</sup> Nov 2018:** Accepted by RB, seconded by JR.

## **ITEM 4: Principals Report**

Welcome back!

We have started the year very smoothly, with all classes settling well. We have received positive feedback from the community with regard to class formations and I would like to thank our staff for their excellent attention to this task. Our Meet the Teacher sessions were very well attended yesterday with positive feedback received regarding the new format in response to parent surveys last year.

### **Classes**

I would like to thank the community for their support in our decision not to form classes on the first day as hoped. On the staff development day we made a decision to re-form the Year 1 and 2 classes and employ an additional teacher to facilitate smaller class sizes. The class structure is now 4 Kinders, 4 Year 1 classes and then 3 classes from Years 2-6.

This decision has resulted in smaller class sizes throughout the school and the school year starting how we wish to proceed. My thanks to Mr Tier, Mrs Reeks, Miss Bradshaw and Miss Levido for moving classrooms at the last minute to accommodate this change. We have welcomed Mrs Leesa Johnston, Mrs Leigh Evans-Bullock to the teaching team.

### **Holiday grounds improvement programs**

Over the school holidays a number of school improvement programs were completed. A new roof and heat extracting fans were installed on H Block (Kinder/Year 1 rooms), 4 rooms were painted internally in D block (Year 3 and 5 rooms), the stairway to the Hall stage was painted and the middle oval was re-turfed. Additionally, a substantial plumbing job was commenced, installing new pipes under the silver seats behind the hall due to ongoing plumbing problems in this area.

Since returning, we have been advised that fencing will be installed along the driveway from Elanora Rd down to the carpark, with reinforcement fencing and bumpers being installed along the back of the carpark behind H block. This is a significant improvement program for the safety of our students, provided by the Department Asset Management Unit. Work is due to be completed by June.

**Proposed grounds improvement program:**

- We are currently obtaining quotes to clear and maintain the stairs leading up to Elanora Rd. This section of land has become beyond manageable so this would be an ongoing solution.
- We are also obtaining quotes for maintenance of the bush within the Asset Protection Zone (cleared last year) and potential generalised grounds maintenance to support our General Assistant throughout the year.
- We are currently seeking quotes to install coloured pinboards to cover the walls in some of our Kinder classrooms to ensure an attractive learning environment for our students.

**Key Programs from our Strategic Plan Underway:**

The year has commenced well with several deliverables from our strategic plan already underway:

*Teaching*

- Staff have recommenced their work with Jann Farmer-Hailey, an instructional leader and literacy expert. Jann will be working with grades throughout the year, conducting demonstration lessons and guiding staff in their work towards excellence in literacy outcomes for our students.
- Our collaboration time for each grade commenced this week, providing an opportunity for grades to work together to reflect on their teaching and learning strategies to improve student performance data.
- Staff are currently undertaking training in the Second Step program, an empathy based self-esteem program, reading to commence delivery in Week 5. This program is being completed as a pilot, in conjunction with the Department of Health and Sydney University.
- Key staff have attended professional learning courses on using data to inform practice, and gifted and talented writing initiatives

*Leading*

- Over the holidays 4 executive staff completed the Art of Leadership course over 3 days, with follow-up sessions to occur later in the year. I will also be completing the Art of Leadership Masterclass later this year to further support our executive team in their leadership development.
- The student leadership team are up and running for 2019 and classes are currently in the process of electing their SRC representatives for the year.

*Learning*

- All students are currently participating in anti-bullying lessons to promote proactive responses to bullying behaviours.

- Students in Years 4-6 participated in an e-safety awareness webinar last week to promote online safe practices
- The Interrelate Human Sexuality program has been extended to Years 5 and 6 this year, with two parent/child evenings organised for interested families in Years 3-6 later this term.
- Students are engaging in goal setting, learning intentions and success criteria in their classrooms and developing skills in self-reflection and giving and receiving feedback.
- Extra-curriculum programs are underway, with many try-outs happening over the past two weeks.

### **Respectful Communities Charter**

The best education happens when parents and school work together. This recently released document, The School Community Charter, aims to provide guidelines to promote positive learning environments for our students. It covers the following key elements:

- **Collaborative** – We work in partnership to promote student learning
- **Respectful** – We treat each other with respect and fairness
- **Communication** – We communicate in a positive and constructive manner

Please take a moment to read through the School Community Charter via the following link:

<https://education.nsw.gov.au/public-schools/going-to-a-public-school/media/documents/school-community-charter.pdf>

### **ITEM 5: Deputy Principals Report**

LL detailed that SRE/SEE will be moved to Tuesday afternoons to minimize disruptions to key learning times in the morning. The school will allow volunteers to park on site and will negotiate an appropriate exit plan for vehicles around 2:55pm. This will be on a trial basis. RB suggested a meeting area in the bush near our welcome sign could alleviate the pedestrian congestion at the top of the driveway, which may prove problematic for departing volunteers.

LL then discussed changes to end of semester written reports. The number of categories that are being reported on will decrease. For example, English will shrink from 22 sub-categories of reporting to 9 main outcomes. This change will give teachers more flexibility in the way that they teach and allow them to tailor to the class needs. The reduction in categories will probably result in the written comments increasing. Whole year results are available from the office upon request and teachers do review individual student results to inform their future teaching.

### **ITEM 6: Business arising from previous minutes**

**OOSH** – the Department has re-engaged with the tender process.

**Direct Debit for school fees** – the school doesn't have a bank account so this is not possible.

**EIS** – this is not an option at the moment because of the high cost and potential disruption to neighbors.

**ITEM 7: Correspondence In/Out**

We unfortunately don't qualify for the Federal Government Grant, "Keep Australia Moving".

Comedy For a Cause – this was marketed as a way to raise funds for the school, but prior contact with the provider was unreliable.

NSW P&C Day, 6<sup>th</sup> March 2019.

Yoga Stars – this was mentioned because the Life Skills program is not running this year. This is because the Got It Program/Second Steps is replacing it for this year. Class teachers have been encouraged to maintain mindfulness practices in their classrooms.

**ITEM 8: Treasurer's Report**

JR presented the P&C accounts up to the end of 2018. All facets of the P&C are travelling soundly. The P&C voluntary contribution fell substantially in 2018 after it was decided not to ask for funds on a date bias, but rather wait for a specific project that needed funding. DG said he found the report informative and would like to continue to see the figures quarterly. He also voiced that the financial committee should be re-established. LM is in the process of reinstating this committee. JG said that voluntary P&C contributions were part of high school fees that she paid, was this something EHPS could do? RB noted that several years ago KM said this wasn't possible, but the question could be re-asked.

**ITEM 9: Air conditioning installation details**

EHPS has been picked-up in the first round of the Cooler Classrooms Fund (a NSW Government initiative). The State has committed to providing air conditioning and solar panels, but a full electrical upgrade may be required first. The State will roll out this project from the west to the coast over the next three years. EHPS has not received any particular timeline information.

**ITEM 10: Class Parent Report** None.

**ITEM 11: Social Committee**

The Rotary raffle tickets will hopefully be sent home at the end of week 4. Instead of individual year social nights, it has been decided to have a social afternoon including children at the Sunk Bar on March 24<sup>th</sup>. There will be no need to RSVP and no fundraising element. The aim will be to foster community.

It will be suggested to class parents that The Racquet Bar can accommodate class dinners.

### **ITEM 12: Music Program Report**

The new ensembles and two new conductors have kicked the year off strongly. The next music committee meeting will be held on Tuesday 19<sup>th</sup> at 7pm in the staffroom. This will include parents, conductors and school staff. AD voiced her appreciation of the support she has received from the school staff since taking on her music coordinator role. AD then requested funds up to \$6,000 to pay for instrument servicing, music stands for the new rehearsal space and a trolley for transportation. The P&C unanimously agreed. The music committee plans to organise a BBQ and raffle during the State Election on March 23<sup>rd</sup>.

### **ITEM 13: Canteen Report**

The canteen fridges need to be fixed or replaced. New fridges will be priced, which includes the cost of shuffling air conditioning. A credit card has also been ordered for canteen use, with a \$3,000 limit. This will eliminate the current practice of staff using their personal bank accounts to cover orders.

### **ITEM 14: Uniform shop**

There will not be a second hand uniform sale this season.

### **ITEM 15: LLW@S Report**

The team has got off to a strong start, organizing fruit and vegetable boxes donated by Harris Farm. These boxes were then rotated through all infant and primary classes to spark initial discussions on nutrition and health. These themes will be expanded upon through the year with our Make Your Own Lunch and Eat a Rainbow initiatives. The team meets next week, 20<sup>th</sup> Feb at 3pm.

### **ITEM 16: Any other business**

The Elanora Extravaganza will be replaced this year with a musical running over three nights, with three supporting casts in the schools hall.

The meeting closed at 8:35pm.

**Next Meeting:** Wednesday 13<sup>th</sup> March at 7:00pm.

**Items to be carried over to the next meeting:** OOSH update • P&C VC on school fees?