

P & C Minutes, Elanora Heights Public School Wednesday 13 March 2019

ITEM 1: Welcome: meeting opened at 7pm

Attendance: Janine Ralston, Ro Brazel, Carly Skeers, John Drake, Darren Greenow, Cassie Hotchin. Allison Salmon, Anna Davis, Joanne Glinsky, Lizzy Hawke, Katherine Moore, Sally Walters, Linda Smith, Julie Knox, Bob Sanders, Leesa Martin, John Rosconi.

ITEM 2: Apologies: Jasmine McEvoy, Mark Mikalauskas

ITEM 3: Review and accept previous minutes, 13th Feb 2019:
Accepted by RB, seconded by JRa.

ITEM 4: Treasurer's Report, LS

LS presented three years of bank balances for the main P&C bank account and our three sub-accounts (canteen, uniform shop and band). The canteen and uniform shop bank accounts have only moderate fluctuations and consistently have a healthy positive balance. LS recommended that the surplus funds be brought into the main P&C bank account so that the community better utilises these funds. This motion was passed unanimously. The canteen bank account will be reduced to \$20,000 and the uniform shop account will be reduced to \$25,000. The canteen and uniform shop of course are able to request funds from the main account when needed.

LS also presented financials and the P&C is breaking even.



ITEM 5: Finance Committee Report, DG

The Finance Committee has met since the last P&C meeting and will continue to meet quarterly. The Committee includes members of the P&C and EHPS staff. The school is in a healthy financial position and DG remarked how the budgeting procedures have improved transparency and accountability.

ITEM 6: Anana Road Safety Discussion, All

The P&C welcomed the schools neighbour Bob Sanders to the meeting. Bob detailed that at a recent resident meeting, residents voiced safety concerns along Anana Road near the intersection of Elanora Road. He noted that traffic volumes have increased and that trucks are also more present. CS detailed the recent actions by MM and JM. They include emailing all three levels of Government to request improvements to Anana Road. Suggestions include clearer road signs, traffic calming devices, barrier fencing and policing of the road. The P&C suggested that Bob join his voice to those emails (ElectorateOffice.Pittwater@parliament.nsw.gov.au; Councillor Rory Amon rory@roryamon.com.au; Raymond.tran@rms.nsw.gov.au). The P&C will continue to support any actions that improve safety to the students. Potential steps forward include encouraging the community to individually contact the above parties, starting a petition or inviting a council or RMS representative to a P&C meeting.

ITEM 7: Business arising from previous minutes, LM

OOSH – the new OOSH team are proactive and the tender process continues.

P&C voluntary contribution asked through school fees – this can't be done as the money received goes to the Department, not an EHPS bank account.

ITEM 8: Work, Health and Safety Report, LM

The school will run a lockdown drill in week 11. Staff have completed required mandatory child safety training and have a current focus on snake and spider procedures. The southern stairs have been cleared of weeds and debris, mulched and visibility strips added. The plumbing work continues in the hall toilets as blockages give way to old pipes needing to be replaced.

ITEM 9: Principal's Report, LM

It is hard to believe we are already at Week 7! The term has flown by.

Highlights of the past 4 weeks have included:

- A very successful 2-6 Swimming Carnival at the Warringah Aquatic Centre. Congratulations to Jack Tier on his outstanding organisation and our thanks to the many parents who supported at the event. The

school acknowledges the early finishing time was confusing for parents and in future an app message will be sent out to address this concern.

- Two very successful Emotionally Intelligent Parenting workshops have been held, both receiving very positive feedback. The staff will now participate in the same training to ensure consistent language regarding emotion coaching is used across the school and at home.
- Our staff have re-commenced their work with Jann Farmer-Hailey, an instructional leader who is working with our teachers to strengthen their skills in curriculum delivery.
- A Maths Information evening for parents, run by our DP, Laurinda Lomas. These sessions for K-2 and 3-6 parents aimed to support parents in their understanding of maths concepts and give them strategies to use at home with their children. Thank you to Mrs Lomas.
- Our first Class Parents meeting was held last week with lots of information shared about the role and upcoming school events. Thank you to all who attended and especially to our wonderful Community Liaison Officer, Janine Ralston for her outstanding work in this space.
- Our new Scripture classes commenced in the afternoon, with a negotiated finishing time of 2:55pm, alleviating the issue of the cars exiting up the driveway. This process ran quite smoothly in the end.
- Clearing of the stairs at the edge of the school – a fantastic improvement for the safety of our students and community members.

Updated School Plan: 2018 – 2020

Staff have finished reviewing our current school plan, with our 2019 update now completed. A copy will be available on our website. Following this, staff have completed Performance and Development Plans incorporating professional goals for the year which are monitored and reviewed each semester.

Second Step Program

This program has now launched and is delivered every week at the same time across the school to ensure consistency. This term's topics will cover:

- Skills for Learning – listening, focusing attention, using self-talk and being assertive.

ITEM 10: Assistant Principal's Report, JRo

A creative arts leadership team was appointed this week from our year 6 students. This is a new initiative that has been very warmly received by the school community.

PSSA winter trials will commence shortly to fill teams for term 2 and 3 matches. KM expressed that basketball would be a great addition, which unfortunately isn't offered at PSSA currently. Inter relate family evening sessions will be held next week and will be followed up in class in Years 5 and 6.

ITEM 11: Correspondence In/Out, CS

Helen O'Grady Drama Academy emailed to offer on-going support in terms of donations for raffles.

ITEM 12: Class Parent Report, JRa

The first class parent meeting was well attended, with more than half of the parents present. The Racquet Bar was presented as a great place to hold class catch-ups. There was also strong support for holding something for Mothers Day.

ITEM 13: Mothers Day Event Ideas, CH

The P&C is supportive of a Mothers Day event, but at the previous meeting didn't have volunteers to run the day. AS, CH and KM voiced that they think it is important that the P&C continue to mark the day. These parents are happy to form a sub-committee and produce an event. RB is happy to share her experience with the team as they formulate an event.

ITEM 14: Social Committee Report, RB

RB thanked the volunteers of the Tea and Tissues event at the start of the term. The car raffle has begun and the P&C look forward to their informal social gathering on Sunday the 24th March at the Sunk Bar (LM apologised for not being able to attend). RB is asking the community what they would like their term 3 social event to feature. Last year was a trivia night do people want the same or something different?

ITEM 15: Canteen Report, RB

The canteen has purchased a new fridge after problems with the old one.

ITEM 16: Music Program Report, AD

The recently ordered music trolleys and stands have arrived. The band program has also been approved as a Creative Kids Provider. The NSW Government provide school aged children with a \$100 voucher per year so that they can attend a creative class. This is similar to the Active Kids voucher that was launched last year.

ITEM 17: Uniform Shop Report, JRa

The Year 6 polo's have been delivered.

ITEM 18: LLW@S Report, CS

The LLW@S team are preparing for the Make My Own Lunch program. This kicks off next week with a nutrition talk and practical lunch preparation for Years 3 to 6. Students will be able to participate in an at-home challenge of making their own lunch for a fortnight. Mini merits and fruit kebabs are

awarded for efforts. The team is thankful for on-going and new volunteer support for the day.

ITEM 19: Any other business: None.

The meeting closed at 8:35pm.

ITEM 20: Next Meeting: Wednesday 15th May at 7:00pm.

Items to be carried over to the next meeting: OOSH update