

P & C Minutes, Elanora Heights Public School

Wednesday 12 June 2019

ITEM 1: Welcome: meeting opened at 7pm

Attendance: Janine Ralston, Jasmine McEvoy, Carly Skeers, John Drake, Cassie Hotchin. Anna Davis, Linda Smith, Ro Brazel, Sue Garity, Renae Godden, Matthew Taylor, Leonie Westenberg, Leesa Martin, Amy McKnight and David Waters.

ITEM 2: Apologies: Darren Greenow.

ITEM 3: Review and accept previous minutes, 15th May 2019:

Accepted by JD, seconded by LS.

ITEM 4: YMCA OOSH staff report – Leonie Westenberg

LW took over an OOSH management role late last year. During her first six months she has prioritised creating a stable team; employing a capable coordinator and second in command; she has made improvements to the play-based program; made sure OOSH is compliant with nutritional guidelines based around the five food groups; and has got to know the school community. After surveying parents, LW has identified that there is demand for on-site vacation care. This remains a work in progress. LS commented that since LW has been on board the OOSH supervision has been much more visible and proactive. LW said that the staff has recently completed training on active supervision. AM also noted that she is impressed with the quality of care. LW said the OOSH team would serve morning tea at grand friends day as an opportunity to engage with the school community.

ITEM 5: Principals Report - OOSHC tender process

The YMCA OOSH has been given the opportunity to build a new OOSH space on-site. If they pass on this opportunity the school will put this idea out to tender to the broader community.

ITEM 6: Assistant Principal Report, DW – QTR project with Newcastle University.

EHPS has been taking part in a program run by Newcastle University. The program focuses on enhancing teachers' skills using the NSW Quality Teaching Framework. Four EHPS teachers have been part of this process, which involves observing each other and then reflecting on the delivered lesson. The aim is for these four EHPS teachers to then mentor other teachers in the school. Prior research has shown improvements in student Naplan outcomes following this teaching program.

ITEM 7: Work Health and Safety Report, LM and Student Wellbeing Survey, AM

The Peninsula Community of Schools (PCS) and Macquarie University have developed a student survey surrounding mental health. The aims of the

survey are to identify students that may require support and then to offer these students helpful resources and/or programs. Years 4, 5 and 6 students would complete the survey, with age appropriate versions tailored to each year group. Data collected would be under student ID numbers, with only a limited number of school staff privy to the student's identity. The PCS is proactively searching for ways to address the alarming rise in mental health issues in the community. In many tragic cases, students were not known to the school counsellors. EHPS will potentially take part in this survey at the end of term 3. It will be an opt-in survey, with parents needing to supply permission for students to take part. The intention would be that this survey would happen each year.

AD and JMc wondered if the data would be passed onto high schools? LM said she envisioned that it would be part of the student's transition process. The data will not be stored on any public servers.

ITEM 8: Correspondence In/Out, CS

- **Small Ideas** – fundraising option, customers buy an app with coupons and discounts of which the P&C receives 50% back.
- **Pathway** – a school parent expressed that she is thankful for the recent fencing, but that it has significantly narrowed the pathway. The DoE will be visiting to assess the pathway due to the bumps, cracks and narrowed width. If this is unsuccessful the school could consider putting down a more cost effective material like gravel. LM said the fencing gates would be installed soon. Work will begin on the bush track next week, which will hopefully alleviate some congestion on the pathway. The bush track work will include drainage pits being installed and the path being extended. The works are costing the school approximately \$25k.
- **Bus Shelter** – JR recently contacted local council for their support in constructing a bus shelter. The council said that while it is a good idea they don't have the funds to assist. The SRC is in the process of writing to the State Government to appeal for help from them.

ITEM 9: Uniform Discussion, SG, JR

A parent requested that the winter uniform be expanded to include tailored girl grey pants. SG said that the current pants are unisex and cater for a variety of body shapes. JM noted that there are tailored pants at external shops. SG noted that there hasn't been any pant sales to girls since the P&C and school approved the uniform change at the last P&C meeting.

ITEM 10: Business arising from previous minutes, All

- **Suggestions for P&C funds** – LM said that the garden in front of the Kindy rooms is in need of sprucing up (cost approx. \$25k-30k); she also said that the school is in desperate need of new interactive whiteboards (approx. \$3k each). CS noted that we might need to

pay bookkeeper roles in future. JD said he would like \$40k in the main account at year's end (representing two year's worth of fundraising). Item to be carried over to next meeting, with costing for whiteboards to be presented.

ITEM 11: Treasurer's Report, LS

The P&C main account and three sub-committee accounts have healthy balances, tracking previous years' patterns.

ITEM 12: Finance Committee Report, JD

DG attended the Finance Committee meeting on June 5th. Following the meeting he is confident that the school's finances are being appropriately managed with the proactive planning and sound governance provided by LM, KM and the team.

ITEM 13: Class Parent Report, JR

There was modest attendance at this term's meeting. There were no major issues raised and the meeting went smoothly.

ITEM 14: Social Committee Report, RB

The car raffle raised a smaller than expected \$7,326.99. This was due to the overall sale commissions being lower across the peninsular. Next year the Rotary Club will be returning to 20 ticket booklets (instead of this year's 10 ticket booklets).

The P&C will host a social night of Bogan Bingo at the school hall on September 7th. It will run from 7-10pm, with dancing following. This event has been outsourced to an event company. The P&C will provide gifts and organise the hall pack-up and cleanup. Tickets will be sold on-line at \$25 a head. A minimum of 100 tickets needs to be sold for the night to go ahead. Parents will be asked to BYO food and drinks.

ITEM 15: Canteen Report, RB

The canteen team continues to look for ways to minimise their environmental impact. This may require a dishwasher purchase in coming terms. The team is currently pulling together a grant application for reusable products and bins.

ITEM 16: Music Program Report, AD

The music team will kick off term 3 with a two-day workshop at the school. All bands and strings are performing over the coming days at the Northern Beaches Instrumental Festival. The next committee meeting will take place next Tuesday, 18th June.

The music team is looking at upgrading the band and string uniform. AD proposed that the P&C buy new long sleeved, collared black shirts that could then be lent to music students for performances. They would be available for other ensembles across the school. They would cost approximately \$35 each and come to a total of approximately \$3k. AD will

present specifics at the next meeting.

ITEM 17: Uniform Shop Report, SG/JR: None

ITEM 18: LLW@S Report, CS

The LLW@S team had a fantastic response to Eat a Rainbow, held last month. The DoE's video clip on Elanora's LLW@S program has been released – a great effort by the team of parents, staff and students involved.
<https://youtu.be/4Q2ocqh2IPw>

Any other business: School working bee this Saturday 1-4pm.

The meeting closed at 8:35pm.

Next Meeting: Wednesday 7th August at 7:00pm.

Items to be carried over to the next meeting:

SEP

 *Suggestions how P&C funds can be used *Music uniform