



Willoughby Public School Parents & Citizens Association Inc.

Oakville Rd, Willoughby NSW 2068

ABN 43 115 668 563

MINUTES

WILLOUGHBY PUBLIC SCHOOL P&C MEETING

7.00 PM, WEDNESDAY 19 August 2020

Via Zoom Video Meeting

1. Welcome

- **Acknowledgement of Country** – Meeting opened 7:03pm. We would like to begin by acknowledging the Traditional Owners of the land on which we meet today, the Cammeraygal people of the Eora nation, and pay our respects to Elders past and present.
- **Zoom meeting protocol** – All attendees must use the Zoom Chat function to confirm their attendance so that a quorum can be confirmed. Anyone proposing or supporting a motion must say their full name.
- **Attendees** – Tanya Taylor, Jenni Brown, Rebecca Cleary, Ruth Semark, Amanda Ley, Amy Daly, Bec Muir, Joanne Mitchell, Joel Maroney, Adam Newman, Jackie Rowe, Raffi Mavlian, Simrita Virk, Meredith Robson, John Plumb, Cristin Jovicic, Claire Martin, Bec Muir, Ruth Semark, Slavka Vagnerova, Kylie Davidson, Michelle Chase, Fran Burge, Saskia Kirson, Joseph Zagari, Emmanuel Macrides.
- **Apologies** – Juliemma Moran
- **In attendance** - Jennifer Simmonds, Kylie Davidson, Shaun Michael
- **Confirmation of quorum**
 - The minimum number required for a quorum is 11. A quorum was declared with 26 members in attendance.
- **Adoption of meeting agenda**
 - The meeting agenda was adopted. Proposed by Rebecca Cleary seconded by Amy Daly. Carried.
- **Confirmation of previous minutes**
 - Minutes of the previous meeting held on meeting held Wednesday 27 May 2020 were confirmed without objections or amendments. Proposed by Rebecca Cleary seconded by Meredith Robson. Carried.

2. School Executive Report Presented by Jennifer Simmonds

- Education week was a great success with over 2,600 views of the videos posted.
- COVID-19 continues to impact our lives with recent changes to sport, choir, band.
- The COVID modified reports were issued with parent teacher interviews in weeks 6-8. So far there are over 600 bookings which is more than half of the school. If parents have concerns that they need more time to address, please contact your teacher.
- There have been some concerns raised about the use of some social media apps so we ask that parents remain vigilant and monitor what children are accessing.
- Currently teaching mandatory child protection lessons from K to 6.



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- There are a number of ongoing defects that are being addressed including some design faults. We have been able to gain some new furniture to replace items 20-30 years old. This will go into year 2 and 3 classrooms. There will be a feedback session for the department tomorrow.
- Professional learning continues with a session on the Microsoft learning platform.
- Currently starting to work with the teachers on the evaluation of the school plan.
- The athletics carnival was a great success with beautiful weather supported by Little Athletics.
- Thank you for the P&C support at drop off and pick up. We now have a pedestrian crossing assistant.
- The laneway between the primary and high school is currently under construction. We are yet to get a completion date.
- Currently the 2021 Kindy enrolments sit at 116. The transition program is being reviewed in light of COVID restrictions.
- Please advise the school if you are planning on not returning in 2021.
- Embarking on a visible learning program which will continue for the next three years.
- There is some building work around Block C to finish off the roof and guttering work.
- In semester 1 the P&C donated over \$65k to the school. So far in semester 2 it is over \$57k. There will be no further prompts for payment in acknowledgement of COVID-19 impacts.

3. President's Report

- The challenges keep coming and a lot of our work has been in reaction to the changing situation and the impact on clubs. Thank you to everyone for being so flexible. The band put in place good practices however the situation has now changed. Chess and netball can continue on the school grounds ensuring there is limited parent involvement. The uniform shop remains open.
- The playground equipment has been installed.
- The dads' club has had another event and will be collaborating with the Fathering Project.
- Our second online advertising supplement came out this week. Thanks Sim.
- The wrong hoops were provided for netball, but the club is addressing this.
- We continue to work with the school on improving communication. If any parents have problems or concerns, please let the P&C know or contact Jennifer.
- The lost property angels are no longer able to operate on site, but the students are working on being more responsible for their clothes and lunch boxes.

4. Treasurer's Report presented by Raffi Mavlian

- There has not been a lot of financial movement due to the lack of events.
- The main financial movement has been in relation to \$57,700 to the school for technology items.

5. Sub-Committee Reports

Standing Committees

- a. Band – A report was submitted prior to the meeting and posted on the website. Mem Robson noted that Band had a couple of weeks back at face to face sessions, but they are now returning to Zoom sessions. Tutorials continue at the school however parents are reminded to remain off the grounds.
- b. Netball - A report was submitted prior to the meeting and posted on the website. Bec Muir noted that Netball has been able to play and all the hoops at the school have been adjusted.



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Team photos are being organised for September. There is likely to be a twilight comp for the over 10s this year. The club still has a balance of about \$60k but nothing has been paid out for this year.

- c. Chess – A report was submitted prior to the meeting and posted on the website. Tanya Taylor noted that the Chess Club is looking at installing a storage box for the large pieces on the outdoor board.
- d. Uniform - A report was submitted prior to the meeting and posted on the website. Slavka Vagnerova noted that Uniform has successfully located to the new building and is using the compactus. The team will finalise the setup over the remainder of the year. Offsite storage has been arranged which requires a lot of transport, but it is being managed. The second-hand sale was a success. The uniform shop is waiting to see how they will handle the kindy 2021 intake depending on restrictions. The winter skirt survey results are pending. Shaun Michael will finalise numbers by Friday.
- e. Sustainability – The students are going to provide suggestions to the school on what they want the sustainability committee to do.

Ad-hoc Committees

- f. Events
 - Unfortunately, the Fathers' Day stall will not go ahead this year due to COVID restrictions and being able to operate it safely.
- g. Traffic –
 - Coffee with a Cop session provided some good information on managing pedestrian safety around the school.
 - We finally have a crossing supervisor on Oakville. The P&C is still trying for one on Keary St.
 - Kiss & Go helpers are doing a great job. They will continue for the immediate future, but the rostering system may change for the afternoon. They are encouraging everyone to do the right thing.
 - Willoughby Council has come to the school to look at moving the crossing closer to the Dan Murphy's carpark. They have said no, but the traffic taskforce will pursue further.
- h. Dad's Club – Adam Newman hosted another event on 5th August. The Fathering Project was launched followed by a jam session. The next event will be a Lego father / child event. Please let Adam or Joel know if they have any ideas for the event or sponsorship opportunities.

6. Business arising

- a. School Development – We are waiting on the little COLA roof to be installed on 29th August and the playground near the Rose Garden is pending installation.
- b. New Computers – These have all been delivered to the school and will have P&C stickers on them.
- c. Playground – The finances have been finalised.
- d. Uniform – The vote on the winter uniform change will be finalised on Friday. If the skirt is approved, the white shirts will be phased out over three years.

7. Communication

- There has been some feedback on school reports and communication. A survey will be put out to the school for feedback and suggestions.
- Willoughby Council communication has been ongoing regarding traffic management.

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- There has been some verbal abuse of volunteers in the Kiss & Go area which will be addressed by information to the helpers and community.
8. **Other Business**
- Sim Virk congratulated the school for doing such a good job taking care of the kids as they transitioned back to school.
 - Ruth Semak raised a complaint about the follow up of school fees including the voluntary contribution amount. Jennifer Simmonds noted that there is no further follow up.
 - Mem Robson suggested that people be encouraged to wear masks at school drop off and pick up.
 - P&C Committee positions – At the Term 4 AGM all committee positions will be open. The role of president and secretary will be vacated with these office bearers not standing for re-election. Please contact Tanya or Jenni for information about the president role or Bec to find out about being secretary.
9. **Meeting Closed 8:04pm**