

**MINUTES**  
**WILLOUGHBY PUBLIC SCHOOL P&C MEETING**  
**7.00 PM, WEDNESDAY 12 AUGUST 2015**  
Staff Room, Level 1, Administration Building at the School

1. WELCOME AND APOLOGIES

ATTENDEES: Melissa Fisher, Phil Skurrie, Rebecca Cleary, Rosina Blake, Carolyn Kam, Colin Sargent, Janice Choy, Evelyn Bowes, Chris Bowen, Matt Duff, Mandy Hyslop, John McLay, Simrita Virk, Alex Dimanis, Rachel Olsen, Matt Sharpe, Penny Hackett, Jenni Brown, Sarah Thomson, Jane Parker, Gabriel McCarthy, Georgina Croft, Emma Bourne, Donne McDuie, David Choy.

APOLOGIES: Emily McCutcheon, Tanya Taylor, Tony Bellia, Gary Bigg.

IN ATTENDANCE: Bill Bird, Michelle Verhagen, David Trevena

2. CONFIRMATION OF QUORUM (11 REQUIRED)

25 members present

CONFIRMED

3. ADOPTION OF MEETING AGENDA

Moved: Phil Skurrie

Seconded: Rebecca Cleary

CARRIED

4. CONFIRMATION OF PREVIOUS MINUTES

Meeting held 20<sup>th</sup> May 2015

Moved: Phil Skurrie

Seconded: Rebecca Cleary

MINUTES CONFIRMED

5. BUSINESS ARISING

• NEW COMMITTEE MEMBERS WELCOME & INTRODUCTIONS

Rugby League Club - Tony Bellia (Convenor) & Gary Bigg (Secretary)

• DEMOUNTABLES FOR 2016 PRESENTED BY BILL BIRD

Several parents have emailed the school concerned about this issue and Bill has responded to all of them. Asset management plan to have the DA in to Council by the end of the week covering the new demountables for 2016. One is proposed for the end of the games court. The second is proposed for behind the canteen but this may not be approved so the next option is in the staff carpark pending a discussion with staff. Bill Bird has committed that he will be the first to volunteer to give up his car space.

There was a question about the laneway behind 1C. This land is owned by Council and we could seek their permission to use the land as part of the DA. Bill Bird will ask Asset Management Unit for permission to use this area.

The school is confident only two new demountables will be needed in 2016.

Majority opinion at the meeting was that playground space must be maintained.

It was noted that part of the master plan is how the school will manage growing numbers until the permanent facilities are constructed.

Action: It was proposed that Bill Bird ask the Asset Management Unit to amend the DA to locate the 2016 demountables in the lane behind 1C with the support of the P&C.

Further note: Bill Bird phoned the Asset Management Unit during the meeting and their representative will attend site on Friday morning to look at the lane as an option for demountables.

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Secretary

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President

## 6. SCHOOL EXECUTIVE REPORT

Presented by: Michelle Verhagen

- PBL Values – Michelle Verhagen explained the revised Positive Behaviour for Learning (PBL) that has been implemented at WPS. Three general expectation areas have been applied and they cover showing respect, being responsible and doing your best. PBL is linked to the new award structure and the house points. It is having a positive impact.

## 7. PRESIDENT'S REPORT

Presented by: Melissa Fisher & Phil Skurrie

### • SCHOOL TRAFFIC PROPOSAL – UPDATE

Presented by Mel Fisher

Oakville Rd has new restrictions which we are hoping to replicate in Eaton Rd. New double yellow lines in Keary St have been introduced to stop U turns. Keary & Oakville crossing is still the top priority and a roundabout is being strongly promoted, which will result in the movement of the existing nearby crossings to allow good traffic flow.

It was noted that traffic changes have started to impact behaviour and keep cars away.

Rachel Olsen discussed the Warrane Rd walking bus as a good example of how this system works and volunteered to assist set up the system in other areas.

### • COLA – PRESENTED BY PHIL SKURRIE

The shade grant submission was unsuccessful. At the last meeting there was discussion about building a COLA that is likely to be pulled down as part of the development. It was agreed that a whole of school meeting place is needed in the short term. This could be achieved either through a COLA or using off-site facilities. It was agreed to continue planning for the COLA to meet the needs of the school in the next few years.

### • INSURANCE RENEWAL -

Our insurance has been renewed at a lower premium.

## 8. TREASURER'S REPORT AND TABLING OF UNAUDITED FINANCIAL STATEMENTS

Presented by: Evelyn Bowes

YTD we have raised almost \$50k. The 2015 contributions are yet to be calculated. We still have some money from last year to give to the school. The audit is ongoing and the subcommittee reports for the next audit are needed in September. Some building fund donations have been received.

## 9. GENERAL BUSINESS

### • DEPARTMENT WORKING GROUP UPDATE

Presented by Phil Skurrie, Bill Bird and Colin Sargent

A forum was held a few weeks ago which helped people understand where the process is up to. At the forum demographic forecasts were contested. The Action Group has contacted ID Forecasting and they have agreed to test the Department's forecasting on their behalf to either verify or challenge the Department's numbers. The Action Group is hoping to get this by the end of August. The next PAG meeting is Monday. There has been another walk through of the school by the architects who have taken on board the concerns raised at the forum. The architects will consider as part of the master plan how to accommodate further growth above the current forecasts if this occurs in the future.

A page will be set up on the P&C website to provide information to date and update future progress.

#### 10. CORRESPONDENCE IN AND OUT

NIL

#### 11. SUB-COMMITTEE REPORTS

##### ○ EVENTS

As discussed by Carolyn Kam

Family Fun Night - \$13k with record numbers.

Blokes' Footy Night - \$3.8k raised and a great night.

Mothers' Day Stall – Broke even.

Fathers' Day Stall – 3<sup>rd</sup> September.

Parents & Teachers Party Bogan Bingo– 12<sup>th</sup> September

Earn and Learn ongoing.

Starry Night will be on at the end of the year.

P&C Advertising Booklet (Simrita Virk) – The online directory is performing well so the booklet will go online too. There has been a good response from business. We have raised almost \$5k YTD with limited costs.

LJ Hooker provided drink bottles for the sports carnival which was greatly appreciated.

Entertainment Book – Orders are up this year.

##### ○ UNIFORM SHOP

Report (financial) provided prior to the meeting and tabled by Janice Choy

All going well and the renovations are great. Profit for the period is about \$11k.

There have been some slight changes to the sizing of the uniforms.

##### ○ GROUNDS

Report provided prior to the meeting and tabled by Sarah Thomson.

Working Bee – Sunday 18<sup>th</sup> October.

##### ○ BAND

Report provided prior to the meeting and tabled by Mandy Hyslop.

Term started with assembly for the exchange students. NSW Band Festival on 2<sup>nd</sup> August.

Cupcake day 28<sup>th</sup> August. Concert Band will be performing at Willoughby Spring Fair.

No new instruments being bought, but with plans to change the band format next year this will need to be reassessed. At this stage there will be a training band, a year 4 band, a year 5 band with sectional groups and year 6 will be the senior performing band with 2 rehearsals per week.

The club is in a financially strong position.

##### ○ RUGBY

There were no Rugby Club representatives and no report was tabled.

##### ○ NETBALL

Presented by Melissa Fisher.

Finances are in order. One more round for most of the teams. 8 of the 13 senior teams are in the semi-finals. Presentation day will be September 13<sup>th</sup>.

##### ○ CHESS

Report provided prior to the meeting by Emily McCutcheon and discussed by Janice Choy.

There are now more than 90 students in the chess club.

##### ○ RUGBY LEAGUE

Report tabled (provided prior to the meeting by Tony Bellia).

12. COMMITTEE ANNOUNCEMENT

Melissa Fisher announced that due to personal commitments she will be stepping down as Co-President now rather than at the AGM. Mel indicated that she would be willing to continue to champion the traffic management planning and assist in other areas as required. Mel's huge contribution over the past years was acknowledged.

13. CLOSE OF MEETING

Meeting commenced: 7:05pm

Meeting closed: 9:10pm

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Secretary

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President