

MINUTES

WILLOUGHBY PUBLIC SCHOOL P&C MEETING

7.00 PM, WEDNESDAY 24 May 2017

Staff Room, Level 1, Administration Building at the School

1. Welcome and apologies

- **Welcome -**
- **Attendees** – Peter Meades, Chris Bowen, Colin Sargent, Bec Cleary, Cath Lloyd, John Plumb, Margaret Charlton, Shaun Michael, Carolyn Kam, Janice Choy, Theo Dorizac, Greg Flavel, Tony Bellia
- **Apologies** – Phil Skurrie, Matt Sharpe, Michelle Verhagen, Simrita Virk

2. Confirmation of quorum

- A quorum was not received

3. Adoption of meeting agenda

- Meeting agenda was adopted.

4. Confirmation of previous minutes

- Previous minutes were confirmed. Proposed by CB seconded by CL.

5. School Executive Report

- Great start to the year:
 - › The 26G camp to western NSW is coming up.
 - › Cross Country finally was held with 6 students going through to the Sydney North Carnival.
 - › NAPLAN ran smoothly – well done years 3 and 5.
 - › NAIDOC coming up.
 - › Sydney North Dance Festival was held with two groups from WPS.
 - › Semester 1 reports coming up for issue in the last week with moderation currently under way. An online system will be trialed for one class per grade.
 - › Thanks for a lovely Mothers' Day stall.
 - › The annual school report has been completed and is on the website in a new format.
 - › WPS is involved in the Department's School Excellence Framework review process. An external validation team will review the WPS submission. This is only the second year of the system and there will be a longitudinal study to assess the success of it. The aim is to ensure continuous improvement.
 - › As a school community, we need to focus on what will be happening between now and the end of the development process in 2020.
 - › New Learning Environments has been engaged to work with the school to decide what teaching pedagogies might look like in the future to ensure the learning spaces are configured to reflect

this. There will be flexible learning spaces with more tech integration to support and enhance the learning.

- › Some classes are trialing project based learning (PBL).
- › Thank you to the P&C for the 10 new iPads. They have already arrived and will be in use very soon. The school owns around 200 old iPads, many of which cannot be updated. These will be sold back to Apple and they will be continually updated.

6. President's Report (Peter and Chris)

- Phil Skurrie is no longer available to continue with his roles. We thank Phil for all his support to the school over the past years of service.
- The club grants application has gone in to fund a bus for Cromehurst, band activities, etc. Caz will seek information from Chatswood RSL on other funding opportunities.
- The COLA was well utilized for the ANZAC service which was wonderful.

7. School Development Report (Colin Sargent)

- PRG is back to fortnightly meetings. They are close to completing the schematic design which allows the DA to be lodged. It is hoped this will be signed off by the end of term with the aim of the DA being lodged in July. It will be a Council DA. There are many ongoing investigations into the impact of the development, including traffic studies.
 - › Still planning for a works start by end 2017.
 - › Fundraising is required for items that are not covered by the Department funding such as an extended COLA, noting that the existing COLA will remain. Another excluded item are some key covered walkway links between buildings and out to Keary St, so P&C funding would be a great benefit for these items.
 - › Air conditioning is still a high priority topic for many parents, however it seems that they need more information to help them understand why it will not be included and what the options are going forward.
 - › Construction staging and management is about to start and the information should be available for the next P&C meeting.

8. Business arising

- Canteen – A meeting was held yesterday with the new operators who are very engaged with the school. There were some concerns over the ordering fee. Reintroducing some sushi options. There have been some issues with the high school coming in late. The lines will be repainted to assist with waiting. Allergies seem to have been handled well. 5B has undertaken a survey to gauge student satisfaction. This may be rolled out more widely through all of year 5 and 6.

9. Treasurer's Report (Cath)

- Report was tabled.
 - › Over \$200K in accounts with \$175k brought forward. Only \$1,500 spent of the \$13k budget for the year. We have raised \$18k so far this year.
- Storage has been an ongoing issue. It was proposed to arrange for offsite storage which will help with the clothing shop and mothers' day gifts and other assets. It will also be important during the building phase. It was resolved to investigate and set up suitable storage.
- The insurance renewal will commence in June for a 1 August start. We are looking at increasing the level of property cover. It was proposed by Peter Meades and seconded by Rebecca Cleary to include this increase in insurance.
- Major sponsorship needs to be looked at as we may be missing out on opportunities.

10. Events & fundraising (Caz)

- Mothers' Day Stall
 - › Took advantage of bulk buying with stock left over for 2018 and it was a success. We already have some gifts for fathers' day stall in term 3.
- Welcome morning tea
 - › It was opened up for new families but not sure how widely this was taken up. The donations for food were down this year however the sausage sizzle was great.
- Future Events
 - › We will go ahead with the film festival.
 - › We have had an offer from a parent to organize a social event for parents. This could assist with development fundraising.

11. Clubs & Sub-Committees

- Reports received prior to the meeting from Band, Chess, Netball, Rugby League and Uniform Shop and tabled.
- Grounds – (Greg) The rose garden isn't in great shape and needs a significant replant. A watering system would be helpful too.

12. Communication

- Nothing to report.

13. Other Business

- Three eucalypt trees have been planted on Keary St which don't seem to be well placed. There are some concerns over their impact on vision and safety.
- High St Crossing – Even if we arranged funding for flashing lights on High St where 200-250 students cross every day, there would not be approval unless there was a serious incident.
- Uniform – There is a request from the students to:
 - › Change the fabric in the girls' summer uniform to be less itchy and cooler.
 - › Provide a pants option for girls.
 - › Review the white sports shirts.

Adding to the uniform will require parent consultation on proposed designs. Peter Meades to assist with supplier engagement.

14. Meeting Closed 9:12pm