

WILLOUGHBY PUBLIC SCHOOL P&C
MINUTES OF ORDINARY MEETING
Wednesday 15 August 2012 7.00pm

1. WELCOME AND APOLOGIES

ATTENDEES: Penny Hackett, Julianne Nash-Smith, Donna McDuie, Evelyn Bowes, Tanya Taylor, Sarah Thomson, Janice Choy, Jono Herrman, Ruth Garde, Cheryl Johns, Amanda Milin, Kate Goulston, Lynn Donohue, Caroline Herrman, Margie Powell, Rosina Blake, Rachel Olsen, Serena Cubie, Cassandra Madderom, Mandy Hyslop, Vicki Thirwell.
APOLOGIES: Mandy Viol, Tracey Redwood, Tracey Simpson

2. CONFIRMATION OF QUORUM - 21 members present **CONFIRMED**

3. ADOPTION OF MEETING AGENDA
Moved: Penny Hackett, Seconded: Sarah Thomson **CARRIED**

4. CONFIRMATION OF MINUTES
The Minutes of the General Meeting held on 23 May 2012 to be confirmed.
Moved: Penny Hackett, Seconded: Rosina Blake **MINUTES CONFIRMED**

5. BUSINESS ARISING

Uniform Shop

- The P&C recently wrote to the Australian Taxation Office in relation to the omission of the payment of compulsory superannuation contributions dating back 7 years for Lynda Morris, the manager of the uniform shop. The P&C has asked the ATO to use its discretion to waive the interest and administration fees which are payable in respect of that omission. Whilst the P& C adopted new systems in 2011 to ensure this will not happen again there will be an impact on the current financial year's revenue of approx \$3,200.
- Janice Choy has been appointed the new treasurer of the uniform shop. Thank you to Teresa Montford for her services as past treasurer.

6. SCHOOL EXECUTIVE REPORT Provided by Patricia Petterson

- Thank you to Michelle Verhagen for organising all of the class and team photos.
- The school is considering adding cabling infrastructure and software to support technology initiatives. Although the Department of Education has yet to approve it the school is in the process of obtaining quotes. By the middle of term 3 it is anticipated that the wireless rollout will be completed.
- Some great things have been happening at the school this term including the Spelling Bee, Year 5 Bathurst camp and information sessions on the library and cyber safety.
- As it is the School's 150th birthday next year we are organising a special photo of all the staff and students to commemorate the occasion. This will be available for sale and will also feature in the Cookbook.
- There will be 2 development days at the end of term 4 (20 and 21 December) so the last day of school will be Wednesday 19 December.

7. P&C PRESIDENT'S REPORT Provided by Penny Hackett

- Thank you to Margie Powell and Tanya Taylor and their team who have done a fantastic job in raising nearly \$40,000 at the annual fundraiser. It was another great night but a huge amount of work was done by a lot of people so this must be recognised.

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President

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- Thank you to Sarah Boyd who managed the P&C website for several months whilst Julianne Nash-Smith was on leave.

8. AGENDA ITEMS FOR DISCUSSION

(i) Joanna Limbert and Glenda Watkins: Statement from Teachers Federation on NSW Government's Local Schools Local Decisions (LSLD) Reforms

Miss Limbert and Mrs Watkins addressed the P&C and outlined the position of the Teachers Federation in relation to LSLD reforms which are designed to increase public schools Principal's financial and staffing responsibilities:

- At the forefront of the Teachers Federation concerns is ensuring quality of education. The LSLD reforms will involve significant restructuring of the NSW Department of Education which will ultimately lead to a loss of teaching support (particularly in the areas of specialist teachers for children with special needs, teacher sick leave and training cover and increasing casualisation of staffing) and consequently undermine quality of education.
- There is a real concern that the \$100,000 annual budget the School currently receives for teachers wages will be cut under the LSLD Reforms.
- The Federation believes that the reforms are solely a cost cutting exercise and the future is uncertain.

There then followed a discussion about how the P&C could acknowledge the concerns of the teachers at WPS. It was then **MOVED THAT** the P&C send information to the parents concerning the LSLD reforms which includes a statement outlining the position of the Teachers Federation. Moved: Penny Hackett, Seconded: Sarah Thomson
CARRIED

(ii) Support/funding for High School transition workshop for year 5 and 6 children and parents – Lynn Donohue

Lynn and her son recently attended a workshop that focused on transitioning students from primary to secondary school which she found both informative and practical. Lynn has proposed that the P&C consider holding one of these workshops at the school. The approximate cost is \$750. There followed a discussion about how the workshop would be funded and it was then **MOVED THAT** the WPS P&C explore parent interest to run a life skills workshop for potential high school students. The P&C would subsidise the cost of the workshops to a limit of \$200. Moved: Rosina Blake Seconded: Penny Hackett. Lynn Donohue agreed to take responsibility for surveying the parents. **CARRIED**

(iii) Uniform Change Update

The survey that was conducted earlier in the year was designed to test the mood for changes to the current uniform and seek comments from parents. It was agreed that any future survey needed to include more information on the specific changes contemplated in developing a new uniform. The survey result was generally supportive of change but not for a wholesale replacement of the uniform. The recurring themes from the comments were that parts of the uniform needed updating particularly the sports uniform, hat and girls tunics. Mrs Petterson is gathering a working party to looking at some options with the aim of presenting samples for consideration by the School in several stages over the next year.

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Secretary

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President

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MINUTES OF ORDINARY MEETING
Wednesday 15 August 2012 7.00pm

(iv) Planning for school's 150th birthday

Volunteers will be needed to plan special events that will take next year to mark this milestone. Tanya Taylor has agreed to head the steering committee that will plan what will take place and when.

(v) School overcrowding on lower north shore – public meeting

The School has grown significantly over recent years together with many others on the lower north shore. That growth (approximately 30%) has occurred as a result of demographic changes, baby boom, increasing urban density and housing developments etc. Significant increases in population are expected over the next 20 years as part of the NSW State Governments Metro strategy which requires 10,000 new dwellings in our council area and 44,000 on the lower north shore. Unfortunately the public education infrastructure in this area is already above capacity in many schools. It will clearly be insufficient to meet expected growth in student numbers and there are limited opportunities for building new schools. A group of regional P&Cs have formed an alliance to draw attention to the issues and to lobby local, state and federal governments for long term planning and funding for infrastructure to cope with the growth. Vicki Thirwell, a Willoughby Public School parent, will act as representative of the P&C as part of a working group between the P&Cs and Dept of Education. It was **MOVED THAT** the P&C support the initiative of the Northern Sydney Alliance of P&Cs to lobby in relation to overcrowding of public primary and high schools including communicating with parents. Moved: Penny Hackett Seconded: Sarah Thomson

(vi) Land affectation orders

There is vacant land and several other properties adjacent to the post office on Penshurst Street which would be ideal for the School to expand to. The P&C proposes that it approach the Department of Education (DOE) to seek land affectation orders in respect of this land. Such orders have successfully been obtained in relation to land abutting Willoughby Girls High School on Mowbray Road which give the DOE the first right to buy the land in the event the seller decides to sell it in the future. It was **MOVED THAT** Penny Hackett write to Gladys Berejiklian (member for Willoughby) and request she lobby the Minister for Education to make affectation orders in relation to all land abutting the School on Penshurst Street. Moved: Penny Hackett Seconded: Sarah Thomson

(vii) Insurance renewal – new requirement for notification and risk assessment for all P&C events

As the School has grown so has the P&Cs insurance premiums relating to its property. The issue is now the extent to which property of the P&C should be insured. The P&C auditor as advised that the full value of property should be insured. Consequently, the P&C has undertaken an asset valuation of all property owned by P&C and its sub-committees (excluding band instruments which are insured under the School's policy. The most substantial item is uniform shop inventory which fluctuates in value over the year. The maximum value of P&C property is estimated at \$80,000 (including the highest level of uniform stock during the year). It was **MOVED THAT** the P&C increase its property insurance to \$80,000 to cover the maximum expected value of assets over the coming year. The value of uniform inventory will be reported by the Uniform

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Secretary

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President

WILLOUGHBY PUBLIC SCHOOL P&C
MINUTES OF ORDINARY MEETING
Wednesday 15 August 2012 7.00pm

Shop sub-committee each term and extra cover will be taken if required. Moved: Penny Hackett Seconded: Amanda Milin

(viii) *Renewal of McGrath sponsorship*

The P&C has received approximately \$10-12,000 as a result of its current sponsorship agreement with John McManus and Adam Wong of McGrath Real Estate which involved an upfront fee of \$5000 and the opportunity to buy “branding” rights to various P&C events during the year. This agreement ends in September 2012 and the P&C and McGraths are both keen to renew it. It was **MOVED THAT** the P&C renew the sponsorship agreement on similar terms to last year for a minimum sponsorship fee \$5,000. Moved: Penny Hackett Seconded: Margie Powell

(ix) *Funding for expenses for Bunnings sausage sizzle*

The School has secured an allotted space at Bunnings Chatswood to run a sausage sizzle. Tanya Taylor, Catherine Gilhooly and Eloise Power have agreed to organize the event. It was **MOVED THAT** the P&C approve up to \$1,000 for pre expenses to be incurred prior to the sausage sizzle. Moved: Penny Hackett Seconded: Tanya Taylor

(x) *Succession planning*

The P&C is seeking expressions of interest for next year’s executive positions.

9. TREASURER’S REPORT Provided by Donna McDuie and Janice Choy

- Total cash is \$260,000 including the Building Fund (\$7,000) and Ancillary Fund (\$1,000).
- Profit from fundraising this year is approx \$46,000 to date.
- Revenue to date is approximately \$128,000 for this financial year which mainly is derived from fundraising and revenue from the uniform shop.
- End of financial year (30/9/12) is approaching and all financial reports need to be finalised.
- We are under budget but a number of items have not yet been expended.

10. FUNDRAISING UPDATE provided by Tanya Taylor

- The major fundraiser raised \$38,000. Thank you to everyone who helped make it such a successful night.
- Other fundraising initiatives planned for this year include Fathers Day stall and Bloke’s Breakfast as well as a raffle.

11. CORRESPONDENCE IN AND OUT

No correspondence in or out.

12. SUB-COMMITTEE ANNUAL REPORTS

12.1 BAND Provided by Caroline Herrman

- As tabled.
- The Performing Band achieved an outstanding result (Platinum) in the Yamaha Competition which is a first for a Willoughby band. The Concert band also had a great result achieving Gold and the Training Band Bronze. Well done everyone.

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WILLOUGHBY PUBLIC SCHOOL P&C
MINUTES OF ORDINARY MEETING
Wednesday 15 August 2012 7.00pm

- A sausage sizzle held during term raised \$1800.
- Band camp was a great success with 73 kids attending. The Training band workshop also went well.

12.2 RUGBY Provided by Neil McCoubrey

- As tabled.
- Term 3 is the busiest for the club. It now has 85 members and is in good shape.

12.3 NETBALL Provided by Kate Goulston

- As tabled.
- The season has now finished and the Club is in a good financial position.

12.4 CANTEEN provided by Penny Hackett and Janice Choy

- The P&C Canteen has been closed and is being wound up. Janice Choy has completed the accounts and the only matter outstanding is finalisation of the workers compensation premium refund. The final distribution is likely to be approx \$11,000 paid to each of WPS and WGHS P&Cs.

12.5 CHESS CLUB Provided by Jono Herrman

- As tabled.
- Chess Club now has 43 students
- One of the highlights of term 2 was Willoughby's performance (3rd in division) in the NSW Junior Chess League and progression through to the regional finals in a competition run for all schools using SAC. More events in term 3 and 4.

12.6 GROUNDS Provided by Sarah Thomson

- As tabled.
- The next working bee will be held on 9 September 2012.
- It is planned that the School will arrange for timber seating to be installed using the \$3000 Willoughby council grant.

12.7 UNIFORM SHOP

Minutes of last meeting and Treasurers report tabled.

13. GENERAL BUSINESS

None

MEETING DURATION

Meeting commenced : 7:28 pm

Meeting closed : 10:02 pm.

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Secretary

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President