

**PARENTS & CITIZENS ASSOCIATION**

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**MONTHLY MEETING AGENDA**

**Wednesday 5th May 2021**

**6.00PM**

#	AGENDA ITEM	TIMING
1	<p>Meeting Commenced :</p> <p>Welcome</p> <p>Record of Attendance – In Person – Julie Perkins, Carolyn Lakiss, Andrew Foxwell, Sean , Jasmin Guthrie, Bec Hewitt, Peta Cavell, Marilyn Tesoriero, Janine Simons, Lucy Cullum, Ian Hocking, Marly Greenwood, Kim Maurer</p> <p>Via zoom – Kelly Brown, Lisa Annous, Maddy Pentland</p> <p>Apologies – Jennifer McDonald, Rachel McGregor, Kylie Di Cesare, Cheryl Johnson</p> <p>Acceptance and Signing of Previous Minutes – Marilyn, 2<sup>nd</sup> Ian Hockings</p> <p>Conflicts of Interest – N/A</p>	6.00PM – 6.05PM (5 minutes)
2	<p><b>Principal's Report –</b> Will discuss school plan, in implementation phase. You can see a copy on the school website. It is a public document. Focus on literacy and numeracy. Staff are focused on collaboration.</p> <p>There is a focus on attendance – the school is aiming for everyone above 90% attendance. Even 90% is missing the equivalent of a whole year of schooling over their school career.</p> <p>Naplan is underway. The kids are doing well. We are one of the few schools still doing paper Naplan. From next year all schools are online.</p> <p>Asbestos issue – we had a contractor in 2019 that was building a retaining wall for the school and used fill that contained asbestos. The department acted immediately and made the area safe.</p> <p>There is going to be significant remediation works. The reason for the hold-up is because the EPA has been testing and it has taken 18 months. On 11/5 the EPA released a report stating it is safe to leave the fill encapsulated. The</p>	6.05PM – 6.20PM (15 minutes)

upshot is that we are going to get a couple of amazing playground areas. We hope to incorporate some of the Year 7 transition program designs. Also, the area down behind the Q Block buildings. Out of what has been a horrible situation for the school we will get two really fantastic, usable playground spaces for the school. It is now a department project that will move quickly. Julie is expecting a remediation plan before the end of the term and work done before the end of 2021.

Budget wise we have carried over about \$300k of funding from last year and that needs to be spent on school improvement. K-12 basketball courts needs to be upgraded – that is approximately \$100K. A full K-12 PA system will also be implemented which will cost between \$40-\$100K.

The school did not receive much in the way of school fees in 2021 due to Covid which was completely understandable under the circumstances.

Question from Marly – is there any way of extended the play space in the primary school area?

Julie – there is a plan in place for that entire play space, and we can look at that plan again for the next phase.

Question from Kelly re early start/finish time, objected to it from the start regarding the safety concerns and congestion. KB believes it is unsafe. Was there a risk assessment completed? What is the outcome for the children re the benefits of the buddy system for the teachers?

Julie – has spoken with Sutherland Shire Council and Sutherland Police to get assistance with ensuring it is safe. SSC were not interested. The police didn't attend. One option is available is to talk to transport NSW regarding adjusting the timing of the traffic lights.

Julie will take onboard the feedback and continue assessing.

Re the buddy collaboration system, it is designed to improve teaching outcomes, so the idea is improved student learning outcomes. Staff are identifying individual students, what their individual learning needs are and working towards plans to help students.

#### **Deputy Principal's Report – Carolyn Lakiss**

There has been lots of questions re interrelate. Stage 3 parents are very keen. Thank you to all the parents for attending the Monday afternoon assemblies. Helena Turner put on a lunch time concert. She would like to do a lunch time concert for the primary kids. It will be on the 2<sup>nd</sup> of June; auditions are Thursday 20<sup>th</sup> May and Thursday 27<sup>th</sup> May. Only singing and musical performances.

We understand that there are families struggling from a monetary POV, so they have tried to limit the extracurricular activities where possible. There are some excursions coming up in term 2. There will be a camp in term 4 for years 5 and 6.

	<p>If the community is not keen for extracurricular activities to be offered any more then it is an option to reduce for now.</p> <p>Marilyn – The P&amp;C is considering a family questionnaire to get this type of feedback</p> <p><b>Deputy Principal’s Report – N/A</b></p>	
<p><b>3</b></p>	<p><b>President’s Report – N/A</b></p> <p><b>Vice President’s Report –</b>  Marilyn - Updates on Mother’s Day. It was a great morning and went really well. We sold 403 gifts, holding back some stock for father’s day and mother’s day next year. Profit was over \$1200 for the stall.</p> <p>Volunteer roster worked well.</p> <p>The P&amp;C would like to start up a Facebook page to take the admin off the school. It has been set-up, but we need some photos of the school. We need to represent both K-12 school.</p> <p>P&amp;C Federation – we have generated standard emails for the exec positions within the P&amp;C. Have also created a central office 365 holding station through the P&amp;C Federation. It will allow everything to be centrally stalled. Just needs to be activated.</p> <p>School Banking is going to be run out of the uniform shop.</p> <p><b>Vice President’s Report –</b>  Marly – Marilyn has decided to step down, but she has done an amazing job and we would like to thank her.</p> <p><b>Secretary’s Report –</b>  Jasmin – reiterate Marly’s words about the amazing work Marilyn has done for the P&amp;C</p> <p><b>Treasurer’s Report –</b>  Updated provided by Secretary in lieu of Treasurer</p>	<p>6.20PM –  6.30PM  (10 minutes)</p>

<p>Lucas Heights P&amp;C Account: 1002 6610</p>	
Balance at 3/3/21 (date of last meeting)	\$7,581.51
<p><b>Transactions</b></p>	
P&C Donations	\$12,522.51
P&C Membership	\$2.00
School Bag Stock	-\$3,726.69
School Banking	\$15.00
Mothers Day Revenue	\$3,275.00
Mothers Day Stock	-\$3,714.20
<b>Total Balance Movement</b>	<b>\$8,373.62</b>
Balance at 12th May 2021	\$15,955.13
<p>Lucas Heights P&amp;C Account: 1041 1910</p>	
Balance at 3/3/21 (date of last meeting)	\$8,208.40
Transactions	\$0.00
Balance at 12th May 2021	\$8,208.40

Still some community funds to be received. To be confirmed with Jen.

<b>4</b>	<p>Vote on open positions Marilyn has officially stepped down, declaring one of the vice president’s position open.</p> <p>Vice President: Maddy Pentland nominated by Marly, seconded by Julie Perkins (including communications) Treasurer: Kelly Brown nominated by Marly, seconded by Kim Maurer General Member (x 5)</p> <ul style="list-style-type: none"> <li>- Cheryl Johnson nominated by Marly, seconded by Marilyn</li> <li>- Bec Hewitt nominated by Marly, seconded by Sean</li> <li>- Peta Cavell nominated by Marly, seconded by Jasmin</li> <li>- Kim Maurer nominated by Julie, seconded by Jasmin</li> <li>- Lisa Annous nominated by Jasmin, seconded by Marilyn</li> </ul> <p>The P&amp;C is very grateful for everyone who is willing to get involved</p>	<p>6.30PM – 6.35PM (5 minutes)</p>
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<b>5</b>	<p>Update from Exec team on asbestos Covered in Principals Report attached</p>	<p>6.35PM – 6.40PM (5 minutes)</p>
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<b>6</b>	<p>Communication</p> <ul style="list-style-type: none"> <li>- newsletters – Julie the school won’t be going back to paper newsletters. The high school is doing a digital newsletter but focused on K-12.</li> <li>- achievement recognition – assemblies are covering the achievement recognition for primary. There is very little recognition from the High School. Certain teachers are really good, but for the most part there is little recognition. High School is also having values assembly.</li> <li>- website updates (P&amp;C section)</li> <li>- fundraising results (Colour Run / Easter Raffle) Colour run raised about \$20k, school receives about \$12k of that. It would be good to get a published updated final figure and what it is being used for.</li> </ul>	<p>6.40PM – 7.00PM (20 minutes)</p>
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	Money is going towards library resources and improvements in the school grounds	
<b>7</b>	Interrelate – junior and senior school Organised by P&C, Marly will ring Interrelate and find out the details and then co-ordinate P&C members to organise	7.00PM – 7.10PM (10 minutes)
<b>8</b>	<p>Sentral Portal</p> <ul style="list-style-type: none"> <li>- Is this active, minimal high school homework being posted and assessment notifications inconsistent. Is it possible for parents to have access to scope and sequence documents for each subject?</li> </ul> <p>Most of the homework is going from Google classroom. Assessment task notifications should all be going through the parent portal and double up via google classroom.</p> <p>Education perfect can be linked to google classroom.</p> <p>If there is a way to show what is “in class” work vs what is “homework” it would be very helpful.</p> <p>A reminder to teachers to post all assessment notifications to Sentral.</p> <ul style="list-style-type: none"> <li>- Student portal on the new platform is displaying age-inappropriate advertising</li> </ul> <p>Action item – Jasmin Guthrie to find original email regarding inappropriate content and forward onto the school to investigate.</p>	7.10PM – 7.20PM (10 minutes)
<b>9</b>	<p>High school lockers – can this be revisited</p> <p>We can look at this again, Julie will provide an update next meeting</p>	7.20PM – 7.25PM (5 minutes)
<b>10</b>	<p>Lunchtime clubs / Rosella Network Homework Club / School Band</p> <ul style="list-style-type: none"> <li>- What is available to students?</li> </ul> <p>The games clubs did exist but has tapered off a bit. There are currently no structured clubs running. There is always sporting activities available. The basketball court is now being allowed at recess soon.</p> <p>The oval is opened at recess type due to the short time frame and the staffing required to supervise.</p> <ul style="list-style-type: none"> <li>- Is there plans to restart Rosella Network Homework Club</li> </ul> <p>Yes, there is, the issue is finding appropriate tutors. The school hasn't been able to source any. Bec Hewitt works for a company that offers support and tutoring. She will connect with Julie directly about uni students that may be available.</p> <ul style="list-style-type: none"> <li>- Primary school band and internal promotion required to increase numbers</li> </ul> <p>We can't find anyone who will run a band of our size. Can the school promote it to try and get more people interested? We need 15 people for Engadine Band Time Music to take it on.</p>	7.25PM – 7.35PM (10 minutes)

	<p>Previously, payment was an issue with people signing up and then not paying. It has to be before school, or a casual has to be hired at \$500 per week to supervise.</p> <p>It would need to be paid up front for the entire term. It is a community user agreement, not a school run activity.</p> <p>Maddy – in terms of the P&amp;C Facebook page can they be shared to the Lucas Heights Page? Yes, we can. We should be trying to reach parents from as many channels as possible.</p> <p>Action: Julie to put together expressions of interest.</p>	
<b>11</b>	<p>P&amp;C Calendar &amp; School Calendar</p> <ul style="list-style-type: none"> <li>- Development of P&amp;C calendar</li> </ul> <p>We could consider alternating meetings bi-monthly – evening, and daytime.</p> <p>Discussion re zoom/video conferencing facilities. Can meetings be recorded for those that can't attend?</p> <p>Action: Next meeting agenda item – discuss frequency of meetings, structure / day / night options and sub committees. Will vote on potential options.</p> <ul style="list-style-type: none"> <li>- Co-ordination of calendars / access to / sharing of calendars so events can be planned in advance and minimise conflicts between events</li> </ul>	7.35PM – 7.40PM (5 minutes)
<b>12</b>	<p>Grants - P&amp;C would like to work with the school representative responsible for grant applications to write grants, so we can start receiving funding.</p>	7.40PM – 7.45PM (5 minutes)
<b>MEETING CLOSE – 7.45PM</b>		
	<p><b>Additional agenda items to be discussed time permitting, or will be rolled over to next meeting</b></p> <ul style="list-style-type: none"> <li>- Father's Day</li> <li>- Cashless fundraising</li> <li>- Award System</li> <li>- Fundraising Ideas</li> <li>- Sponsorship</li> <li>- School enhancements (planned in CY21, permanent playground equipment for junior school)</li> <li>- Uniform policy (follow up from AGM, review of Claudine's and socks)</li> </ul>	