

PARENTS & CITIZENS ASSOCIATION

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GENERAL MEETING - Minutes

Wednesday 7th February 2024

Agenda Item	
Record of Attendance (online on Zoom) Julie Adams Jasmin Guthrie Anwen Krause-Heuer Lisa Annous Maddy Pentland Felicity McDonald Carolyn Lakiss Jan Reardon Lihling Chong Georgie Young Nic Prodrumou Julie Rogers Rene Cahill <u>Apologies</u> None to record <u>Any new memberships</u> Lihling Chong to pay \$2 membership Georgie Young to pay \$2 membership	6.05PM
Acceptance and Signing of Previous Minutes Motioned Jasmin, no-one else able to second who was present. Carry over until next meeting.	
Conflicts of Interest None to declare	
Actions from previous meeting - No actions	
Principals Report (Julie) - Welcome back to 2024 - Writing will be a focus for K-12, has been successful in K-6. - Twilight professional learning on first day of school to focus on implementation on new curriculum. - Amphitheater construction well under way, due to be completed by end of term. No stage or cover to be constructed under this project. Federal grants available for large projects, one to be submitted for shade across the school.	
Vice Principal's Report (Carolyn) <ul style="list-style-type: none">• 1-6 students started last Thursday, Kindergarten started today. Thank you to kindy parents for making the transition smooth this morning.• Costs are increasing, especially bus costs. Year 5/6 camp will cost more than \$500, what can we do about activities and increased costs. How can we find out from parents how they are feeling	

<p>about costs, potential survey. ACTION: potential parent survey on costs of activities to be looked at.</p> <ul style="list-style-type: none"> • Question was asked about athletics carnival location, Sylvania vs the Ridge as a way of reducing bus costs. The Ridge is cold and unsheltered and would need bus for K-2 anyway. • Question about budget and planning for upcoming activities onto the calendar. Looking at many incursions to reduce costs. • New calendar in School Bytes. Sometimes bookings don't open for providers for the whole calendar year. <p>Request for financial support for swimming carnival, \$2800 to cover buses (\$14 per student, from \$34).</p>	
<p>Vice Principal's Report (Rene)</p> <ul style="list-style-type: none"> - Busy transition Year 7 into high school, hoping to be in final classes by Monday/Tuesday next week. Parent feedback received is positive. - JR: some subject adjustments needed with Sentral. Assessment tasks commencing. 	
<p>Presidents Report</p> <ul style="list-style-type: none"> - Welcome to 2024, great to see new faces in this meeting. Lots we can do to support the school and students. 	
<p>Secretary's Report</p> <ul style="list-style-type: none"> - Nothing to report here 	
<p>Treasurer's Report</p> <ul style="list-style-type: none"> - Rachel McGregor is stepping down as treasurer. - Financials audited for 2023. - Main bank \$42,405. Main transactions P&C contributions incoming, bags sold. Grant account \$48,000. 	
<p>OOSH tender. Request for update from school. Julie: tender process, no parent rep available. Department rep, Amanda Bell, Julie Adams. Likely to request current provider to extend. ACTION: Jasmin to resend email about the parent reps available.</p>	
<p>Parent feedback. Discussion around school communication, third party apps, SeeSaw.</p> <p>The school leadership has always indicated that parent partnerships are important, Seesaw was one avenue that provided an authentic bridge to see some of the things happening in classrooms and for teachers to send reminders or reach out for resources needed for student learning.</p> <p>Other schools have asked for a parent permission note to be signed for permission to use third party software such as Dojo and Seesaw. Is there a reason that LHCS isn't going down that pathway?</p> <p>Teachers are busy people and should not be disturbed out of hours to answer parent questions, however going through the office to pass on messages creates a bottleneck and gives the impression/ perception of teachers being unapproachable/ unreachable. What is being done to ensure that the partnership between home and school is being maintained in a manageable way for all?</p> <p>JA: Dept doesn't support third party platforms. All communication to teachers through school email address. Feedback from classroom teachers that Seesaw messages were being received late at night or during class time and they weren't able to respond. Teachers have capacity to send group emails through Sentral. Feedback about PDF attachments making email communication sometimes hard to find, especially links in PDFs aren't always accessible to open directly.</p> <p>Parent comment on the general email address: sending personal, private information to a general email doesn't always get a response- feels unapproachable but understood this is not the case as staff are great.</p> <p>School bytes is now to be used for calendar and payments.</p> <p>Both primary and high school reports were missing from Sentral at the end of 2023 and were not sent out, parents had to contact the office to have them sent.</p>	

<p>ACTION: JA and JR to meet with high school Sentral coordinator to discuss issues especially with reports and how notifications work. Invite Dianne James to run PL on Sentral portals.</p> <p>Weekly Facebook summary posts are great, and also that those are sent via email as well.</p>	
<p>Parent feedback. Claudine's uniforms.</p> <p>Junior uniforms out of stock (size 8 summer shirt), Claudine's reported they thought moving to sports uniform as standard.</p> <p>High school- 1/3 of Year 7 starters unable to get parts of uniform.</p> <p>School met with Claudine's last year and were clear on the uniform expectations.</p> <p>Many second hand uniforms available with Carolyn – something to think about for swapping/sharing what there is available.</p> <p>ACTION: look at how to distribute second hand uniform stock</p>	
<p>Parent correspondence. Request from Warren Hart for P&C to write a letter of support regarding traffic survey at the intersection of Old Illawarra Rd and David Rd. Dangerous intersection for students crossing.</p> <p>ACTION: Anwen to draft letter of support for traffic survey</p>	
<p>Book packs 2024</p> <ul style="list-style-type: none"> - No feedback - ACTION: Jasmin to ask Torstar for numbers of packs purchased 	
<p>Fundraising opportunities/upcoming events</p> <ul style="list-style-type: none"> - Easter Hot Cross Buns. RRP \$9, sell for \$10 at \$2.50 profit a pack. Last year 84 orders (~\$210 profit) - Local Government Election Saturday September 14. 2024. <p>ACTION: Consider P&C Facebook group (as opposed to the public Facebook page) to coordinate volunteers.</p> <p>School building fund donations can utilise the P&C not for profit status. Needs a project to contribute towards.</p> <p>ACTION: keep school building fund on the agenda to come through P&C</p>	
<p>Grants</p> <p><i>Successful</i></p> <ul style="list-style-type: none"> - Community Building Partnership 2023 Sensory Playground. Update. CRS quote to come, hopefully quote before next meeting. ACTION: Jasmin to request extension for Community Building Partnership. - Sutherland Shire LEAF grant (\$1000) native bee hive. Beehive delivered Monday 5/2, unfortunately workshop wasn't able to go ahead at the time. Needs a small team dedicated to looking after it and making plans if there is a heatwave. <p><i>Application in progress</i></p> <ul style="list-style-type: none"> - Jenny Ware Hughes Volunteer Grants, \$1500 for marquee. Submitted, approval of outcomes April 2024. <p><i>Upcoming</i></p> <ul style="list-style-type: none"> - Sutherland community grants and subsidies open 26 Feb 2024. 	
<p>Other business</p> <p>Carolyn: Financial support for swimming carnival bus. \$2860 reduces cost to \$14 per student for pool entry and lane hire. Without it, \$34 per student.</p> <p>Children are expected to attend these as school days.</p>	

<p>Motion raised by Carolyn for \$2860. Discussion to increase cost to \$20 and P&C to cover the gap to be equitable between primary and high school. Modified motion: \$6 contribution per student for the bus, remainder to be covered by the P&C. All voting members in favour, motion passed.</p> <p>Student fundraising request – Jasmin. Georgie McDonald Year 5 gymnastics/acro. Selected to go to Portugal in Australian Development Squad. Grants aren't readily available. Link to a fundraising page available. School able to provide \$500 towards the costs. School fundraising event, speaking at assembly. Iceblock day, P&C to contribute the costs of iceblocks. Motion: Jasmin raised motion to donate ice blocks, all in favour.</p> <p>ACTION: Seek feedback on days/times for future meetings</p> <p>P&C contribution \$40 voluntary per family. ACTION: Jasmin to do a summary of P&C supported projects via fundraising and family contributions.</p>	
<p>Summary of actions</p> <ul style="list-style-type: none"> - potential parent survey on costs of activities to be looked at. - Jasmin to resend email about the parent reps available for OOSH tender. - JA and JR to meet with high school Sentral coordinator to discuss issues especially with reports and how notifications work. Invite Dianne James to run PL on Sentral portals. - look at how to distribute second hand uniform stock - Anwen to draft letter of support for traffic survey - Jasmin to ask Torstar for numbers of packs purchased - Consider P&C Facebook group (as opposed to the public Facebook page) to coordinate volunteers. - keep school building fund on the agenda to come through P&C - Jasmin to request extension for Community Building Partnership. - Seek feedback on days/times for future meetings - Jasmin to do a summary of P&C supported projects via fundraising and family contributions to distribute. 	
<p>Meeting schedule 2024:</p> <ul style="list-style-type: none"> - March: AGM & General meeting, 6th March (in person). Also high school open night. - April: 3rd April (online) - May: 1st May (in person) - June: 5th June (online) - July: 3rd July (in person) - August: 7th August (online) - September: 4th September (in person) - November: 6th November (online) - December: 4th December (scheduled to be in person, propose change to online due to last meeting of the year) 	