

Sydney Secondary College Leichhardt Campus

P&C Minutes of General Meeting 4th June 2018

Attendance recorded in attendance book.

Parents & Carers: Michael Zanardo, Simon Harch, Susan Mercer, John Collyer, Siranda Torvaldsen, Ann-Therese King, Anna Cody, Jane Crawford, Yvette Novak, Susan Terravecchia, Eoin Murphy, Robyn Bernstein

Staff members: Vince O'Donnell (Relieving Principal), Melinda Bright (Relieving College Principal), Liz Jones (Head PDHPE)

Apologies: Vanessa Palfreeman

GENERAL MEETING

Commenced 7.05pm.

Welcome given by President Jane Crawford to all attending.

1. Funding Request - Liz Jones, Head PDHPE - court line markings

Liz Jones presented 3 more quotes for lines on outside courts (Minutes 7th May 2018).

Action: P&C approved funding. Jane Crawford moved that the P&C contribute up to \$2879.00, seconded by Susan Terravecchia.

2. Approval of minutes from last meeting

Minutes from previous meeting approved by Jane Crawford, seconded by Susan Terravecchia.

3. Matters arising from previous Minutes

a. Canteen - the need to follow the revised Healthy School Canteen Strategy

Vince O'Donnell's research of canteen:

- i. Vince handed out copies of 2018 Canteen menu. The menu showed a good variety of foods including sushi, salads, sandwiches, wraps, focaccia, a variety of hot foods, and Gluten free options.
- ii. No soft drinks, only peps max with no sugar, other drinks have some limited sugar like spring water...juice is worse for sugar, but flavoured milk is particularly sugary and apparently very popular (new strategy says to limit the portion size). Susie Ricci (Canteen Manager) has said that she will move towards providing 'lite' flavoured milk.
- iii. They sell liquorice, which may be the confusion with lollies. No evidence of any other lollies. The canteen sells things like chocolate muffins (low fat), milo ice creams, which are clearly unhealthy, but there is a rule of not advertising them at the point of sale, the canteen is essentially complying with the rules.
- iv. Susie Ricci has indicated that they comply with all allergy awareness certification and training.
- v. Most popular canteen items - flavoured milk and chicken teriyaki.
- vi. **Future Action:** P&C can ask for a quarterly basis survey (staff and students) to be done by the canteen.

b. Coffee Cart

Vince O'Donnell follow up - There is no coffee machine in canteen which is a point of conjecture around the coffee cart project.

c. **Canteen upgrade update**

- i. Melinda Bright reported canteen upgrade to be postponed due to General Maintenance staff shortage.
- ii. **Action:** P&C fund allocation of \$10,000.00 for canteen upgrade to be reinstated to uncommitted P&C funds.

d. **Toilets**

Complaints about cleanliness, no soap, no toilet paper, doors on cubicles, girls toilets especially mentioned.

- i. Vince O'Donnell checked the toilets straight after the last meeting, "the toilets are looking the best I have ever seen them". Clean, soap available, excessive toilet paper, hooks on doors, locks are functioning, no visible graffiti. Last week however, two cubicles in the boys toilets were damaged.

e. **Student Behaviour Boarding Buses-Norton Street at Pioneers Park**

Vince O'Donnell follow up - Executive on 370 bus duty have been told to go to Pioneers Park. Need to see the impact of this.

f. **School Policy for how and where students undertake make up tests**

Vince O'Donnell follow up - our current assessment policy has 'procedures for student absence from tasks and prolonged absences' which will now include clearer detail about providing separate supervision where possible.

4. **Reports**

a. **Principal's Report** (Vince O'Donnell, Relieving Principal)

i. **General Report**

1. Vince O'Donnell relieving as Principal for Melinda Bright until the end of the term, David Springbett - relieving as Stage 4 Deputy Principal, Tim Paterson - relieving Head Teacher Learning and Engagement role.
2. Olivia Edwards was recently permanently appointed to HSIE- we are fortunate to have her full time. Selection process for another HSIE teacher is underway.
3. Our School was unfortunately hit by external graffiti and vandalism in recent weeks, very disappointing, but rectified quickly.

ii. **Recent Events**

1. Athletics Carnival Wed 9th May was an enjoyable day.
2. Thanks to Robyn Bernstein for attending the Selective School Selection committee Meeting on Friday 18th May.
3. NAPLAN (May 15-17) went smoothly.

iii. **Future Events**

1. Staff extended professional learning evening to occur this Wed 6th June.
2. ACCORD - "*Show what you know*" night, 25 June, 5pm-7pm.
3. Reports are being written now for students. Student progress interviews will be Wed June 27th for Year 7 and July 5th for Year 8. Next term, Year 9 will be July 26th and Year 10 will be Aug 7th.

b. President's Report

i. Positions Vacant - SSCL P&C Treasurer and Assistant Treasurer

Notice seeking to fill these positions has been placed in school newsletter "Highlights". Email and Skoolbag alert to follow.

1. The P&C are sad to farewell our Treasurer Simon Harch and we wish his family all the best for their exciting move interstate. We are very grateful for Simon's thoughtful contributions at P&C meetings and the great job he has done as Treasurer this year.
2. The P&C also thank and farewell our Assistant Treasurer, Stephanie Le Marinel, who took on the position at her first meeting. We wish the Le Marinel family all the best for their move too.

ii. Jane Crawford thanked Yvette Novak for taking on role of Event Coordinator.

iii. Jane thanked the parents who took part in being audience member for Year 9 HSIE presentations "Changing Places" to redesign Tramsheds. Feedback from staff, students and participating parents very positive. The students have given the Masterplan sub-committee some great ideas.

iv. Jane questioned whether there should be an expiry date for P&C funds approved for any future proposals.

1. Melinda Bright agreed that some projects move exceedingly slow. It would be up to the P&C's discretion.

c. Treasurer's Report (outgoing Treasurer Simon Harch)

i. Simon and his family are moving to Brisbane end of June, once in Brisbane he will be "just a phone call away" to help with handover.

ii. P&C contributions: \$26,544.50 (as at end of April) - still to be deposited by school.

iii. Waiting to be invoiced by school for committed funds.

iv. P&C Account balance: \$73,049.25 (No withdrawals. One deposit \$7.00 cash - membership fees collected at last meeting).

Committed funds: \$70,602.00

Uncommitted: \$36,373.75 (available at end of 4 June meeting).

v. Lostock Account balance: \$11,308.14

Income: \$1,127.00 accomodation fees.

Expenses: \$398.38 (Electricity), \$127.90 (2 fire extinguishers)

vi. Account signatories need to visit bank in person to set up online access.

d. Secretary's Report

i. If anyone no longer wants to receive P&C emails please email ssclpc@gmail.com asking to be removed from contact list.

ii. P&C section of school website has archive of meeting minutes and other useful information <http://www.leichhardt-h.schools.nsw.edu.au/parents-citizens>

Big thank you to Sally Bury for maintaining website. Minutes for 2018 are also available on Skoolbag. Schedule of P&C meetings are on school calendar, including notifications in "Highlights" (school newsletter).

e. Event Coordinator's Report - Mini Music Festival Fundraiser

i. Night time event. Date to be confirmed.

ii. Co-ordinator: Yvette Novak

iii. Sub-committee: Siranda Torvaldsen, Ann-Therese King, Jane Crawford, John Collyer

iv. Yvette has begun talks with Mark Swaddling.

1. Hope to have variety of bands eg. staff, celebrity & parent bands.

2. Fundraising opportunities - selling food and drinks, raffles, auctions, etc. It would be good to have a goal in mind, something in particular that the money would go towards.
 3. Looking forward to a great fundraising night!
- v. **Action:** Mark to report back to committee with list of musicians and dates, to coordinate date of Mini-Music Festival with school. Eftpos machines need to be booked as soon as date confirmed.
- f. **Westconnex Liaison Coordinators Report**
- SSCL P&C representative Ann-Therese King attended the first WestConnex “Stage 3 Central” Community Reference Group (WCRG) meeting which is convened by RMS to communicate and consult with community groups who may be affected by the Westconnex.
- i. As the tunnel is coming under the school and or students use Leichhardt North Light Rail beside the mid-tunnel dive site, questions are significant about if and to what degree the school and its students, teachers and parents will be impacted.
 - ii. Inner West Council modelling looking at cumulative traffic impacts predicts 3500 truck movements per day (280 for Stage 3 Westconnex and 130 for Western Harbour Tunnel plus 2000 per day for concrete batching works and 1200 per day for multi-user facility), so student safety and travelling amenity is obviously an issue for school communities to be aware of.
 - iii. Haberfield P&C was on a previous version of this consultative committee, whilst Rozelle P&C is also on this one.
 - iv. The meeting significantly focused on setting up the terms, purposes and processes of the committee. There is an independent mediator. The purpose stated in the draft document was to ‘share information.’ The community requested ‘to share information with a view to ameliorating the impacts on the community.’
 - v. We accepted an offer for the relevant pages of the EIS (Environmental Impact Statement) as it affects the two schools on the committee to be sent to us.
 - vi. More info (re. final exact routes of the tunnel and methods of construction and therefore possible impacts with noise, trucks, dust etc) will allegedly be known once the 51% sale has taken place to a contractor, in the coming week and a new meeting may be scheduled about a month after this.
 - vii. The community requested that RMS place ‘attendance at the community forum’ by a contractor rep as a condition of the contract.
 - viii. One RMS engineer said that they hadn’t had many complaints about noise of tunneling at that depth and the figure of two weeks was mentioned for possible average length of vibrations/noise, but we will request clearer information on what we can reasonably expect and on the processes and timetable by which both schools will be duly informed so as adequate preparations can take place.
 - ix. RMS says non-invasive preparatory works in the area are predicted to take place in the third quarter of the year and more serious work may begin in the fourth quarter towards the end of the year.
 - x. Please contact the P&C and/or its rep if you have any questions or issues that you would like the rep to raise on the P&C’s behalf in this community forum.
 - xi. A joint letter with Rozelle P&C will be written to request a statement of anticipated impacts at this point, and to request a Dept of Education rep. is engaged in the process as well. Rod Megahey as Director of the schools affected is the P&C’s preferred Department representative.

- g. **Lostock Report** by Jane Crawford
 - i. Septic System needs replacing (very old, has concrete cancer)
 - 1. Onsite Environment Wastewater Management Report to be done prior to replacing (Dungog Shire Council requirements).
 - \$1800.00 (50% deposit of \$3600.00) to be paid prior to commencement of report.
 - h. **Master Plan Sub-committee Report**
 - i. Progressing. As part of audit - looking at most recent Department of Education space guidelines, the school currently complies with space allocation code within building for student population, however, for the amount of students the overall campus size is quite small compared to other schools.
5. **General Business**
- a. Jane Crawford thanked P&C parent member, Anna Cody for agreeing to sit on selection panel for new HSIE teacher.
6. **Next Meeting:** Monday 2nd July 2018 at 7.00pm in the common staffroom.
7. **Meeting closed** 8.45pm