

Sydney Secondary College Leichhardt Campus

P&C Minutes of General Meeting 7th May 2018

Attendance recorded in attendance book.

Parents & Carers: Robyn Bernstein, Jane Crawford, Siranda Torvaldsen, Susan Mercer, Yvette Novak, Ann-Therese King, Anna Cody, Kelly Stephens, John Collyer, Susan Terravecchia, Vanessa Palfreeman, Eoin Murphy

Guest: Rod Megahey, Director, Education Leadership (Iron Cove Network)

Staff members: Vince O'Donnell (Deputy Principal Y7/8), Ms Lisa Hartemink (Head HSIE/Aboriginal Education Unit Coordinator) and Ms Gabriella Barnett (Aboriginal Education Unit), Ms Liz Jones (Head PDHPE)

Apologies: Melinda Bright (Principal), Simon Harch, Sue Luburic

GENERAL MEETING

Commenced 7.05pm.

Welcome given by President Jane Crawford to all attending. Special welcome to guests, Rod Megahey (Director, Education Leadership) and staff members.

1. Guests

a. Rod Megahey, Director, Education Leadership (Iron Cove Network)

Rod Megahey introduced himself to P&C. Rod hopes to be a lot more visible. His role is to understand schools better than what the department has in the past regarding data and how schools are performing. Rod Megahey is accessible to P&C and looking forward to having the time to come in and understand the school, discuss issues, putting forth the departments views and policies.

b. Ms Lisa Hartemink, Head HSIE/Aboriginal Education Team Coordinator

Audience participation request for Year 9 HSIE presentations: To help students engage in current HSIE project "Changing Places" teachers are hoping the P&C (and Council) could help by being an external audience to the students presentations.

- i. Assessment task is to redesign Tramsheds (adjacent to campus) to meet the changing needs of whole community. Due to time constraints, there might not be an audience for every presentation but Lisa Hartemink would be grateful for anyone who could take part as audience member.
- ii. Group presentations (Aural & Visual), 5-6 mins each, due Week 4 Term 2.
- iii. Jane Crawford (Master Plan sub-committee) interested in information sharing.
- iv. It was suggested Inner West Courier might be interested in showcasing some of the redesigns.
- v. Jane Crawford offered to put Lisa Hartemink in touch with Michael Zanardo who might be able to expand audience to include university architecture students.
- vi. **Action:** P&C point of contact to be Susan Terravecchia and Jane Crawford. Lisa Hartemink to email schedule of presentations.

● **Parent Question/Comment:**

A parent asked Lisa - why are there so few excursions, particularly in Year 8?

- A couple of parents at meeting said that their children enjoyed a recent Yr9 HSIE excursion (despite bus being 1.5hrs late). But students have commented to their parents how regrettably few excursions they have been on since being at the school.

- Speaking for HSIE, Lisa ran through some of the excursions that are planned for

History and Geography across all years. Overall, the school works hard to organise excursions without causing too many disruptions.

- Vince also addressed this point and will take comment back to school executive.

c. Gabriella Barnett, Aboriginal Education Team

The Aboriginal Education Team run Homework Club (Ngara) and Breakfast Club for the Aboriginal students to provide them with additional academic and welfare support.

1. Funding request of \$200.00 per term for Breakfast Club

- i. Breakfast club growing, (11 students last week, ¼ of campus Aboriginal population.
- ii. Food and drinks are funded from their annual fundraisers (eg. school BBQs).
- iii. Due to increase demand, and cost of nutritious food, expenditure has increased to around \$400.00 per term. The Aboriginal Education Team fundraise about \$200.00 per term. P&C asked to contribute the other half.
- iv. **Action:** Jane Crawford moved that the P&C contribute up to \$250.00 per term for remainder of 2018 (3 terms up to the total of \$750.00), seconded by Robyn Bernstein.

2. Request for parent/community members to volunteer time during Homework Club

Sometimes there are not enough teachers available every week (Thursday afternoons) to assist all students that attend Homework Club. It would be wonderful to have volunteers to support this important program. *“Our students are very curious individuals, so students would highly value the world experience and/or expertise from adults in addition to their teachers.”*

- i. **Action:** Jane Crawford requested that if interested to contact Gabriella Barnett. Gabriella.barnett2@det.nsw.edu.au

d. Ms Liz Jones, Head PDHPE

1. Funding request for lines on outside courts to support PDHPE and Sport Program for the multi-purpose courts (basketball, netball, tennis) and lines for quadrangle (mini-tennis, handball and volleyball).

- i. Basketball key (3 point line) needs to be updated in line with specification changes. Need outside court to play full court basketball games (unable to shoot 3 pointers at one end of “indoor” court because of roof structure).
- ii. There are no visible netball lines on multi purpose courts.
- iii. Liz Jones presented a quote of \$2879.00 which includes: redoing all the multi-purpose courts, including blacking out current key, and lines in quad for 3 mini tennis/handball courts and redoing volleyball courts.
- iv. **Action:** P&C want to help. Liz Jones was asked to supply at least one more quote.

2. Funding request for \$500.00 to support Positive Behaviour for Learning (PBL)

- i. Liz Jones talked about the massive push towards “positive entries” over past 12 months. There was an overwhelming 13,000 “positive entries” in the past year given by staff to students following the Leichhardt Way - being respectful, responsible learners.
- ii. Every week at assembly the “student of the week” (randomly drawn from the “positive entries”) receive a prize (gift voucher or similar).
- iii. PBL team would like to reward students earning the most “positive entries” over a semester with a special event (eg. pizza party or equivalent), to recognise those students who consistently follow the Leichhardt way, not just students who receive “outstanding” results.

- iv. Vince O'Donnell added, it's about "*nourishing the invisible child*".
- v. **Action:** Jane Crawford motioned to fund up to \$500.00 this year to support positive behaviour for learning, seconded by Susan Terravecchia.

2. Approval of minutes from last meeting

Minutes from previous meeting approved by Jane Crawford, seconded by John Collyer.

3. Matters arising from the Minutes

a. Annual fundraising event; Mini-Music Festival (MMF)

- i. Mark Swaddling (SSCL GA - General Assistance, has developed a proposal for Mini-Music Festival. The MMF proposal involves the use of the school hall with a mixture of bands and students performing, to be held in August.
- ii. Jane Crawford talked about the need for a P&C fundraising coordinator to help Mark Swaddling.
- iii. **Action:** Yvette Novak is considering taking on P&C fundraiser coordinator role. Jane Crawford will organise fundraising subcommittee meeting with Mark Swaddling ASAP.

b. Coffee Cart

Coffee cart to go ahead (Minutes 3 April 2017).

c. Student hallway upgrade update

Hallway upgrade going ahead. \$5,000.00 to be reinstated to P&C commitment register.

d. Canteen upgrade update

- i. Working bee (Minutes 5th March 2018) was discussed .
- ii. It was suggested that perhaps Canteen upgrade should be done after completion of Master Plan process.
- iii. **Action:** Further clarification is needed from Melinda Bright regarding working bee. P&C funds allocated are dependent on whether there will be a working bee. The funds could potentially become available again to the P&C.

4. Reports

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

- i. David Allen, SSC College Deputy Principal retiring. Farewell assembly Thursday 17th May. David has been a fantastic professional, and it's sad to see him go.
- ii. HSIE parent panel member required. **Action:** Panel coordinator will be notified of parents available.
- iii. Air Conditioning being finalised, (chillers were being replaced on the weekend).
- iv. Michelle Cox (finance officer) requires a letter from the P&C with business name, address, ABN etc, stating that the P&C is happy to be vendor. P&C can then be set up as a business partner. **Action:** P&C to follow up.
- v. Coffee cart - there is an ongoing issue with canteen about selling drinks in competition. **Action:** P&C agree there is no conflict and happy to talk to canteen if needed.
- vi. School Plan is finished - will be uploaded to new website. Sally Bury working on new website, to be up and running soon.
- vii. No update on pedestrian crossing safety. Mark Swaddling has written to Council.
- viii. Open night March 7th was very successful.
- ix. College Year Advisors had a professional learning day March 23rd. This was a unique opportunity, not many schools upskill Year Advisors.

- x. Interim reports went out April 12th.
- xi. Staff professional learning evenings started April 4th - project based learning with the teachers.
- xii. Staff Development Day April 30th, went really well, they looked at National Disability Standards (DDA), Literacy, Differentiation, Rock and Water, Anaphylaxis training (mandatory upskilling).
- xiii. Athletics Carnival Wed 9th May.
- xiv. Selective School Selection committee meeting - Friday 18th May.
- xv. Staff Professional Learning on 4C's + R (Critical thinking, Creativity, Communication, Collaboration + Reflection) - 14th May
- xvi. NAPLAN Tues 15th, Wed 16th, Thurs 17th May.
- xvii. Digital thumbprint education component - May 28th-31st for Years 7 to 9.

b. President's Report No updates.

c. Treasurer's Report (Report emailed from Simon Harch)

- i. P&C Account balance: \$73,042.25 (No withdrawals. One deposit \$16.00 cash - membership fees collected at last meeting).
Committed funds: \$68,852.00 (with \$5,000.00 hallway upgrade commitment reinstated)
Uncommitted: \$4,190.25
- ii. Lostock Account balance: \$10,707.42 (\$500.00 deposited by each of other campuses & \$270.00 collected from people using the cabins over the last 2 months. \$228.00 paid for annual website hosting).
- iii. Jane Crawford reported that Audit has been done.
- iv. Due to unforeseen circumstances P&C Treasurer position is likely to become vacant at the end of term 2 (to be confirmed).
- v. Simon advised, regarding fundraising events, to keep in mind that in the past we have made use of 'Community Use' eftpos terminals supplied by Bendigo Bank. From memory there was a minimal charge involved in this, but more importantly they are in some demand so would need to be booked at least a couple of months out.

d. Secretary's Report No updates

e. Westconnex Liaison Coordinators Report (Ann-Therese King)

Roads and Maritime extended an invitation to the P&C to nominate a representative to join the WestConnex Community Reference Group WCRG and discuss project impacts in our area.

- i. Ann-Therese King was nominated and the P&C is extremely grateful that she accepted.

f. Lostock Report See Treasurer's report.

g. Master Plan Sub-committee Report (Jane Crawford)

- i. Tramshed sub-committee to be incorporated into Master Plan sub-committee, looking at different ways to use Tramshed space eg. shared school/community space for performing arts or sport.
- ii. Jane has been speaking to Leichhardt Saints Football Club because school oval is one of their home grounds. As a home ground they should have toilet and canteen facilities. Sub-committee will coordinate with them during Master Planning process.

- Potentially school could share facilities, with soccer club and council.
- iii. Preliminary audit done of school facilities against the standards and meeting with Melinda Bright again next week. Sub-committee also planning to discuss with Council.

5. General Business

a. Toilets

A parent asked if there was any truth to comments they had heard regarding short supply of toilet paper/soap and overall maintenance issues.

- i. Vince O'Donnell assured the P&C that the toilets are cleaned and restocked 5.30am every day and toilets are a lot better than they used to be. Vince O'Donnell will ask Melinda Bright to report back to the P&C next meeting.

b. Canteen food

Some parents questioned the quality of the food, and do not believe it follows *The Revised Healthy School Canteen Strategy*.

- i. The current canteen team are contracted until start of 2020, but parents are asking for some changes now eg.stop the selling of soft drinks.
- ii. The P&C would like to know what's going on with the contract and what they are contracted to do regarding a healthy food strategy.
- iii. **Action:** John Collyer put forth that the school, after speaking with the P&C ask the canteen to address concerns. All agreed. A parent also asked if the school could confirm that the Canteen managers are involved in food allergy training for all canteen staff. Vince O'Donnell will talk with Melinda Bright.

c. Student behaviour boarding buses on Norton St at Pioneer Park

There are concerns that not enough is being done to address behaviour etc. boarding Public Buses.

- i. Vince O'Donnell talked about placing a teacher on Bus Duty on at least one of the bus stops at Pioneer Park (near rose bushes), similar to the system for School Buses. Vince will be discussing this at an executive level addressing all issues including safety and public perception.

d. School policy for how and where students undertake make up tests.

Parent question: "What is the school strategy when a student has missed a test?" There are concerns that sometimes a make up test might be in a noisy area with too many distractions.

- i. Vince O'Donnell talked about how the school does it's best to provide appropriate supervised quiet settings for make-up tests.
- ii. Vince will put parent concerns to the school executive.

6. Next Meeting: Monday 4th June 2018 at 7.00pm in the common staffroom.

7. Meeting closed 9.00pm