

# **Sydney Secondary College Leichhardt Campus**

## **P&C Minutes General Meeting 1st April 2019**

**Attendance** recorded in attendance book.

**Parents & Carers:** Jane Crawford, Ann-Therese King, Eoin Murphy, Siranda Torvaldsen, Jack Hawkes, Karen Korras, Sharon Stern, Cathy McMillan, Kelly Stephens

**Staff members:** Melinda Bright (Principal), Judy Kelly (College Principal)

**Apologies** John Collyer

### **GENERAL MEETING**

Commenced 7.05pm

Welcome given by Jane Crawford to all attending.

#### **1. Approval of minutes from last meeting**

Jane Crawford approved minutes from previous meeting, seconded by Siranda Torvaldsen

#### **2. Reports**

##### **a. Principal's Report (Melinda Bright, Principal)**

- i. New car park - almost there
  1. Contract has been drawn up between Dept. of Justice and Dept. of Education
  2. \$5000 in Legal fees for both parties
  3. Can be terminated at 1 months notice
  4. Do we need a lock for the gate?
  5. Do we need signage to show it's school parking
  6. Maybe lock in between 9am and 3-3:15pm (to ensure it's not used by people not associated with the school)?
- ii. Staffing
  1. Blackwattle
    - a. New Principal: Leiza Lewis
      - i. TAS background
      - ii. Experience with VET (Vocational Ed), Support Unit
  2. Leichhardt
    - a. Peta Dyce - English - Permanent (but will stay in current special Ed unit until end of year)
    - b. Trish Johnson - Tech - Permanent
- iii. Tramsheds
  1. HSIE Students from Yr 9 will present their projects week of 8/4, to council and others. Open invitation to parents/carers to observe
- iv. Yr 10 visit to Sydney Jewish Museum - extremely well received
- v. Unannounced visit from Mark Scott, Secretary of NSW Dept of Ed. Talked to School Captains amongst others. He is very well informed, a successful visit

**b. President's Report (Jane Crawford)**

- i. WestConnex - Rozelle PS - Sunil Badar
  - 1. Pre-election event
  - 2. There are 250 schools within 3k of unfiltered air stacks
- ii. Meeting with Inner West Council Traffic officers to discuss safety of pedestrian crossing Balmain Road
  - 1. There was an arrangement for the council to install "low planters", which was actioned. These plants were stolen
  - 2. Attendees included Mark Swadling, GA from the school, and Manod Wickramasinghe IWC's Coordinator Traffic and Parking Services (North)
  - 3. Many improvements could be made
  - 4. School/Council could apply for Community grant
  - 5. Could take a number of years to resolve (in a similar case involving SSC Balmain, took 4 years) would be complex, involve D.Ed Assets and other parties
- iii. College Advisory Meeting (Balmain Campus)
  - 1. Summary of what's going on at each campus, WestConnex, Lostock etc

**c. West Connex Report (Ann-Therese King)**

- i. 8 meetings this year as there will be an interchange under the school
- ii. 4 meetings for each phase (A, B)
- iii. Would be good to have a second person from P&C involved (can bring an observer to some meetings) to carry on when Ann-Therese leaves the school. Year 7 parent preferred
- iv. Need to get contractors to put down in writing what they intend to do
- v. Night digging only? Local residents may not like this
- vi. When? In 2 years a) drilling b) fit out, then same again in another 2 years
- vii. Geotechnical drilling - can we get notice so we know if it will be disruptive?
- viii. Need to push RMS and Contractors or we won't get any information
- ix. Worry about students with autism, effect of vibrations etc
- x. What about hours of operation? When will we know?
- xi. 6/7 hours of grace in a 24 hour period would be OK (Melinda Bright)
- xii. Depths of tunnels continue to change (originally 40-50m) due to subsidence issues etc
- xiii. Some schools, even those close to portals and stacks etc are not particularly engaged, and the westconnex issue is not discussed

**d. Trivia Subcommittee Report (Ann-Therese King)**

- i. Successful meeting attended by:
  - 1. Siranda, Karen Korras - great historical knowledge
  - 2. Mary Poynten - ex-Fort St parent) (ticketing and tables)
  - 3. Kristina Resanceff
- ii. John Collyer and Ann-Therese will organise alcohol
- iii. Jack Hawkes will organise Eftpos machine
- iv. John Collyer will organise PA
- v. Tim Stackpool MC

- vi. Melinda Bright Quiz Mistress
- vii. For bar, need RSA. Bar staff need to be 18+. Ask at Blackwattle Bay for volunteers
- viii. Insurance - filled out, but pending P&C Association membership to be actioned
- ix. Wilkins PS - can use their tables
- x. Should ticket purchasing be available to public or just parents and carers?

#### e. Treasurer's Report (Jack Hawkes)

##### 1. P&C Bank Account Balances

<b>Bendigo Bank P&amp;C A/C balance</b>	\$101,579.53	
Deposit	\$0.00	
Expenses	\$1,100.00	Aboriginal Education homework club, Ngara
Committed funds	\$63,570.00	
Uncommitted	\$33,009.53	
<b>Bendigo Bank Lostock A/C balance</b>	\$11,178.77	
Income	\$260.00	Accommodation fees
Expenses	\$256.50	Website hosting and domain name
<b>Westpac A/C Balance</b>	\$130.26	

Jonathan Hawkes will contact those required to approve the closure of the Westpac Account.

2. **Review of Commitment Register** Next step Jack sent through to Melinda for first review. Melinda passed onto Michelle Cox. Michelle and Jack have met and worked through the Commitment Register. Jack will close the loop with Michelle and the P&C Exec on the items for payment to clear the Commitment Register.
3. **Process for expenses and expenditure** In the above meeting with Jack and Michelle, a process was agreed for SSCL staff to raise a request for P&C funding from initiation to payment. This will be documented, presented to the P&C for approval.
4. **Audit for Financial Year 2018/19** The goal was to be completed within 30 days of AGM. However the consolidation of the 2018/19 Financials was completed later than planned. It took 28 days to prepare for the Auditor. The good news is that it has been passed onto the Auditor. The next steps for the Audit are:
  - a. Treasurer to address Auditor questions as they arise
  - b. Auditor completes report and submits to P&C Exec
  - c. P&C Exec submit Audit Report to Federation of P&C Associations of NSW

### 3. Lostock

1. Jack Hawkes looked at financial records for previous years. There was a \$27000 expense in 2017 for restumping
2. Melinda to meet with Belinda (Lostock Coordinator) next week to discuss
3. Melinda put proposal to each campus Principal and P&C president that each campus would contribute \$6000, and each P&C \$2000 for the large upcoming Lostock expense
4. Jane Crawford said it would be normal to also have a contingency of 5-10%

5. Is it viable, what are the alternatives?

#### **4. General business**

1. Air Quality Monitor (Jane Crawford)
  - a. External Power: The cost of installing the Air Quality Monitor has increased to \$300.  
Jane moved the P&C fund the cost of installation. Jack seconded.
2. Electronic Student Reports on Sentral (Ann-Therese)
  - a. Don't seem to be receiving them?
  - b. Action: Ann-Therese to contact Sally Bury to investigate
3. Nuts Policy
  - a. NSW High Schools do not have a no-nuts policy, they are "nut aware"
4. Sentral Portal
  - a. Have Year 7 students gained access? Yes

#### **5. Change in commitments resulting from this month's P&C Meeting**

1. Installation of Air Quality Monitor: \$300.00 to be paid directly by the P&C on invoice from the contractor.

**6. Next Meeting** Monday 6th May at 7pm in the common staffroom.

**7. Meeting closed** 8:45pm