

Sydney Secondary College Leichhardt Campus

P&C Minutes General Meeting 3rd June 2019

Attendance recorded in attendance book.

Parents & Carers: Jack Hawkes, Siranda Torvaldsen, John Collyer, Ann Therese King, Jane Crawford, Anna Cody, Eoin Murphy, Gianina Olaru, Cathy McMillan, Susan Mercer

Staff members: Belinda Conway (Acting Principal), Judy Kelly (College Principal),

Apologies Kelly Stephens, Sarah Foster

GENERAL MEETING

Commenced 7.00pm

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. Matters arising from the minutes

a. Canteen

- i. Preparing for expiry of current canteen contract next year
- ii. Options - put contract to out tender, run canteen ourselves, have no canteen
- iii. **Action:** Agree to put canteen contract out to tender with a P&C Rep involved (P&C to email name of rep)

b. Lostock

- i. Looking into process for selling/handing it back with Dept of Education
- ii. Emergency Plumbing work has been done
- iii. Keep using it until it's sold
- iv. Melinda Bright has assured the P&C that the property is insured. Should be automatically covered as belongs to Dept NSW, but no one is quite sure what insurance?
- v. We should ensure 12 months expiry for Trivia Night Lostock auction
- vi. Belinda Conway to call Legal Services to confirm insurance

c. Update of school website with communication of non-local enrolment policy

- i. **Action:** Belinda Conway will update after looking at criteria etc, possible changes to boundaries based off new Inner City high school etc. Might not know exactly 'til next year, but should discuss again towards end of year

3. Reports

a. College Report (Judy Kelly, College Principal)

- i. IMP camp currently in progress - 260 students
- ii. College sports carnival recently - new records being made. Michael Parker, Angus Glynn (teachers) have records which are still held.
- iii. College SRC - Bystander campaign to encourage intervention when bullying etc is seen
- iv. Yr 10 - Tour of Blackwattle Bay soon, followed by subject selection

- v. Head Teacher executive meeting - make sure programmes etc are complementing each other. Some excitement eg Laser Cutters for TAS
- vi. Enrolments - still v. strong. Balmain has lost 5 partner primary schools with new Inner City high school. For next 3 years students in those catchments can still come to SSC. Will also affect Blackwattle enrolments. Possibly demountables in both campuses could be removed. Why not move? IMP, association with SSC
- vii. Faculty Reviews - currently English, HSIE. Surveys, interviews with students etc. Term 3 for HSIE Leichhardt. Followed by review of reviews. Outcome is recommendations etc.
 - 1. Question: Is data collected? Yes, there is lots of other data collected by the dept and available on a website called "Scout"
 - a. Example: gender blend/gender equity data
- viii. Judy Kelly will retire sometime this year after 42 years, 16 years at SSC
 - 1. Parent asked about timing and Judy responded that it is not known yet.

b. Principal's Report (Belinda Conway, Acting Principal)

- i. **Report time** - student led conferencing. Feedback appreciated on night
- ii. **Professional learning Evening** - just done - Future Focused skill/learning - 20 new electives - next year for Yr 9 - currently 3 electives for 2 years. Will be 2 for 2 years + 1 for 1 year each
- iii. **IMP concert** this Thursday night (6/6/19)
- iv. **WestConnex**
 - 1. Electrical Cable to run from Rozelle Power Station to Rozelle Goods Yards to vicinity of school - used to power diggers.
 - 2. Discussion directly with contractors (no RMS presence).
 - 3. There are safety management concerns that must be addressed i.e. students walking to and from school, students at bus stops, access for vehicles including emergency vehicles to the school.
 - 4. The contractors are proposing to do the work as much as possible in the holidays to meet these concerns.
 - 5. There is a brochure with a map.
 - 6. If digging near school, will limit digging to 5m areas.
 - 7. Starting today (3/6/19)
 - 8. Can have weekly meeting which they will activate on demand.
 - 9. Not too close to school, not much noise. Most work on footpath.
 - 10. Meeting was generally positive.
 - 11. Discussion was only about services - not tunnels
- v. **Car Park for Tramsheds**
 - 1. ready to go - signage, lights etc in place
 - 2. Approx 30 spaces.
 - 3. Ready a couple of weeks from now.
 - 4. Lock at 6pm
- vi. **Staffing** - Jane has email (response from school).

- vii. **System for finance requests** - project idea, funds required, 3 quotes etc. Who pays - P&C or school? School has Finance committee - can use to vet requests. Meets every 2 weeks. There is no rep on this committee
1. Jack Hawkes - need to be clear about the criteria (to help filter i.e not first come, first serve etc). Want to show parents that \$ can be spent on something tangible in a 4 year period
- c. **President's Report (Jane Crawford)**
- i. Jane could have met with Director and Judy privately. Declined. Got response from them. Jane read out letter.
 - ii. Parents still have questions regarding processes, if they exist, that manage the cumulative impact of senior staff change. For example, it is typical for the timing of EOIs to be negotiated. Judy said Long service leave is sometimes knocked back.
 - iii. Belinda Conway said the Director, Rod Megahey is responsible for this management. The P&C will therefore write to the Director to clarify our concerns in relation to this. He may choose to attend a meeting to address our concerns.
 - iv. Yr 7 & Yr 8 have been introduced to new Principal, although yrs 9&10 still have not been addressed by Belinda Conway as Principal (many are unaware who the school Principal is). Website needs to be updated.
 - v. P&C Office bearers also need to be updated on school website.
- d. **West Connext Report (Ann-Therese King)**
- i. Discussion with 2 contractors about section under school - they have been asked to have a Plan B for school if impacts are greater than anticipated (e.g noise and vibration during exams)
 - ii. This Plan B should include no drilling between 9 am and 3 pm.
 - iii. Rozelle portal - 95% of part B, 5% is Iron cove portal. Break earth in Q3 2019. 2000 extra truck movements per day - not including utilities, workers
- e. **Trivia Subcommittee Report (Ann-Therese King)**
- i. Flyers have gone out via email and a few other means
 - ii. Next subcommittee meeting - Mon 12 August. Nags Head Glebe 7pm
 - iii. Second scorer to help Jack - hopefully covered - Gianina can probably do?
- f. **Treasurer's Report (Jack Hawkes)**
- i. **P&C Bank Account Balances**

Bendigo Bank P&C a/c	\$101,579.53	
Deposit	\$0.00	
Expenses	\$0.00	
Committed funds	\$68,570.00	
Uncommitted	\$ 33,009.53	
Bendigo Bank Lostock Account balance	\$10,437.85	
Income	\$1021.00	Accommodation fees
Expenses	\$1735.42	Emergency Plumber (Septic Tank repair) and electricity bill
Westpac Account Balance	\$130.26	

- ii. **Review of Commitment Register** Jack emailed Michelle (08 May) regarding the items for payment to clear the Commitment Register (see above \$68,570). When we can close this look it will enable us to close out the commitments.
- iii. **Process for expenses and expenditure** Jack has developed and documented a process for members of the Leichhardt faculty to be able to pitch for funding of projects using P&C funds. This process will be sent to Michelle Cox and Belinda Conway for feedback and then presented to the P&C for approval.
- iv. **Audit for Financial Year 2018/19** The Auditor has the paperwork to be able to complete the Audit. The next steps for the Audit are:
 - 1. Treasurer to address Auditor questions as they arise
 - 2. Auditor completes report and submits to P&C Exec
 - 3. P&C Exec submit Audit Report to Federation of P&C Associations of NSW
 - 4. Jane Crawford to chase up with Belinda Fraser re Lostock component
- v. **Application for reinstatement of Not for Profit Status** The P&C is in the process of applying to the Australian Charities and Not-for-profits Commission (ACNC) to have its Not for Profit status reinstated. It requires the P&C to provide financial information going back to 2014. The previous auditors and treasurers are being contacted to enable this application to be completed.
- vi. **Motion for Gianina Olara to become a new Vice President** (so that she can become a signatory on the account to assist the Treasurer) - proposed by Jane Crawford, seconded by Jack Hawkes
- g. **Secretary's Report**
 - i. **Email from Inner West Council regarding Annual Grant round** - we don't have a project, and are not a registered P&C yet, so will skip this year
 - ii. **Email from Ian Cranwell (Leichhardt Saints FC)** - He has information that the Tramsheds site has been decontaminated.
 - 1. **Action:** Eoin to forward to John Collyer

4. Change in commitments resulting from this month's P&C Meeting: None

5. Next Meeting Monday 1st July at 7pm in the common staffroom.

6. Meeting closed 8:50pm