

Sydney Secondary College Leichhardt Campus

P&C Minutes General Meeting 5th August 2019

Attendance recorded in attendance book.

Parents & Carers Sadia Ashif, Susan Mercer, Gianina Olaru, Jack Hawkes, Karen Korras, Siranda Torvaldsen, Jane Crawford, Eoin Murphy, Ann-Therese King, John Collyer

Staff members Belinda Conway (Acting Principal), Judy Kelly (College Principal), Rod Megahey (School Education Director), Melinda Bright (Principal)

Apologies Cathy McMillan

GENERAL MEETING

Commenced 7.00pm

Welcome given by Jane Crawford to all attending.

1. Approval of minutes from last meeting

1. Jane Crawford approved minutes from previous meeting, seconded by Karen Korras

2. Discussion on Melinda Bright's Departure

1. Melinda Bright apologised for lack of communication about her departure. Was not able to communicate until last moment due to various constraints
2. Explained pros/cons of college system with respect to staffing
3. Current plan is for her to fill her current role for 12 months, would therefore theoretically return Term 2 next year, but in practice not sure what will happen. Understands that it causes some disruption
4. Jane Crawford - staffing changes like this can cause a ripple effect
5. Rod Megahey - concurred that Melinda's departure happened quickly, there were holidays in the middle etc. Department can try and make communication more succinct
6. Melinda still supporting existing staff (Deputy Principals etc) in her new role
7. Jane Crawford - can we try and minimise disruption through policies such as (for example) having same casual teacher when the incumbent steps up to fill another role, as there is obvious disruption to teaching with not doing this.
8. Melinda - College Principal helps to minimise disruption. Real problem is with communication
9. Gianina Olaru - new teacher loses knowledge of individual pupils.
10. Belinda Conway - head teachers etc can provide that additional info
11. Rod Megahey- there is a drought of casual teachers for various reasons (e.g price of accommodation in inner west) which makes it hard to have consistency. Sometimes have to shuffle casual teachers until find the right one for the right class at the right time. Principals often look for new challenges after 5 or 6 years
12. Melinda Bright - general flux - many experienced teachers going into support roles which were "downsized" in the past
13. Jane Crawford - are there mechanisms to reduce churn? Rod Megahey - Yes, some, but can't stop teachers leaving etc... but can try and minimise

3. Matters arising from previous minutes

1. Membership of the NSW P&C Association

- a. Necessary for Trivia Night Insurance: Submitted application form last Saturday.
- b. Need to submit Event registration form - 2 weeks or more in advance - therefore 17/08 at latest

2. Tramshed Contamination

- a. John Collyer has written to Ian Cranwell (Leichhardt Saints) in response to his email concerning information he has about contamination of the Tramsheds Site. No response

3. Tramshed Parking currently not in use due to disagreement between NSW Dept Justice and Bus Depot. Lease currently "being held"

- a. Ann-Therese: to email Jamie Parker to inform him.

4. Some children with special needs get modified assessment tasks Karen Korras - any feedback? Belinda Conway - this is in progress

5. Second Hand Uniform

- a. Still given away free to needy pupils
- b. Maybe send out a reminder on Skoolbag/highlights reminding parents to bring in
- c. Note that uniforms do not have to be bought from Pickles

4. Reports

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

- i. **Lostock update:** Lostock originally got annexed to school in the 1980s under disadvantaged school funds. Finalised 1984. Have ownership document/deed. In 1990, one of the buildings burnt down. Probably school will not be able to sell, Department of Education will probably want to do so
 1. Karen Korras: Come up with a plan for how we would spend the money in the event we could sell e.g refurbishment
- ii. **WestConnex Services (Contractors for WestConnex Part B - Power)**
 1. Belinda Conway has map of works
 2. Will only close 1 bus stop at a time. Will have staff to wrangle students to appropriate bus stop.
 3. Contractor had problems with wall of Pioneer Park as it is heritage listed
 4. Streets nearby - Balmain Road - will do nightworks as much as possible, will only close off half of street to allow local/emergency access
 5. Bus stops - might involve a couple of road crossings (Norton St). School will inform students
 6. All finished end of September
 7. John Collyer - turning circle for people dropping off? Belinda Conway will talk to WestConnex traffic rep
- iii. **Elective Night Yr 8 Wednesday 14th August**
 1. 24 Electives. Enquiry based learning.
 2. There will be 24 short videos on the night
- iv. **Finances**
 1. Finally have approval to transfer P&C contribution cash as a lump sum every term.

- v. **Any feedback for executive?**
 - 1. Parent-teacher nights - crowded, everyone running late.
 - 2. Doesn't work if reports are missing (maybe works better if printed)
 - 3. Sentral website - hard to register? Multiple addresses. URL too hard to remember etc
- b. **President's Report (Jane Crawford)**
 - i. Nothing to report
 - ii. Apologies: will not be at Trivia night
- c. **Trivia Subcommittee Report (Ann-Therese King)**
 - i. Sold 127 tickets - 90 short of where would like to be
 - ii. Have 20 staff places
 - iii. Do another push on website and Skoolbag
 - iv. Insurance being organised (as mentioned above)
 - v. Subcommittee meeting next Monday at Nags head, Glebe
 - vi. Not many donations from Parents group - they often come in late.
 - vii. Send out another email - donations. Siranda Torvaldsen to draft
- d. **Treasurer's Report (Jack Hawkes)**
 - i. **Review of Commitment Register** Jack emailed Belinda Conway to set up a meeting to enable as discuss to allow the P&C to clear the Commitment Register (see below \$68,570). When we can close this it will enable us to close out the commitments.
 - ii. **Audit for Financial Year 2018/19:** The Auditor has completed the Audit effective 04 July 2019. The next steps for the Audit are for the P&C Exec submit Audit Report to Federation of P&C Associations of NSW
 - iii. **Application for Federation of P&C Associations of NSW** Gianina and Jack made an application for the membership renewal and insurance of Federation of P&C Associations of NSW on 03 August 2019. The next step of the application process involves the Federation contacting Jack by 13 August 2019.
 - iv. **Reinstatement of Not for Profit Status** The P&C will review the benefits for applying to the Australian Charities and Not-for-profits Commission (ACNC) to have its Not for Profit status reinstated.
 - v. **Signatories on Bendigo Bank a/c** Successfully added Gianina. Robyn Bernstein needs to be removed - Form to be filled in
 - vi. **Email from Bendigo Bank** - want to speak to students about Financial literacy - Budgeting tool. Can't do it, as is Product based? Belinda Conway will handle
 - vii. **P&C Bank Account Balances**

Bendigo Bank P&C Account balance	\$101,579.53	
Deposit	\$0.00	
Expenses	\$0.00	
Committed funds	\$68,570.00	
Uncommitted	\$ 33,009.53	
Bendigo Bank LOSTOCK Account balance	\$9,455.33	
Income	\$0.00	
Expenses	\$547.52	Emergency Plumber and refunds for accommodation
Westpac Account Balance	\$130.26	

e. Judy Kelly - College Report

- i. College professional learning day
 - 1. Uni people talk about assessment/differentiation (modifying work depending on student's abilities over a spectrum)
 - 2. KLA sessions - 7-12
 - 3. Wellness/Physical activities - walks, kayaking etc
- ii. Annual "Book in a day" - produce a book with illustrations in a day. Raise money. Goes to Children's hospital at Westmead. Yrs 7-12. No digital copies of books available. Amazing illustrations, storylines
- iii. College Art Show - opening Yr 11-12 tomorrow, 7-10 Wednesday. Open all day through Wednesday at Ultimo TAFE
- iv. IMP - have been at Opera house, Festival of Instrumental music, next week at OH again.
- v. Music in the Park - still having trouble getting Pioneers Memorial Park? No - It's happening! Was problematic - 20k deposit etc. Has been sorted out. 7th September. Pioneer Pk. Let WestConnex people know (between 11am-3pm)
- vi. Yr 10 choosing subjects for Yr 11

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

5. Next Meeting Monday 2nd September at 7pm in the common staffroom.

6. Meeting closed 8:47pm