

Sydney Secondary College Leichhardt Campus

P&C Minutes General Meeting 6th May 2019

Attendance recorded in attendance book.

Parents & Carers: Jack Hawkes, Siranda Torvaldsen, Karen Korras, Salman Sharik, Wajiha Sultana, John Collyer, Kelly Stephens, Susan Mercer, Ann Therese King, Jane Crawford, Anna Cody

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

Apologies Eoin Murphy, Sharon Stern

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, with one amendment. In relation to Westconnex, the minutes could be amended to remove 'Seeking a response in writing from Westconnex.' Ann Therese King will send an email to Eoin to change the minutes.

2. Reports

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

- i. Introduction
 1. Conscious there has been some change in the classroom but the benefit comes back to the School as the school is refreshed with experience gained from other schools.
- ii. Staffing
 1. Peta Dyce, has now been employed as permanent English and Drama teacher. She will no longer be in the support unit. Fernanda will work in Support unit. Lesley Mitchell will work in English.
 2. Casey Katz has a permanent position in Science and Trish Johnson in TAS.
- iii. Opportunities for parent participation
 1. There are a few opportunities to consultation, on 17th May, for the Selective high school admission committee, need to sign a declaration of confidentiality, you cannot sit on the panel if you are on a coaching college or have a child applying or know someone applying.
 2. **Action:** Karen Korras will sit on that panel on behalf of P and C.
- iv. Canteen tender
 1. is coming up for renewal at the end of the year. There will be a parent representative on that committee. As the canteen has been raised as a point of discussion a number of times at the P&C in recent years, the P&C request that the parent rep be involved in establishing the criteria for the tender.
 2. **Action:** Jane will check through the minutes for parents who have raised concerns about this and approach them to see if they want to be the parent rep.

- v. Tramsheds:
 1. The school is keen to start consulting about the space for use by the School. The group will involve working with Council, Schools infrastructure, Police and others to devise options. Jane Crawford suggested the matter of site contamination be clarified as the first step.
 2. Site contamination was given as a reason preventing re-use of the site in previous correspondence with the Education Department. Is this still a concern or has it been remediated? Belinda will check and ask Mark to follow up.
 3. **Action:** John Collyer is willing to participate in a committee to deal with this.
- vi. Parent teacher nights
 1. are coming at the end of term, 7-9 at the end of this term. The school is trialling student conferencing. The student conferencing will run in years 7 and 8. Yr 9 will be in the last week of term. There will be a notice announced in the newsletter this week to ensure better attendance.
- vii. Lostock
 1. John Hart, ex custodian of Lostock, is bringing in old items from the property. There are 2 kayaks. Belinda acknowledged his work and support for the property over the last years.
 2. The P&C has paid an invoice for emergency plumbing that was recently required at Lostock. Judy Kelly informed the meeting that a cheaper plumber has been found to fix the plumbing works required (at a cost of \$4000), and also that there is further follow up of Lostock to the Department of Ed. Jane Crawford requested feedback from Judy following the meeting of Belinda Fraser, Melinda and Judy regarding Lostock. Judy reported that Belinda was of the opinion that as fewer people are using it, we shouldn't pursue something which is costing money and try and find ways to shed responsibility for it. Melinda was exploring that option.
 3. **Action:** Judy will report back at the next committee meeting about whether the property can be rented still. She will also investigate the plumbing situation.

b. President's Report (Jane Crawford)

- i. Jane Crawford sat on the non local placement committee during the week. The school website will be updated, and the information simplified to ensure the school's policy for acceptance of non local children is clearly communicated

c. West Connex Report (Ann-Therese King)

- i. Ann Therese King reported: Not much to report, the next meetings are 7th May and 14th May.
- ii. Melinda Bright had apparently informed that there would be some utility drilling. They gave 2 weeks notice, the drilling was ultimately cancelled. It was going to be 3 weeks of drilling, 2 weeks in holidays and 1 week in term. Belinda Conway does not know why the drilling was cancelled. The utilities work will be very loud as all the utilities have to be moved in preparation for the tunnel going through. It may be geotechnical work or utilities work.

d. Trivia Subcommittee Report (Ann-Therese King)

- i. Karen Korras has been working with Ann Therese on this event organisation."The Pizza Man" has agreed to do pizza. A flyer will be created by Diane. John Collyer and Ann Therese have worked on provision of alcohol and responsible provision of alcohol people from Petersham Bowling Club. Jack Hawkes agrees to do the scoring.
- ii. The tickets will be on sale in the next 2 weeks.
- iii. Insurance, this requires the P&C be re-registered as a charity which is still being pursued by Jane Crawford and Jack Hawkes. It has been a lengthy process. to the P&C has to submit annual impact statement for 2013-2017. Jack is chasing the required financial information although it seems there may have been years when audits were not done. Siranda thinks there is an alternative for P&C insurance that we can pursue if needed.
- iv. There will be a teacher's table which will be provided and paid for by the P&C. 2 tables are usually sufficient.
- v. The flyer may be a little bit racey so Ann Therese will give her email to Belinda about any needed changes.

e. Treasurer's Report (Jack Hawkes)

i. 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 Linstead Account balance	\$11,126.27	
Income	\$390.00	Accommodation fees
Expenses	\$286.00	Emergency Plumber – Septic Tank repair
Westpac Account Balance	\$130.26	

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

- ii. **Review of Commitment Register** Jack will close the loop with Michelle and the P&C Exec on the items for payment to clear the Commitment Register (see above \$68,570). This 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:
 - I. Treasurer to address Auditor questions as they arise
 - II. Auditor completes report and submits to P&C Exec
 - III. P&C Exec submit Audit Report to Federation of P&C Associations of NSW

f. Secretary's Report

- i. Nothing to report

3. General business

a. Leadership changes across the college

1. There is concern about disruption to SSCL due to leadership change across the College. Many feel that there has been substantial change which is continuing with Melinda Bright leaving SSCL and being in a relieving position for 12 months.
2. Parents appreciate that staff want to accept more senior positions elsewhere when given the opportunity. Parents also appreciate staff are entitled to leave for a range of other important reasons. But when leadership change is continual and across many positions at once, there are also negative impacts.
3. There is concern about:
 - a. The disruption to student learning
 - b. Impacts to the beneficial role of leadership within the school and College.
 - c. impacts to long-term projects such as school improvements, and delivering longer-term teaching and learning initiatives.
 - d. the inherent inefficiency of repeated placements which require new relationships to be established etc., for these positions to then only be short-term appointments.
 - e. both students and the broader school community, such as parents, becoming confused, uncertain and disengaged with the school executives..
4. There is discussion of processes and practices that could minimise these impacts, such as good communication to students and parents, and clear 'hand-over'.
5. Susan Mercer says that having been through the process at a primary school the Director regional of Dept of Education came and addressed their P&C which was very beneficial. This may be an option to address the P&C's concern.
6. Discussion of whether or not there is a Department of Education policy on how many times a Principal or other leader can go on secondment. It appears that there isn't a policy.
7. There are frequent EOIs ("Expression of Interest") for positions. If successful teachers have the right to apply for, and if successful, to take up these positions. Is the Education Department able to 'manage' the cumulative impact of staff movements?
8. Judy Kelly spoke on behalf of the school and said they will make a response when they have had a chance to consider the views expressed at the meeting.
9. There is discussion about the role of the P&C carrying through larger picture issues and projects.
10. There was also recognition that it is a difficult conversation to have but an important one.

b. Entertainment app

1. Siranda will coordinate this app for a last year. It is available digitally as an app, or as a book which can be posted.

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

5. Next Meeting Monday 3rd June at 7pm in the common staffroom.

6. Meeting closed 8:45pm