



**AGENDA REPS P&C Meeting – Term 1 2021  
28 April 2021 at 7:30 PM**

**Opened : 7:35pm**

**Present:** Kathlene Tedesecco, Naomi Barber, Briana Shorten, Freya Martyn, Katrian Verinder, Nazli, Nicole Williams, Tully, Brooke Snelling, Sean Wolrige, Tammy, Sophia Andersson, Sam Younes, Ben Bana, Georgina Ponzoni, Nicole Shore, Gen Webb, Sarah Liu, Daniel Pattra.

**Apologies:**

**Correspondence In:**

**Correspondence Out:**

**Minutes of previous meeting: Issues with Technology -not able to share document – will seek approval for these and last minutes at next meeting.**

Accepted: HELD OVER

Seconded: HELD OVER

**Business arising from previous meeting:**

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<b>1. Welcome – Presidents Report</b>	Kathleen Campbell	15 min	<b>7.10</b>
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**Kathlene – President report.**

Thank you to the whole team.

Kindy mixer was a big success.

Have been hosting several sub committee meetings.

Target for fundraising is 50k this year.

Exciting that discos are allowed to return and we will be using Bop till you Drop.

<b>2. Principal’s Report</b>	Katrina Verinda	25 min	<b>7.25</b>
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Thank you to Kathleen for taking on the role of President and to our new and continuing parents for supporting and volunteering at the school. It is much appreciated.

**P&C Meeting time.** It was voted on in 2019 that we would begin at 7pm. Can meetings please begin at 7pm from this point forward.

**Strategic Improvement Plan**

**Strategic Direction 1: Student growth and attainment**

Initiative 1: Effective classroom practices – reading



Embed a sustained, whole-school approach in the teaching of effective, evidence-based practices in reading that cater for the diverse needs of all students. We will do this through:

- differentiated professional learning experiences that build a collective understanding of the five essential skills for reading, where these are embedded in the English syllabus (including the new curriculum) and the ways in which they are to be explicitly taught to all students
- instructional leadership in the classroom to facilitate the modelling of collective practice, collaboration and teacher feedback
- the planning, implementation and regular monitoring of evidence-based quality teaching and learning programs that strategically and explicitly build student proficiency across the five core reading skills (phonemic awareness, phonics, vocabulary, fluency, comprehension)
- a focus on enriching and extending students, through strategic and targeted support, to ensure that all students are challenged throughout their learning
- developing a deep understanding of key progression points in reading K-6 to support staff to teach reading effectively

#### Initiative 2: Effective classroom practices – numeracy

To further embed our culture of agreed evidence-based practices in the delivery of quality teaching focused on the improvement of students' numeracy skills. We will do this through:

- providing differentiated professional learning opportunities that build on current staff expertise, curriculum knowledge and pedagogical understanding
- effective methods will be identified, promoted and modelled
- implementation of the new mathematics syllabus K-2, including a review of our current scope and sequence
- teaching and learning programs across the school showing evidence that they are adjusted to address individual student needs, ensuring that all students are challenged and all adjustments lead to improved learning

### **Strategic Direction 2: Responsive and flexible assessment practices**

#### Initiative 1: Data skills and use in planning

Ensure effective strategies and processes for data analysis, tracking and planning are used as a basis for responsive curriculum delivery. We will do this through:

- the provision of Professional Learning experiences to increase data literacy and the use of data to inform planning and teaching to understand 'where to next'
- the establishment of school-wide practices to provide robust evidence of student learning with a focus on achieving consistency between internal and external measures of student growth and achievement. This includes using a centralised location to harvest and analyse data
- providing instructional leadership on how to track student progress by supporting the provision of data talks in stage team meetings, increasing the consistency of teacher judgement and the understanding of A-E reporting scales
- using our ongoing evaluation of student learning to modify teaching practice.
- building staff capacity to use a broad range of data to identify students who may benefit from extension and additional challenge, including target areas for growth and improvement in programs, practices and procedures



## Initiative 2: Quality assessment practices

Establish consistent, school-wide practices for assessment that are used to monitor, plan and report on student learning. We will do this through:

- the provision of Professional Learning experiences to ensure that teachers have a broad repertoire of quality assessment strategies for students at the individual and cohort level
- integrating quality assessment practices into teaching and learning experiences, including using a bank of class assessment tools, to ensure effective diagnosis of barriers to learning and to challenge students to improve their performance
- undertaking the Visible Learning Initiative through Corwin to ensure staff are evaluators of their own impact, that students know what they need to learn, how to learn it and how to evaluate their progress
- building teacher capacity to confidently communicate to parents about individual students' learning progress and areas of development

## Strategic Direction 3: Wellbeing and engagement

### Initiative 1: A planned approach to wellbeing

Embed a consistent, whole-school approach to student wellbeing that encompasses a variety of evidence-based practices to improve student engagement, learning outcomes and positive behaviour. We will do this through:

- reviewing our current whole-school practices around Positive Behaviour for Learning and appropriate behaviour management strategies to ensure that they align with the new DoE behaviour strategy
- prioritising a restorative approach to relationships across the school community and provide staff training and support for implementation through Adam Voigt
- engaging in further professional learning, supported through professional dialogue and modelling in relation to the Zones of Regulation and social skills programs as a focus for our wellbeing program
- building and supporting a culture of high expectations and community engagement, resulting in improved educational outcomes for all students along the continuum of potential, including targeted interventions to challenge and support students.
- monitoring attendance and developing strategies to support targeted students and families to increase levels of school engagement and attendance
- using a centralised location to store, harvest and communicate wellbeing data, to support staff and students at key transition points within and between school years

### Initiative 2: Collaborative parent partnerships and community engagement

Further develop meaningful relationships between parents and teachers with the shared goal of maximising learning outcomes for students, and strengthening our school's engagement between students, teachers, parents, support staff and the community. We will do this through:



- establishing consistent expectations for how teachers communicate with parents to support student learning and wellbeing
- reviewing the social media plan and communication strategy to positively promote the school to parents and the community, e.g. positive school promotion through newsletters, social media and the school app, providing information to parents around current and relevant issues
- establishing a clear process for parents to provide feedback to the school about what is working well, along with suggestions for improvements.
- using initiatives such as Harmony Day and National Day of Action Against Bullying to invite health and wellbeing partners to present workshops for students, parents and teachers
- designing, developing or reviewing community collaboration strategies that support learning and wellbeing appropriate for students across the continuum of potential

### **Homework Survey (parent)**

Please complete the survey and encourage others to complete it so that we can use this information to inform future directions in this area. It is on the School App.

### **School Infrastructure**

We have been approved for the following

- Administration upgrade (40% school contribution)
- COLA – between Kindergarten and Stage 2 classrooms (50% school contribution)

### **Cross Country Carnival**

Postponed until Tuesday 4 May (Week 3)

### **Assemblies**

Will begin formally in Week 5 with the Gold card Assembly and then we will go back to fortnightly Wednesday afternoon assemblies K-2 one fortnight and 3-6 alternatively.

### **School Security**

Gates will be unlocked at 3pm each day for parent/carer access to collect students.

All other times of the day parents/visitors needs to enter via Twin Rd and proceed to the office to sign in and attend their scheduled appointment.

### **Kindy Mixer**

Thank you to Leigh and the organising committee. It was a wonderful event and a great opener to parents coming bac onto school site. Thank you to Coxs Rd mall who sponsored the event.

### **Mother's Day Breakfast**

Thank you to Brad and the team for organising this. The staff will arrange for the students to do portraits of their mothers for this event.

### **Mother's Day Stall**

The school have put together an organisation so that each class will visit the stall for 10 minutes (to buy one gift) and then there will be another opportunity for students to buy additional gifts.

### **Sport's Committee Meeting**

Thank you to Georgina for meeting with Mr Hurkett and myself. We have locked in dates and agreed on events to take place this year.



**OSHC Update**

I have recently been contacted by the Department again in relation to this upgrade. It is being further investigated with the hope that we could be approved for an upgrade. I will let the OSHC committee know.

**Opportunity Raised for Katrina’s consideration**

Kath Tedesco –

- Parent support sought for parent student wellbeing mental health committee –
- Heard lots of ideas from parents .. want to support school in supporting the students
- Have specific programs in place for the students currently – emotion zones of regulation
- Absolutely – prominent issue
- Lunchtime playgroups – quite a few things going on right now

Question from Katrina to clarify prior approval in principle from P&C to support funding school upgrade – Freya clarified prior agreement to support this on Government Grant approval of which 60% government grant funded and remainder P&C/school community funded.

<b>5. Subcommittee Reports</b>			
b. Music	Aydin & Nazli	10 min	8.25

- Subcommittee meeting end of last term
- Online registration system – going to shut it down not working great .. \$76. p.month .. save some money... returning to google spreadsheets for scheduling
- Great team of parents helping to run the music program
- Admin by Nazli and Aydin ... promotion and recruitment will be taken on by volunteers
- Website for music program – very professional – built by Wendy
- Performances at Mothers Day Bfast – solo players and ensembles
- May – music day planned for .. opening registration tomorrow – also open to kids not doing music program for first time
- \$65 fee for non music program kids to participate – 8 am to 3.30 pm

Issue regarding kids no longer able to access music classes after school straight from Osch with assistance from Osch staff – where kids were dropped /collected by Osch ensuring no time delays to classes starting for students. Tully provided Osch Committee insight/update – flagging this was due to Covid impacts on Osch which previously was very healthy financially but numbers of families have dropped significantly .. meaning staffing adjustments have had to be made. For those few families impacted arrangements will need to be made or slight reduction in music lesson time may occur.

**Motion raise regarding shutting down My music staff – instead want to add professional email addresses for parents ... 12 profess emails \$35.40 per month.**

- **Motion not passed instead Agreed Action taken was to review emails for all P&C as issues raised here particularly related to hand over of email accounts when parent volunteers change over orles – and this is an all P&C issue (particularly since Google has set up tighter authentication processes).**



<b>3. Finance Update</b>	Freya Pepper	5 min	<b>7.55</b>
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- Move P&C Banking from platform Commbank across to CommBiz – used for businesses
- In Exec transition .. lot of knowledge loss of suppliers/ employees making transition of fortnightly payment runs more time consuming and in some cases delaying payment until account details re-supplied
- Access to bank accounts -access paperwork requirements have changed – dual signatories
- Security perspective – cant set up view only option for accounts which whilst 2 signatories are required is not ideal in way information needs to be accessed across the P&C accounts
- Admin perspective – 2 people have to meet physically
- No cost to move \$100 per year to administer / use new platform
- Continuity and as mature as P&C – it is needed to look after our people and security of our funds
- Osch committee – it was flagged that they run their accounts using CommBiz and works well.

**Motion put forward by Freya Martin to move accounts from CommBank to CommBiz**

**Sam Younes seconded it**

**All Agreed – no objections**

<b>4. VP Sponsorship &amp;Community Update</b>	Brianna Shorten	5 min	<b>8.00</b>
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Mothers Day Update –

99 Adults and 145 kids purchased tix

Coffee van booked in

Prizes confirmed from many local businesses

Q re gifts – amazing result – could we best use if split across other events – for eg upcoming Trivia Night?

Gen Web Suggestion : Duplication is Ryde Natural Health Clinic – 5 vouchers – possible option to put 2 away

Overall support was linked with an interest for these local businesses to be promoted in connection with Mothers Day

Motion put forward by Briana Shorten to spend up to \$1500 for food for the breakfast

Seconded

All Agreed

Suggestion - Speak to Kelly Centellas who runs Fathers Day Breakfast about catering



<b>5. VP Fundraising Update</b>	Naomi Barber	10 min	<b>8.05</b>
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**Schedule of upcoming events has been posted**

**Highlight major events**

**Mothers Day** – using a Schools Gifts website – 80% of gifts from there .. easier than via donations both in confirming gift numbers are sufficient to meet demand and also as collating /sorting donations is time consuming

Enough gifts ... communicate to families – run main event

Q from Katrina – to get details on Tues vs Wed plans so she can coordinate class roster for attending the stall

**Discos** – 2 planned for the year on Friday nights. Will be using bop til you drop - \$100 cheaper than prev comp .. first disco for both Kindy's and Year 1's given Covid last year – so exciting to be able to run this again this year.

Dates need to be confirmed with Katrina – send email to confirm

Advantage of moving to Bop til you Drop is we don't have to pay upfront

Certificate of Insurance needed

**Trivia Night – starting next week!**

Q to Sean Woldrige - .. is it still 1 person per 2 sq mtrs .. recommended but not mandatory .. If in excess 100 indoors need covid safe plan (mothers day – hand sanitiser and qr check in – print it out and have it on site)

**Music Festival** – EOI went out to Bands usually participate – are they open to participating in August .. we have 11 Bands confirmed – 30 slots available .. some schools send more than one band. Very exciting!

Katrina – offered to send it out to all schools to help promote it.

**Art Calendar** .. Erica Bercovich asked for teacher nominated to help coordinate with on this .. send info on what teacher required to do – Katrina will determine best person to nominate

**Brick Fair** – looking to run it later in the year – 17<sup>th</sup> Oct. Organising committee meeting tomorrow evening – looking for volunteers. Need people to do social media and graphics to help promote it – Sarah VanLoui possible option

Tully – commented that past winner from Channel 9 LegoMasters some years back (now off contract) may be someone that could be engaged for the event

**Election 4<sup>th</sup> Sept** – BBQ and Cake Stall are good fundraisers at these as school is a polling booth.

**Other ideas**

First Term follow up – previously had produced coffee keep cups now looking in to similar/othe fundraising Ideas or Products – for eg Fathers Day / Xmas Gift stocking fillers

Old school tea towel option suggested – give to grandparents

Drink Bottles idea suggested by Tully

Umbrellas – golf umbrellas also suggested

**Additional Fundraiser** – Coffee Cart – for Gold Card Assemblies/Friday mornings .. previously it was a lovely opportunity to connect with each other so exploring re-introducing this is some way.

**Fathers day stall opportunity** – should we consider it? Katrina doesn't have any objection – if runs similar to Mothers Day Stall then relatively easy to coordinate with each class.



c. Sport	Georgina Ponzini	10 min	8:35
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- Slime based fun run planned
- Using Prizes this year – does motivate them to raise more money
- Objective for fundraising is to Refurb tennis courts – looking in to the quotes \$20-50k range
- Through School Community Support via Rebel Sport Community Card Program the school has now received \$2k equipment. This includes equipment for PSSA and Infant School appropriate items including games for playing on the oval. Balls had arrived and Mr Hurkett currently pumping them up
- Cross Country Training starting + Kick Start on Monday mornings – very cost effective for families offered on school grounds

**Motions**

**PSSA Uniforms are old and need updating & some teams need uniforms some falling apart some sizes missing etc**

**Motion raised by Georgina to spend up to \$4500 to replace uniforms for PSSA**

**Seconded by Sam Younes**

**All Agreed**

**Motion raised by Georgina for new flags for sports houses and teams and one for Zone .. needs to be easy to put up by the kids**

**\$211 each flag x 5**

**Up to \$1200 on Flags**

**Seconded by Sam Younes**

**All Agreed**

<b>5. Any Other Business</b>			<b>8:40</b>
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Katrina – P&C newsletter section .. can we get info to her on fortnightly basis

- Brianna to take it up as action item

**Briana Shorten Motion : P&C Meeting more than once per term – move to 2x per term**

**Seconded by Sam Younes**

**All Agreed**

- Katrina only able to commit to once per term
- Exec to set agenda
- Structure meeting – such that agenda would include Katrina / Principal Update at first meeting of each Term whilst second meeting would be to just provide a more regular update and ultimately enable us to shorten meetings as not as long to hold issues over to next meeting if needed. Also with alternating days (Tues / Wed) more parents will hopefully be able to attend meetings across the school year.
- 1<sup>st</sup> Meeting to take place on 2<sup>nd</sup> week of every term – 7pm start
- **Sub Committee – Health & Wellbeing and Inclusive – Kathleen to promote and is seeking interested parents to create a committee to discuss and work with school**

<b>Next Meeting Scheduled Date : 15/6/2021</b>	<b>Meeting Closed : 9:53 pm</b>
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