

## **Scarborough Public School Parents & Citizens Association**

Meeting Type - General Meeting

Meeting Date - 13 March 2018

Time 5.15pm

Location SPS Library

### **Agenda**

1. Apologies : Aran Chevalier; Graham Healey; Celeste & Ant Ritter; Paul Cullen & Rowena Ivers; Shane Adams; Ross Mills; Aylin Cimilli.

2. Attendance : Lisa Mills; Melanie Kennett; Leigh Healey; Nearissa Keay; Michael Webb; Cat Taylor; Cinnamon Lee; Sam Demello; Chris Hopkins; Bianca Shaw.

3. Previous Minutes : Tabled. Accepted - 1st Michael Webb & 2nd Sam Demello.

4. President's Report : New president welcomed all and thanked Sam D & Liz C for their efforts on the BBQ for Meet the Teacher. Items added to General Business.

5. Correspondence : All Fundraising literature and emails.

6. Treasurer's Report : \$15-18K to be quarantined for Art Show expenses 2018. Surplus available. Shane prepared and distributed "Income & Expenditure Feb-Mar 18" and "Statement of Receipts & Payments for SPS P&C Assoc". See attachments. Handover from old treasurer (Shane) to happen with Paul (new treasurer) separately.

7. Canteen Report : Sam and Cat prepared a proposal for additional Canteen support for Meal Deals and P&C catered events (exception the Art Show) as assistance to undertake these tasks requires 2 co-ordinators to share the load. Float (small) to be provided so parents not out of pocket. See attached document.

- Outcomes as follows: Meal deals to be organised in advance on specific days (Chris to provide dates on school calendar to Sam & Cat).
- Regular Sushi Meal deals to occur on a Friday as this ties in with supplier delivering to another local school.
- Sam to prepare a detailed procedure manual with guidelines on how to run a sushi meal deal should she be absent.
- Extra volunteers to be called on for the meal deal days - with locked in dates / scheduled days this is designed to allow parents to plan their availability to help.

Canteen required cleaning upon return to school due to mess and rubbish left by contractors over the holiday period. Chris arranged for Adrian to do an extra clean in this area.

- Outcomes - canteen hygiene issues to be reported to Chris and this will be attended to by school maintenance officer.

8. Uniform Officer Report : Topic of Hats discussed with a selection of options from 2 suppliers on display. SPS to purchase these samples so trials can be conducted by SPS to see which hats

are most secure during sport sessions. Chris to sign off on second hat option pending outcome of testing by SPS SRC.

Small sizes now available except small hats - still awaiting supplier.

#### 10. Principal's Report :

- Meet the Teacher - Chris thanked Sam and Liz for their hard work on today's BBQ. The parent turn out was pleasing.
- NAPLAN - it was noted that the Illawarra Mercury had reported on the results and identified SPS as a stand out. Chris declined interview - valid reasons given. Article potentially will help with local enrolments.
- Library has lots of new books - classic literature to encourage, expose and extend the avid readers. To celebrate International Women's Day several illustrated books about influential females have been added for the stage 1-2 groups.
- MPR - Makerspace door - plan being submitted for demolition of wall between these rooms to make it a dual purpose area. This will create another teaching space and further enable duty of care when both spaces are being utilised. Concerns were raised by P&C about security of art work during art show. Chris advised the area will be made secure prior to the art show.
- Southern Stars - SPS involvement is now confirmed. Capped to 20 students for the dance. Open to years 4-6.
- Furniture for classrooms - last of the new furniture has arrived and is being installed. Old classroom furniture will be placed in the MPR/Makerspace once area has been opened up.
- Music Project - Chris has applied for a grant for SPS to run and create music for an Indigenous Dream Time Story. Chris has received approval from local elders, and secured a composer and storyteller, with dance co-ordinator remaining. This is designed as a whole school learning task, should funding not be forthcoming, Chris to source funding elsewhere.
- PLAYGROUND - Communication from DOE project manager received requesting architects provide more specific details regarding specific playground parts. Chris noted that another school had been approved for a similar playground concept - will contact if need to determine how they got their approval.
- Renewal of Small School Signage - Signs to be reviewed include Fence sign and kindy enrolment - others as required. Bianca has offered to do the photography. Graphic design to be revisited - to minimise cost it was suggested to approach parents with skills as graphic designers.
- School sport - sports uniform to be worn for usual Friday sport. For special sport (Athletics) on Thursday's sports uniform to also be worn.
- SPS School Plan 2018-2020 - Chris tabled. See attached documents. Feedback invited. See school FaceBook page or website.

#### 11. General Business

- Help for Meal Deals and P & C BBQ's required - see Canteen report for details.
- Fundraising - Leigh Healey has requested to do the Teatowel Fundraiser for Father's Day. P&C agreed unanimously. Leigh to organise and co-ordinate.

- Stranger Danger - Bianca reported an incident involving an unidentified adult entering the school and approaching her child and asking to use the toilets. Chris advised the gates are unable to be locked as they are required for evacuation.
  - Chris to contact DOE Security department to request assistance for dealing with this. Chris and other parents also advised it was a common occurrence for tourists to enter the school grounds and take photos.
  - Signage in specific languages was unable to be erected due to policial correctness constraints. It was suggested that universal signage be erected in the form of a camera with a red line through the centre to discourage.
  - Chris to revisit policy on child education regarding our kids being approached on school property in school hours by unidentified persons and how they are to tell a teacher.
  - Chris to continue to educate and reinforce parents about the DOE WHS mandatory requirements for any parent helper to sign in and wear a badge when on the school premises.
- School uniform - parents raised concerns about the various coloured school shoes noted in the school yard. Chris advised of school policy - black shoes. Chris also advised the rationale behind the uniform policy - to ensure equity amongst all students.
  - Chris to place a reminder in the school newsletter.
- Ethics - Nerissa reported the ethics teachers were invited to Governement House as a thank you for volunteers. Enjoyable and interesting evening.
- Art Show date - date for 2018 Art Show inaugural meeting to be set at next P&C when Shane present.
  - P&C secretary to send out an expression of interest for Shane/Leigh's Co-ordinators role to all parents. Lisa to forward to front office for distribution.
- P&C Secretary - Nerissa volunteered to fill in at next P&C meeting for Lisa whilst away.

## 12. Date for Next Meeting

- Scheduled for 7pm, SPS Library, Tuesday 10th April 2018 (last week of term 1).

Meeting closed at 6.40pm.