



# Russell Lea Public School P&C

Lithgow Street, Russell Lea NSW 2046. Phone: 9713 8267 [www.russelllea-p.schools.nsw.edu.au](http://www.russelllea-p.schools.nsw.edu.au)

## General Meeting Agenda

12 November 2019

1. Welcome members and guests
2. Presentation on Mandarin language classes
3. Guest Speaker – (Berna Nahkle, STEM specialist)
4. Minutes of previous meetings
5. Matters arising
6. Correspondence
7. Reports
  - 7.1. Principal
  - 7.2. Treasurer
  - 7.3. Social
  - 7.4. OOSH
  - 7.5. Uniform
8. Updates:
  - 8.1. School fete
  - 8.2. Change of School Hours
  - 8.3. Disco
  - 8.4. Dancing – timetable change
9. Discussion items:
  - 9.1. P&C Spending proposals
10. General Business

## Meeting Attendance

Executive			
President	1. Jacqui Manning	Treasurer	2. Amando Buenaventura
Vice President	3. Narelle Horton	Vice President	4. Liz Maniscalco
Secretary (chair)	5. Lindsay Springall		6.
Members 2019			
7. Debbie Bell	8. Chau Duong	9. Manjoosh Joshi	10. Elise Chauncy
11. Dan Sprange	12. Jenna Covucci	13. Laura Woodall	14. Livia Sendlebeck
15. Sonja Screpis	16. Sarah Hunt	17. Wendy Shih	18. Anika Martin
Guests			
19.	20.	21.	22.

## Apologies

- Nil

### 1. Welcome

- Meeting relocated to the school library to facilitate the guest presentations.
- Meeting opened at 07:38pm

### 2. Web Presentation – Mandarin Classes

- Ryan Rampling from *My Education Group* (<https://myeducationgroup.org/au>) presented a sample Mandarin language session via web conference using *Zoom*. Ryan and one of *My Education Group's* teachers (Fay, conferencing in from China) demonstrated the approach to language classes the group provides. Members present were taught to say a few common phrases.
- Dan to follow up with Ryan and a proposal to be brought to teachers and parents.

3. Berna Nahkle, RLPS STEM specialist presentation on STEM support options

- Berna presented results of her impressive work throughout the year with teachers and students in Russell Lea, particularly focussed on coding and technology
- Berna submitted a proposal to purchase technology to support STEM learning, including:
  - Bots
  - Headsets
  - VR camera

Motion	M121119-1	That the P&C provide \$5530.00 to fund the purchase of equipment to support the teaching and learning of STEM	
Moved		Seconded	Outcome
Jacqui Manning		Davina Kite	Carried

4. Minutes of previous meeting

Motion	M121119-2	That the P&C pass the previous minutes without amendment	
Moved		Seconded	Outcome
Jacqui Manning		Debbie Bell	Carried

5. Matters arising

- Nil

6. Correspondence

IN	P&C Federation Term 4 Bulletin	OUT	Nil
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7. Reports

7.1 Principal

Fete

- Dan gave a very warm thank you to everyone involved with the fete
- Noted this was his first fete and was blown away by the atmosphere and community that was created in the planning and on the day
- Thanks, in particular to the fete leadership team on the day, and everyone that was involved in convening or manning stalls

School Audit

- An Audit on the school will be completed next week – looking forward to the feedback that these audits provide

2020 planning

- The school is about 5 students away from being able to employ an additional teacher
- We have about 70 kindergarten students enrolled already for next year. This will equate to 4 classes
- RLPS have raised an expression of interest for temporary teachers
- The school has prepared a preliminary budget, which will continue to be adjusted as enrolments are finalised
- In addition to the tech/STEM program, the school executive is also looking at a wellbeing program, visible learning and many other priorities for enhancing teaching and learning for teachers and students

School hours

- More than 200 submissions have been made for the school hours survey
- Dan noted all feedback will be considered with most parents indicating a preference for 9-3
- Some parents have contacted the school directly and dan has been working with families that would be significantly impacted by a change
- The executive has been reviewing the quantum of the survey responses and has noted that the feedback may be skewed as
  - The initial survey release did not include an option for hours to remain as they are
  - Respondents were to make multiple responses
- Jacqui Manning provided feedback from several parents highlighting prospective difficulties with the change – noting work commitments, timing at other schools, OOSH commitments
- Questions were raised regarding potential changes to break times, noting:
  - Early lunch and late recess will continue but times would shift consistent with the overall timing change
  - Break duration would not change
- Dan acknowledged the implementation of the survey had been inconsistent and the addition of an option for hours to remain had been added after the initial release of the survey
- As a result, the survey will be re-sent later in November

7.2 President's report

- Thanks to the parents and students that supported the fete
- Raised the purchase of books as Christmas presents for students

7.3 Treasurer's report (presented by Jacqui Manning as Amando had to leave)

- See attached treasurer's report
- Financial report as at 31 October
- Livia Sendlebeck provided a summary on the fete:
  - Fete update provided by Livia (see attached)
  - Generated \$88,165.20 with a profit of \$56,182
  - Expenses increased to include traffic management and a broader range of events, hired equipment (dunk tank, tables, ATM)
  - Thanks to all conveners
  - Special thanks to Evy Davina and Michelle Andrews for all their work on the silent auction
  - Amando for amazing support
  - Dan Sprange and the office administration team
  - Sean's support in preparing and packing up
  - Survey will be sent to all conveners
  - Fete Celebration to be planned at Drummoyne Sailing Club (fete sponsor)
  - Some Silent Auction items remain – suggested these be raffled with proceeds to go to bushfire or drought relief – agreed by the room
  - Fete committee encourage all RLPS families to support our fete sponsors and mention they are RLPS so the businesses know we support them
  -

Motion	M121119-3	That the P&C pay \$700 toward a thank you event for the fete coordinators and conveners.	
Moved		Seconded	Outcome
Jacqui Manning		Lindsay Springall	Carried

Motion	M121119-4	That the P&C provide funding for up to \$300 for a pizza party for the winning classes in the raffle.	
Moved		Seconded	Outcome
Lindsay Springall		Narelle Horton	Carried

7.4 Sub committees

1. Uniform shop (Michelle)
  - No report
2. OOSH (Davina Kite)
  - No report
3. Canteen (Laura Woodall)
  - No report
4. Social Committee
  - No report

8. Updates

8.1 Fete / Events

- See fete update

8.2 Disco

- To be held in the school hall 6<sup>th</sup> December 6:15pm – 8:30pm
- Pizza truck and gelato has been ordered and will be available for pre-purchase on Flexischools
- Pizza to be served from 6:15 – 7:30pm for Flexischool pre-orders. Orders on the night (cash) to be served from 7:30pm.
- Dance performances 7:45 – 8:10pm

Stage 3 students will be asked to do posters for around the school to publicise event

9. General business

- Requirement for a new BBQ raised and discussed

Motion	M121119-5	That the P&C provide funding for a new BBQ up to \$800	
Moved		Seconded	Outcome
Jacqui Manning		Livia Sendlebeck	Carried

- Presentation day audio equipment will be loaned from within the school community (thank you Daniel Woodall)
- Event staging will be rented from Megadeck at a cost of \$1200 excl GST
- Proposal for the school to split the cost of the presentation day with the P&C, however additional costs proposed to be borne equally by the school and P&C.

Motion	M121119-6	That the P&C provide funding for half of the costs of the presentation day up to a total cost of \$1000.	
Moved		Seconded	Outcome
Jacqui Manning		Davina Kite	Carried

- Further to the issue of former RLPS/RLIS Principal, Mrs Pike with a life membership, Debbie Bell raised the cost of Mrs Pike's life membership pin

Motion	M121119-7	That the P&C provide funding of \$66 for the life member badge provided to Mrs Pike for life membership.	
Moved		Seconded	Outcome
Jacqui Manning		Davina Kite	Carried

- Mr Sprange offered the school library as an ongoing venue for P&C meetings.

10. Meeting Closed (9:52pm)

11. Next Meeting:

The next P&C General meeting will be held on Tuesday 10 December 2019, 7.30pm, in the school library, Russell Lea Public School, Lithgow St, Russell Lea.

**Meeting Minutes**  
**12 November 2019**

**Location: School Library, Lithgow St Russell Lea**

**Russell Lea Public School**  
**P&C Association**

**Chair: - Lindsay Springall**

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12. Matters Arising for December

Noting the December meeting will be preceded by the AGM, during which all executive roles will be made available for nomination to current P&C members.