



Russell Lea Public School P&C

Lithgow Street, Russell Lea NSW 2046. Phone: 9713 8267 www.russelllea-p.schools.nsw.edu.au

General Meeting Agenda

10 September 2019

1. Welcome members and guests
2. Minutes of previous meetings
3. Matters arising
4. Correspondence
5. Reports
 - 5.1. Principal
 - 5.2. Treasurer
 - 5.3. Sub Committee Coordinators
 - 5.4. OOSH Liaison Officer
6. Updates:
 - 6.1. School fete
 - 6.2. Spring Showcase
 - 6.3. Disco
 - 6.4. Year 6 Buddies
 - 6.5. P&C website
7. Discussion items:
 - 7.1. Airconditioning for admin buildings
8. General Business

Attendance

Executive			
President	1. Apology	Treasurer	2. Amando Buenaventura
Vice President	3. Apology	Vice President	4. Apology
Secretary (chair)	5. Lindsay Springall		6.
Members 2019			
7. Debbie Bell	8. Liz Hunter	9. Manjoosh Joshi	10. Michelle
11. Dan Sprange	12. Elizabeth Matana	13. Kerry Humphries	14.
15. Sonja Screpis	16. Kylie Nixon	17. Justine O'Hara	18. Laura Woodall
Guests			
19.	20.	21.	22.

Apologies

- Jacqui Manning
- Natalie Borozan
- Narelle Horton
- Davina Kite
- Liz Maniscalco
- Glen Grunfelder

1. Welcome
 - Meeting opened at 07:38pm
2. Minutes of previous meeting

Motion	M100919-1	That the P&C pass the previous minutes without amendment	
Moved		Seconded	Outcome
Lindsay Springall		Livia Sendelbeck	Carried

3. Matters arising
 - Nil

4. Correspondence

IN	P&C Federation Bulletin	OUT	Nil
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5. Reports

5.1 Principal

- Last bit of concrete to be put down this week in top playground
- Vegetable gardens in place and parsley planted
- Builders want to donate something to the school and Dan's suggestion was a volleyball net
- Query raised re how much grass there will be for kids to play on and Dan advised that over time there will be lots of play space which might be rotated to keep it alive
- Kids playing well in COLA
- Anticipates that after the holidays the kids should be able to go on the grass
- Worried about a couple of the big old trees and an arborist will be coming in to check on those before next term
- External valuation happening presently– school does a self-assessment against the school excellence framework. School provides 60 pages of evidence and external staff come in to assess school's performance. A lot of progress made since 2018 and the majority of areas assessed Russell Lea was in the sustaining and growing categories. Comment made that we were doing well as a school to have large number of staff involved
- 140 iPad and laptops being set up for the school and they should be in classrooms soon.
- Questions raised from students about when code club can start again.
- Thank you to Ms Abdulkhalek for the work she has done on this
- Teachers in a good place in terms of professional learning. 4 x teachers presenting at another school tonight eg. How writing is being taught at this school
- Enrolments – we have lots of capacity. Policy says that we will gradually build up our numbers but we won't take so many kids that our local schools lose students quickly. Out of area enrolment committee deciding on out of areas but siblings will always be accepted for foreseeable future.
- Current predictions are for 50-60 kindergarten students
- As numbers have expanded, we can now employ another Assistant Principal and this will go through a panel and merit selection process.
- Mrs G has been unwell
- Dan to follow up naming of the library
- Wendy mentioned that we are short on readers. Dan discussed that there are some on order but will be reviewed
- School Open Day – soft opening on first Thursday back in term 4. Will have showcase of visible learning strategies, future focused learning, interactive IT and robotics. Aim of day will be for parents to see what is happening at the school in action.
- Email from parents to Dan questioning cost of Sportspro being \$90 per term. As a school having Sportspro means that teachers have more time to invest in learning and teaching. If parents are in a situation where they can't pay this can be discussed with Dan and he welcomes feedback.
- Naplan received by Dan today. Given our small size it is difficult statistically to compare year on year. Once we get beyond 40-50 students per test it will get more reliable

Motion	M100919-2	That the P&C fund \$100 for flowers for Mrs G who has been unwell	
Moved		Seconded	Outcome
Lindsay Springall		Michelle Turchini	Carried

5.2 President's report

Air Conditioning

- Original quote for air con from independent source was \$85,000 not including installation
- Quote received from contact gained by Roberto Omozusi was \$37,100 including installation

- Dan spoke to meeting about the reasons for the air conditioning for the comfort of staff and reception. Agreement from meeting for necessity of air-conditioning.
- Next step is for Dan to speak to assets
- Motion: that \$37,100 from the building fund be used to pay for the installation of air-conditioning in the office block subject to approval from assets. Any additional

Motion	M100919-3	That \$37,100 from the building fund be used to pay for the installation of air conditioning in the admin block, subject to approval from assets.	
Moved		Seconded	Outcome
Lindsay Springall		Veronica Williamson	Carried

Year 6 Gift/workshops for students

- Proposal from Jacqui for a gift for year 6 students in the form of a program for students in relation to transition to high school/friendship (topic to be chosen by parents).
- Suggestion that we do 2 modules with both boys and girls so that 2 x different topics can be chosen
- Suggestion for survey monkey to be sent out afterwards to get feedback from students and parents in relation to effectiveness

Motion	M100919-4	That the P&C fund an education gift for our current year 6 students up to the value of \$4500	
Moved		Seconded	Outcome
Lindsay Springall		Carmen Kelly	Carried

5.3 Treasurer

- See attached treasurer's report
- Financial report as at 31 August
- Notable elements are:
 - Building fund donations for aircon: \$1650
 - Year 6 fund raising for TE donation
 - School fete donations \$5000. According to Liv there was also a cheque from Canada Bay Club and Liv will follow up this at the office
 - Action: Jacqui to follow up her password for the system so that EFT payments can be made

5.4 Sub committees

1. **Uniform shop (Michelle)**
 - See uniform shop report
 - Update coming up about transition to new uniform
 - Thank you to Michelle, Lauren and Evy for their work in uniform shop
 - Thank you to Suzanna, Joshi for their work with the uniform review committee
2. **OOSH (Davina Kite)**
 - Thursday is full in the afternoon. Davina to follow up whether there are more spaces possible and whether this is a space or a staffing issue. Dan happy to open classrooms if needed to get more space
 - Have chess club, cooking club and sustainability and craft club
 - Aligning programs with learning outcomes
 - Vacation care places can be booked now with early bird price to be paid by Thursday
3. **Canteen (Laura Woodall)**
 - Still using single use spoons but forks and spoons have been phased out
 - No knives to be brought to school
4. **Social Committee**
 - Book Character Parade morning tea to be organised by Liz Maniscalco. Thanks Liz!

6. Updates

6.1 Fete / Events

- Thank you to Livia, Sonja, Marisa and Liz for all their amazing work on the fete
- See fete update
- Notable discussion items:
 - Still some sponsorship opportunities
 - Looking for someone to sponsor calico bags for people to have on the day
 - Convenors still needed for chocolate wheel, ticket sellers and microphone
 - Another request to be sent out for chocolate wheel and tombola donations
 - Second-hand books, clothes etc to be collected next term
 - Need families to put up corflute signs in front yards
 - Banners and fete decorations up by the end of this week
 - Thank you from Livia to Sonya for all her work on the fete
 - **Action: Amando to contact the insurer to discuss insurance requirements**
 - **Action: Lindsay to contact the Federation to notify about large event**

Motion	M100919-5	For \$20,000 to be released to the fete committee to pay for expenses associated with the upcoming fete	
Moved		Seconded	Outcome
Lindsay Springall		Carmen Kelly	Carried

6.2 Spring Showase

- Arrival at 6.15 for a 6.30 start. Should be finished by 8.30
- Performances by the String ensemble, dance groups and band

6.3 Disco

- Thanks to Davina and her committee for work on the disco
- Disco booked for Friday 6 December
- Blake has been requested again
- Plan for finish at 8.30
- Danielle will have dance groups performing from 7.45
- Feedback from parents for eco-friendly toys
- Disco committee have been investigating foot truck options. Suppliers have been contacted for pizza and gelato. Options for gelato
 - Some to man gelato for 4 hours – \$1430
 - Kids self serve gelato - \$880
- Members present felt that more options need to be investigated to bring price down

Motion	M100919-6	The P&C fund up to an amount of \$1500 for gelato at the school disco	
Moved		Seconded	Outcome
Lindsay Springall		Livia	Carried

6.4 Year 6 buddies

- No discussion

6.5 P&C website

- Thank you to Sonya Screpis for all her work on the P&C website

7. General business

- Thanks to Wendy for support on the Father's Day stall

Meeting Minutes
10 September 2019

Location: School Hall, Lithgow St Russell Lea

Russell Lea Public School
P&C Association

Chair: - Lindsay Springall

8. Meeting Closed (9:50pm)

9. Next Meeting:

The next P&C General meeting will be held on Tuesday 12 November 2019, 7.30pm, in the school hall, Russell Lea Public School, Lithgow St, Russell Lea.

10. Matters Arising for October

Oct – raise motion for P&C credit/debit account and authorisations