



General Minutes 21st August 2023

ATTENDEES

Paul Hardy, Michael Maher, Melissa Trapps, Sarah Foreman, Amanda Petersen, Theresa Preston, Derek Mascarenhas, Stacey Arona, Amy Hatch, Madeline Gale, Erin Foenander, Simone Rizzuto, Mel Bemrose, Emma Lonsdale, Jessica Kotowski, Catalina Forero, Dee Larsen, Shauna Tyson, Laura Seefeld, Marije Kleinsmann, Kirstin Wrightson, Skye Migan, Julia Smith

Apologies: Jacqui D'Agostino, Alana Shepherd, Adam Baker, Marija Harris

AGENDA

1. Welcome & Acknowledgement of Country
2. Previous Minutes
3. Correspondence
4. Special Presentation: 'IK-2 English & Maths Syllabuses'
5. Reports
 - a. Treasurer
 - b. Sub-Committee: Band
 - c. Sub-Committee: Canteen
 - d. Sub-Committee: Uniform
 - e. Sub-Committee: Traffic & Safety
 - f. Sub-Committee: Working Bee
 - g. Sub-Committee: Fundraising
 - h. Sub-Committee: Communications
6. Principal Update (Simone Rizzuto)
7. Other Business

1. WELCOME	PAUL HARDY
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- Meeting opened with Acknowledgement of Country, at WHPS at 7.00pm.

2. PREVIOUS MINUTES	PAUL HARDY
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- Review of previous minutes and acceptance by all, accepted by Sarah Foreman.

3. CORRESPONDENCE	PAUL HARDY & AMANDA PETERSEN
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- Andrews P&C Membership & Insurance correspondence to be forwarded to Treasurer from Secretary email inbox

4. SPECIAL PRESENTATION	Skye Migan/ Julia Smith
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- Skye & Julia shared new curriculum changes with the P&C
- First comprehensive NSW curriculum change in 3 decades
- Across 2022 the WHPS team familiarise and trialled writing programs and teaching new outcomes
- In 2023 they were implemented as a mandatory K-2 program
- English syllabus focuses on immersive and early exposure to concepts with the move from teaching 3 to 11 key outcomes
- Mathematics syllabus focuses on using skills across domains, reasoning and verbalising, with 3 key outcomes to be taught

5A. TREASURER	MICHAEL MAHER
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- Current net position for YTD \$215k
- Callout on Band fees, need to send out fees requesting payment via direct transfer. Paul to contact Flexischools to understand ability to adjust pricing through the App for future payment options
- Treasurer to invoice school for fly screens as per agreement last meeting as part of Canteen upgrades

5B. BAND	EMMA LONSDALE
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- A Performing Arts event is being planned for 14th September at the school
- Completing a Practice-a-thon with Canteen Voucher for best participation

- Recruitment will begin at the end of term to build up Band members
- Audit completed to understand equipment requiring servicing or repairing
- An end of year disco to be run by Band Committee again to raise funds for instrument repairs was endorsed by the School to proceed

5c. CANTEEN

THERESA PRESTON

- **Equipment Update** – A second air fryer and thermal temp scanner have been purchased and are being put to good use. Other equipment being looked into is another pie warmer (that meets heat temperature requirements) and a drinks fridge.
- **Fly Screens** – Have now been successfully installed. It has been since raised that these require regular cleaning to remain hygienic (and to prevent rusting). Plan moving forward is to have cleaning the fly screens part of the regular deep clean the canteen has.
- **Matilda's Cookies** – The canteen sold cookies with green and gold sprinkles to celebrate the Matilda's success at the World Cup. These were a hit with the kids and sold out fast!
- **Special Menu Item Day for this Term** – Looking at having "Pineapple Week" as the canteen has surplus stock of pineapple smoozes and pineapple quelch sticks. Proposed time frame is the second last week of term.
- **Health & Safety has reviewed the Canteen** and recommended minor improvements which the team will address. Otherwise all approved.
- **Welcoming Jacqui as Friday Full-time employee** in Canteen, joining Rachael Wed/Thu and Mel Mon/Tue/Fri

5d. UNIFORM

STACY ARONA

- The current bank balance is approximately \$18,077 (which will go down when we order the stock for kindergarten orientation).
- **Stock** – ongoing back-orders have now come in and we are reviewing current stock in preparation for kindergarten orientation. Need to find out the dates/times the uniform shop needs to be open for orientation (for stock and volunteers).
- **Stock-Take** – completed (we have \$47,966 worth of stock on-hand).
- **Shop Clean-Out** – audit and clean-out of both storerooms has now been completed. Old paperwork has been sorted out, all second-hand stock has been tidied up and a general clean-up of the shop has been done.

5e. TRAFFIC & SAFETY

DEREK MASCARENHAS

- Permission was not granted from the Department of Education to move ahead with promoting the Incident report with photos of vehicles incorrectly parking around the school through formal school communications. Reasoning being concern of potential backlash and aggression towards our school staff

- P&C agreed to share on P&C FaceBook page and turn off ability for comments to be added to avoid inappropriate comments
- Suggested Traffic & Safety sound be a topic presented at Kindy Orientation

5F. WORKING BEE	No formal update
<ul style="list-style-type: none"> ● No formal update 	

5G. FUNDRAISING	SARAH FOREMAN AND MELISSA TRAPPS
<ul style="list-style-type: none"> ● Cookie Fundraiser completed and raised ~\$10,500 ● Fathers Day next big event next week, tickets closing Tue 22/8, call out for volunteers ● Trivia Night save the date to be sent w/c 21 August. Night confirmed for November 4th 	

5H. COMMUNICATIONS	MARIJE KLEINSMANN
<ul style="list-style-type: none"> ● Regular comms tracking well on Facebook ● Focus has been on designing Trivia Night and Fathers Day communication collateral 	

6. PRINCIPAL UPDATE	SIMONE RIZZUTO
<ul style="list-style-type: none"> ● A busy and great Term 3 with high community engagement ● Year 6 will participate in Collaroy Plateau War Vets visit to see the Museum and Residents will be reading with students. A wonderful partnership for everyone involved ● Staffing challenges remain unchanged with staff sicknesses and off class teachers covering where they can to ensure consistency in learning. School is submitting data to the Department reporting on how many classes impacted ● Naplan results are in and reports have been sent home with Students in year 3 & 5. Results encouraging but change in approach is not comparative to previous Naplans so hard to gauge. Check-in data continues to be a more useful tool moving forward and happens twice a year allowing the school to adjust programming as needed ● An Acknowledgement of Country Book has been created by the School and sits in the Office. Combination of staff and student writing the content and illustrations by Students ● School office is also to receive a new mural which is currently in approval to proceed 	

- Recruiting underway for Assistant Principal Position replacement
- Positive feedback shared by community on Education Week, thank you to the staff for putting on a wonderful week of activities

7. OTHER BUSINESS

ALL

- Confirmed that P&C will extend work on landscaping to include Vegetable Garden, aiming for end of year completion
- Notice for purchasing of below raised
 - School Noticeboard
 - K-2 Playground ideas - please send through any ideas and will be key focus for fundraising activities in 2024
- Action agreed to update the P&C Flyer that covers achievements of P&C over previous years and plans for 2024. Marije to update and send through for review
- AGM coming soon, consider roles, in particular President role will be vacant
- Next meeting 18th September

Meeting closed at 8.30pm.