



**THORNLEIGH-WEST PUBLIC SCHOOL**  
**P&C Meeting Minutes**  
**Tuesday 12<sup>th</sup> June 2012**

**1.0 Opening and Apologies**

**Attendees:** Dana Logiudice, Delvene Bee, Veryan McAllister, Hector McAllister, Stuart Bidwell, Amanda Long, Linda Davis, Helen Roberts, Kylie Duncan, Mark Faber, Kerrin Daly, Lainie Kalrinhs, Paul Miller, Finbar O'Doherty, Chloe Lorente

**Apologies:** Gordon Dracup, Helen Tibbet, Tony Smallwood, Juliet Kelly, Laurelle Knight

**2.0 Minutes of the Meeting – 8<sup>th</sup> May 2012**

Proposed: Stuart Bidwell, Seconded : Veryan McAllister

**3.0 Business Arising from Previous Minutes**

- Dana to supply minutes to Kylie regarding homework to be addressed in general business
- Bookkeeper - Stuart has appointed someone from franchise
- Dana – looking into playground equipment. Some concerns from Paul re “unsavouries”. Dana – shall we look at finances after spring fair, see what available then revisit issue after fair
- Linda Davis – computer trouble with year 3 – Finbar to investigate IT. Finbar – issues go into it book. IT guy spent whole day recently taking care of issues in particular room. Getting top of issues as much as possible. Have added extra days over fortnight 3 to 5 days per fortnight.
- Veryan - to give proposal to Finbar re school bullying (given). Finbar to meet with Paul (has taken place).
- Finbar to look into cross country issues – Finbar/Paul aware of. Risk Management taken and filed for future.  
Floor – what happens if risk management done and issues happen. What learning is done - Paul, school looks at much as possible but not foolproof.  
Floor- what actions taken from issues. Paul – all noted for next time, standard practice and addressed. Will look at options for next time.
- Kiss and drop – Dana has written letter to council. Has not heard back yet. Quarter sessions road – not a pedestrian crossing. Only children’s crossing when flags are up. Could this be put as a reminder in Wednesday Weekly?

**4.0 Correspondence**

Note from Carkeets; thank you for memorial.

## 5.0 Principal's Report

Departmental changes – already changed way school operates. Restrictions on government contracts have been changed up to \$5000 – school can use competitive rates with other suppliers.

Office of Schools now Schools Portfolio – all the high end education directorate. Will be reshuffle – all school staffing issues stopped for the next month until restructured.

Every school/every student is learning/support teacher – TWPS allocation is 3.5 days per week 1 teacher. This is now in excess of what had before over all however overall rather than specialist from particular support system.

Could possible exchange with other local schools that have specialists in other areas. All specialist support from central now stopped and will go through this. Learning support now will be Learning and Support team. This is good for borderline kids, who couldn't get funding/support signed off - don't have to be formally assessed. Functional Assessment Team. High Needs children given extra funding. Very positive thing

### Bullying

Any concerns, if not dealt with teachers – go higher. School has been working on PBEL model – adopted by DET, particularly in Northern Sydney – consultants who work with this. How student welfare works within teaching framework. Actively teaching these behaviours.

Expectations – respect, responsibility and achievements. Rules across the school – teaching what respect look likes, promoted across school eg in classrooms, painted in colour in toilets

Replacement for bluey system using these expectations.

Kylie – issues with bluey system – implementation of system eg some teachers give out more than others, if not here from kindy then impossible to receive medal. Concerned will be same with new system

Paul – new system will be trying to identify why getting reward.

Bullying –Paul – a lot of feedback received already anti-bullying plan however is difficult to find. Looked at what currently doing and where need to go.

Suggestions to break into easy to read small segments

Veryan still have issues – eg buddy issue year 3 with year 1 last week. Not addressed adequately/unresolved. Wants to see committed difference where action taken. Bully should be addressed not just take child who is bullied.

Parents are left feeling unresolved. How is this communicated to parents on how to follow up from teachers to go higher.

Floor - needs to be addressed as whole school issue and issues are not being addressed. 10 families have left. Paul – not hearing about this

People afraid/reluctant to go to next level. There needs to be a procedure that parents can follow.

Kylie – what is the procedure if not happy with schools response/outcome – Paul, can go to districts office, there are complaints procedures. Have no issues with this.

Small - DET Bullying handbook – guidelines – available to help define what bullying is, steps/procedures. We meet half these steps, what others areas can be addressed

**ACTION:**  
School has a PBEL team working on this. Would like input from parents to meet with this team rather than operate separately. Dana to speak with Paul about how to move forward.



12<sup>th</sup> June, 2012

## Principal's Report...

*"The most important thing in raising a child is not to try to put the stamp of the past on that child, but to give that child the freedom to grow and explore"* - Catherine Bateson

### Upcoming Events

#### Week 8

14-15/06 Band Camp

#### Week 9

18/06 UNSW Writing Competition

19/06 UNSW Spelling Competition

Mufti Day

K-2 Assembly Item 1A

20/06 Senior Choir to Pymble rehearsal

Multicultural Public Speaking District Final

21/06 Grandparents' Day

Yr 5 PHHS Science

22/06 School Athletics

#### Week 10

25/06 Debating vs Waitara (away)

26/06 Principal's Morning Tea

27/06 Kindy Fairy Tale Day

Stage 2 excursion to Sydney Observatory

28/06 French Day

29/06 Last Day of Term 2

#### TERM 3

#### Week 1

16/07 Staff Development Day

### Other

#### **1. Departmental Changes**

- Reorganisation of the Schools' Portfolio (Office of Schools)
- Commencing from 11<sup>th</sup> June onwards- resourcing more closely aligned to schools
- Local School/ Local Decision- non contract purchases
- Every School/ Every Student

#### **2 Concern regarding Bullying**

- Was raised in last meeting
- Have met with two P&C reps
- Needs to have more 'hard data'
- PBEL- rewards/ behaviour management being developed
- Parent rep to provide input into PBEL

#### **3 Grandparents' Day**

- Popular event
- Program in newsletter tomorrow
- Book Fair in library
- Photo opportunity for grandparents / grandchildren

## 6.0 Other Reports – from P&C Subcommittees

### 6.1 President – Dana Logiudice

Pavers may take a while due to wet weather. Decided to move meetings to 730 pm. 50<sup>th</sup> anniversary ran at a loss but not as much as originally thought.

## P&C PRESIDENT'S REPORT – Dana Logiudice

- Brett Carkeet Memorial: plaque is in place & I planted some Liriope behind it. Perhaps BASC & playground duty teachers could check it isn't being pulled out?  
I sent an invitation to the Carkeets to view the plaque and have morning or afternoon tea and they called me. They really want to keep it low-key & will visit the school one day when they're in Sydney (they live on the Central Coast.) I also received a lovely note from them thanking the P&C for restoring the memorial.
- Pavers: my last-hope plea in the Weekly last week prompted no response, so I hope to have today contacted Emrit to go ahead. They quoted \$1900, another local guy quoted \$1896. The Smallwoods have experience with Emrit so we'll go with them.
- Welfare: I have been involved with the small committee formed after the last meeting to look at bullying / welfare. Today Linda Davis & I met with Mr Miller & Mr O'Doherty.  
I have also put the Welfare Policy on tonight's Agenda and will speak to it later.
- Length of P&C Meetings: We are conscious that our Meetings are too long. The P&C Exec discussed this issue & hope that tonight all sub-committees have a written report that they can briefly refer too. We have asked Mr Miller to limit his presentation to 25 mins.  
We would like to start future meetings at 7.30pm.

## 6.2 Treasurer – Stuart Bidwell

Whiteboards and airconditioning to be paid for out of available funds. Trying to get things online rather than writing cheques.  
(see attached report)

## 6.3 Uniform shop – Helen Roberts

Floor - shame new jumper not as nice as old jumper – Helen, too expensive and copyright issues

# UNIFORM SHOP REPORT

(Figures are approximations as at 12/6/12)

## FINANCIAL POSITION IN A SNAPSHOT

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Cash in bank	\$26,694.72
Outstanding debt to suppliers	\$11,914.00
Pre loved cheques to be cashed	\$462.00
Credit refund cheques to be cashed	\$175.00

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**Balance of cash** **\$14,143.72**

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**Sales from 9 May to 12 June 2012 = \$6,849.00. A total of 291 items!**

**Flexischools** – launched in the 1<sup>st</sup> week of Term 2 and has proved to be very popular. We've had 62 orders in 6 weeks which is a great start. All feedback received has been very positive.

**Track Pants** – still holding 2 shelves of stock of the current style and hope to reduce this further by the end of Term. Will be ordering the new style this week as we're out of Size 8 track pants.

**Volunteers** – I'd like to thank our group of volunteers: Helen Tibbett, Vervan McAllister, Kelly Belcastro, Sue Colley, Delvene Bee and Carolyn Delapierre. They are extremely reliable and always helpful - without them the shop wouldn't run as efficiently as it does. THANK YOU!

**General** – all is going well with the Uniform Shop which is how it should be!

## 6.4 Canteen – Karen Edmond

Dana – canteen survey has been done – will be going in Wednesday Weekly this week. Looking for general feedback

Question : Can the survey link be emailed out? Email out to class parents to distribute.

Chloe – flexischools can be used to study information on what is being ordered etc.

## Report from the Canteen June 2012

The Wednesday, Thursday, Friday opening of the canteen seems to be working well .

Fridays are still our busiest day but Thursday's sales are improving and certainly are more than last year's Monday sales - we usually had under 40 orders on a Monday and we now have over 60 on a Thursday.

I have introduced a smaller Slushy for winter and will probably continue to offer that size as it's more appropriate for K-2

We are now offering Nachos - this will probably stay as a Winter Special

Sushi is still popular and of course is one of the healthiest items on our menu.

The canteen made pasta is still popular.

Volunteers are always welcome and anyone with an hour or a few hours to spare is certainly welcome - we have free WiFi and good coffee/tea/hot chocolate available

Canteen duty is much easier with the Flexischools system and we have time to chat and have morning tea.

We now have 'Allergen Alert' on Flexischools - parents can choose the allergen and the system prints it on the student's lunch order label - much safer for all concerned.

## 6.5 MDFDGG – Dana Logiudice

Very few gifts left. More sold than before

### MDFDGG Report

The Mother's Day Stall made over \$3000! This money will be put together with the profit from the Father's Day breakfast in Term 3 to then buy some particular items for the school as suggested by the school executive – perhaps some AV equipment for the AV rooms?

Dana Logiudice

MDFDGG Convenor

## 6.6 BASC - Laurelle Knight

Steuart – holiday school care didn't make money but not far off from breaking even. Very happy with results.

## 6.7 Fundraising

### 6.7.1 General – Dana Logiudice

Entertainment books not sure what happening – another add to be put in Wednesday Weekly.

Mufti day and French day coming up – can we address where it sits on Flexischools as difficult to find – Dana to speak with Gordon

### 6.7.2 Spring Fair – Helen Roberts

Brown bags coming up

## 6.8 Band - Juliette Kelly

### **Band report for P&C Meeting 12/06/12**

**Band Camp** at Colloroy this Thursday/Friday. 86 children, 2 teachers and 5 Mums, 7 tutors and Mr Bell will enjoy a packed program of group tutorials, rehearsals, fun activities and 2 Birthdays. Big Thank you to Mel Draper who has taken the lead on organising this year's camp.

### **Competitions and Performances**

- Junior Concert Band, Senior Concert Band and Funk Band all performed well at Ryde East Music Festival, the competition was tough so no awards to report this time.
- Audition DVD has been sent to NSW Arts for Primary Proms events.
- Funk Band played at North Sydney Footy on Saturday 9<sup>th</sup> June.
- Training Band made their début at the 3-6 assembly today
- All bands will entertain on Grandparents' day on Thursday.

### **Finance and Fundraising**

- Bank balance looking healthy now fees are coming in; on budget.
- Band camp is on budget.
- Flexischools is working well, good feedback from parents.
- Bettina has successfully chased all but \$330 of last year's outstanding debtors, some final effort being made to recoup this but it may have to be written off.
- Cupcake day planned for Monday 25<sup>th</sup> June, band children will be selling cupcakes at recess.
- Coffee fundraiser probably early next term.

**Instrument servicing happens during this coming holiday.**

**Band info evening for 2013 recruitment booked for Tuesday 28/08/12 7-8pm school hall.**

**Juliet Kelly Band Convenor**

## 6.9 Catering – Michele Wood

Sending email out for catering grandparents day



## **7.0 Agenda Items**

7.1 Welfare Policy – addressed in Principal's Report

7.2 Homework

Kylie – Survey was put out but very limited responses – (6).

Paul – some good points from surveys received and have put into homework policy changes.

Kylie – feels made proposal, school did survey, policy issued with no reference back to proposal or discussion with group. Doesn't feel actioned back into classrooms

Paul – happy to reissue survey, values P and C feed back, however does not to address as a committee with parents.

Floor – Believe homework a teachers/school issue, as parents have different ideas on homework

Kylie – doesn't feel she had a response to her proposal.

Finbar – policy very broad, parents are free to come to school with particular issues. Believes teaching/homework work together.

Kylie – happy to speak to own child's teacher. Would like to have clearer role as to what role P&C have within school/policies

Dana – will establish P&C parameters/ what involvement can it/parents have

This is a forum for parents. Need to work within parameters of DET.

Floor – tonight has been a positive forum – discussion about parental involvement. However some place for parental involvement and others not.

Dana – is a forum for parental discussions

Dana will meet with Paul about welfare policy etc where to go from here

## **8.0 General Business**

## **9.0 Closing 935pm**

## **10.0 Next Meeting – 730pm Tuesday 31<sup>st</sup> July 2012**