



**THORNLEIGH-WEST PUBLIC SCHOOL  
P&C Meeting Agenda  
Tuesday 20th October 2015**

**1.0 Opening and Apologies:**

**Apologies:** Patty Correll, Gordon Dracup, Vanessa Erickson Lisa Pang, Hannah Grummett, Yolanda Bacon

**Present:** Rachel Dunn , Julie Tanger, Anke Vaughan, Tony Smallwood, Judy Reilly , David Stanton, Kerith Massey, Nicki Honeysett , Rosemary Saunders, Michelle Christopher, Cameron Saunders, Trish Stephen, Julie Granville , Chantal Mamo, Jacqueline McLeod, Melissa Watts, Amanda Long, Julia Kent, Yvonne Curren, Susan Parry, Veryan Mcallister, Alex Gayl, , Warwick Edwards, , Veryan McAllister, Samantha Webster

**2.0 Minutes of the Meeting – 1<sup>st</sup> September 2015, Passed** unanimously.

**3.0 Business Arising from Previous Minutes/Open items**

**3.1** Nil to report currently

**4.0 Correspondence**

**4.1** Email tabled from J & R Parker 20.09.15. See Appendix 1.

Mr & Mrs Parker expressed their concern about ongoing issues related to traffic management and the safety of children – prompted in particular by a high traffic event at the school on a Sunday which was actually the end of year Thornleigh Soccer club presentation afternoon. Veryan and Chantal have responded reassuring the Parkers that steps are continually taken to address this issue with students and families of students. Chantal to address traffic and child safety in newsletter again.

In further discussion Judy Reilly made the point that parents need to be reminded to encourage kids to walk around the car park not across the car park. Discussion was had around particular vehicles which are repeat offenders of speeding around the school. Parents to report to the office any particular incidences noted. Chantal continues to liaise with the local police regarding these issues.

**5.0 Principal's Report Term 4 Week 3**

**Band and Bear Day**

We welcomed 2016 kindergarten students to TWPS. They enjoyed listening to the band. It was also great for the senior band to share their talents. Children and parents then mingled during games on the back oval.

**Father's Day Breakfast**

Thank you to the team who organised this great event. It ran like clockwork. Dads don't often get to school so it was lovely to see the huge smiles on students' faces.

**Interviews**

It was great most parents attended the new formal interview. Many parents appreciated this opportunity to touch base with their child's teacher. We aim to improve assessment and reporting in the future.

### **Merit Selection**

The panel have met and written advertisements. We will now wait for CVs, referee checks and interview to select outstanding teachers for TWPS.

### **Drama Performance**

Drama lessons ended with a wonderful performance. These were well attended. The students shone. Their confidence grew and skills developed.

### **Sport**

There have been many competitions TWPS students have been involved in: cricket, Oz Tag etc. All students doing really well. Often these events keep older students engaged in school life.

### **Shade over the Garden**

We are pleased to have completed the shade over the garden. The students and teachers are using this space more. It looks great!

### **Lunch with Minister for Education**

I had the privilege to meet with the Minister for Education at Parliament house. This was a great meeting to share the positive things occurring at TWPS while also voicing concerns for education in general. One main area of need is more support for mental health.

**Term 4** We have made a great start. The teachers are recharged and ready to go. It is wonderful our happy students return safely.

### **Life Education**

All classes have been involved. Drug education is paramount. There is a new CEO so we hope to see some improvements in the programs presented.

### **6G @ ANZ**

Thank you for the opportunity to celebrate 6G raising the most money at the walk a thon. The children loved it!

### **Inter relate**

Year 6 have been involved in these sex education lessons.

### **Peer Observations**

All staff are completing peer observations. Providing effective feedback to each other. A powerful reflective tool to improve pedagogy.

### **Year 2 Band**

The Year 2 students love the "have a go" session. Excitement is in the air. Great to see students wanting to engage in music.

### **Choir**

Thank you Miss Dowd for the amazing work she has done with the stage 2 choir who will be performing at Chatswood Wednesday night.

### **Grandparents Day**

Wow! What a great turnout. Thank you to Bronwyn Cooper and her catering committee for the amazing morning tea. The students shared their talents.

### **Events**

There are many up and coming events Dove Day, Disco and Stage 2 to Chatswood. All great opportunities for learning and building a sense of community.

## **Diabetes**

We have a student type 1 diabetic. Staff are going to training to inject the child until he is confident to do independently. A reflection of our dedicated staff.

## **Kindy transition**

Start Friday! Four Fridays 9 – 10.30am. Children will have their teacher for 2016. I will conduct parent workshops. Child minding available for toddlers.

## **Burn Bright**

Student leadership program for Year 6 students.

## **External Validation**

TWPS has been chosen to pilot the new DEC process. We are happy to do so and see it as an opportunity to learn.

## **6.0 Other Reports – from P&C Subcommittees**

### **6.1 President's Report – Veryan McAllister**

- Reporting mainly in fundraising
- Discussion of colour of sneaker for sport days for students. Chantal expressed opinion that she was not concerned if the sneakers were not black. Motion: That students can wear appropriate sporting shoes and they are not required to be black  
Proposed: Nicki Honeysett 2<sup>nd</sup> Rosemary Saunders,  
Motion carried unanimously.
- Refit for uniform shop –new shop fitters, Nicki confirming plan. Can do it during summer holidays – Paul , GA, will paint room

### **6.2 Treasurer – David Stanton**

- Financial report provided (Appendix 2)–at this stage only need to raise about 19 K to break even for the year so all else is profit for savings for P&C

### **6.3 Uniform shop - Nicky Honeysett**

- Focus on kindy - all set up for Kindy fittings. Scheduling 1:1 fittings. Trialling an offer of a layby option if parents get a fitting in October and November.
- Stationary packs – Nikki organising and in liaison with teachers so requirements will match teachers lists.
- New fit out of shop – to circulate final draft and options to P&C exec. Discussion of funding. Motion proposed by Veryan that school and P&C to go halves in cost of fit out.  
2<sup>nd</sup> Kerith Massey – Voted – carried unanimously.

### **6.4 Canteen – Karen Edmond/Gordon Dracup**

- Spooky Friday menu – anyone with recurring order needs to reorder. To avoid disappointment there will be limits. No drinks.

### **6.5 MDFDGG**

#### **Fathers Day Breakfast**

- The Fathers Day breakfast, held 4<sup>th</sup> September 2015, was very popular and sold out before the cut-off for tickets, selling 457 tickets.

- It was made possible by the Mothers Day/Fathers Day Gift Group – Margaret Liddle, Jacqueline McLeod, Dana Loguidice, Vicky Galanti, Ishil Kennedy, Therese Downey and Judy Reilly.
- We would like to thank our wonderful volunteers, without which we wouldn't have run such a successful event – Virginia Fox, Lydia Liddle, Abi Liddle, Julie Tanger, Julie Wright, Alex Ryan, Dianna Cheung, Alex Ravailon, Susan Parry, Annette Mead, Grace Lee, Lyndall Harrison, Kim Curby, Lisa Pang, Helen Aprim, Kate Graham, Bettina Wellmogoed, Veryan McAllister, Ainslie Jennings, Roma Leard, Alex Gayl, and Liz Jenkins. Also thanks to the muffin makers Julie Edwards, Felicity Kirkegard, Aimi Forsyth and Jasmine Park-Weston. It was also great to have Mrs Mamo helping out at the breakfast and thanks to Paul Michael, the General Assistant, for helping with setup and pack up.
- Big Thanks to Geoff Knowles for helping to setup and delivering the old Thornleigh Thunder soccer BBQ, which they have kindly donated to the school.
- HUGE Thanks to the Funk band and David Bell, and also Warwick Edwards and Robin Beard who filled in for some missing members. The band sounded absolutely amazing and created such a great atmosphere at the breakfast.
- It was great to be able to get some donations from some local businesses to help with the cost of the breakfast, including Woolworths at Thornleigh, who donated a \$100 gift voucher, and Ray White Thornleigh, who paid for the meat.
- The gift stall ran well and nearly sold out.

### Financials

#### Income

Ticket Sales - Flexischools		\$3412
Ticket Sales - cash	\$54	
Fathers Day Stall		\$838
Ray White – meat		\$329.80
Woolworths Gift Voucher(used for croissants)		\$100
<b>Total</b>		<b>\$4733.80</b>

#### Expenses

Flexischools Charge		\$102.36
Gifts – Smart	\$230	
Gifts- Smart Fundraisers		\$119
Gifts – Ties/Cuff Links		\$70
Northside Paper – plates etc		\$64.81
Food – Ice		\$10
Pendle Hill – Bacon/Sausages		\$329.81
Watermelon		\$42.30
Woolies – Juice/Croissants		\$226.70
Woolies – Vicky misc		\$261.99
Woolies – Dana misc		\$141.06
Muffins – J.McLeod	\$15	
<b>Total</b>		<b>\$1613.03</b>

**Net Profit** **\$3,120.77**

- Balance of MDFDGG account is \$12,275.97, and wish to move \$6000 amount to the P&C.

### **Issue - Ray White/P&C**

- The group were very disappointed with the way Ray Whites involvement in the Breakfast was handled. We felt there was the lack of communication and consultation from the P&C President was the main issue. Something was mentioned about a banner and then the week of the breakfast an email from Vanessa explaining they would pay for the sausages and provide some helpers and another email mentioning they would have a table at the door with flyers, and there was only Alex Gayl that ended up helping, again.
- There was also no direct communication about the guessing competition. There was an email sent to the class parents the day before, only knew about this as Judy is a class parent. In previous years we have run our own guessing competition, know one except the MDFDGG would have known if we were doing it this year or not.
- Previous years the MDFDGG has run the breakfast with little assistance from the P&C, except volunteers on the day. Felt there was a lack of consideration for what our group does. The primary aim of the group was to provide a service to the school for Mothers Day and Fathers Day, we aim to cover costs and make a small profit, but our activities have never been considered a major fundraiser.
- It was felt that the breakfast is beginning to look like a corporate event rather than a TWPS community event – banners / flyers/ Ray White reps etc. We are very grateful for their support but we would have like it toned down.

Veriyan responded that she understood that it was short notice that Ray White were going to be there and that they were running a guessing competition but it was only unravelling at the time. Regarding the guessing competition Veriyan reported she genuinely didn't know this was something that the MDFDGG usually did. Veriyan apologised for any poor communication and reiterated that Ray White had been very generous in their support to the school financially and felt that representation at a school event such as this was fair and appropriate. Also that there had been plenty of discussion with the school regarding the overall sponsorship arrangement. Alex Gayle representing Ray White expressed concern that they did not want to cause any tension. All agreed that better communication and planning would prevent any further confusion. Acknowledgment was made that this was a new arrangement and details were being clarified as the year progressed.

### **6.6 Fundraising - Veriyan McAllister**

- Movie night – overview of details. Rides packing up at 7:00. All food and bar to close at end of intermission. Bar in school hall. Armbands for over 18's. Security organised.
- Raffle – if we sell 400 – 500 books of tickets we make 17K. See Kerith Massey for extra tickets.
- Walkathon – very successful – excursion to winning class to ANZ stadium was very enjoyable – thanks to Samantha Preston.
- Movie night 21<sup>st</sup> November –
- Big thanks to Vanessa Erikson for all her hard work in Fundraising this year.

### **6.7 Band - Warwick Edwards**

- Rehearsal timetable has been published for next year

- Training band recruitment is underway:
  - 14<sup>th</sup> October – Senior band played for year 2.
  - 16<sup>th</sup> October – Instrument try out morning went very well. The addition of some extra tutors made for smoother running
  - 27<sup>th</sup> October – Parent’s information evening
  - 3<sup>rd</sup> November – applications to be returned
- Once applications have been received will be able to identify what instruments will need to be bought for next year.
- Budgeting for next year underway
  - Would like to agree the P&C funding for next year once the instrument requirements are known (and how much the band and school can/will contribute)
- Funk band auditions will occur over the next month.
- Senior band performed at a combined local schools concert at Normanhurst West on the 12<sup>th</sup> September. Pennant Hills, Turramurra, Normanhurst West and Thornleigh West each had one band play 2 – 3 pieces culminating in a combined performance.
- Funk band performed at the Fathers Day breakfast.
- All bands played at Grandparents day on Monday.
- All bands will be competing at the Hornsby North Band Festival this Sunday (25<sup>th</sup> October).
- Still to confirm performance times for the Movie Night on the 21<sup>st</sup> November
- Funk band is booked in to perform at Bunnings on the 3<sup>rd</sup> December and at the carols night at Headen Park on the 13<sup>th</sup> December
- End of year concert is the 6<sup>th</sup> December

**6.8 Catering** – thanks for the ongoing work of catering team.

**6.9 Green Thumb** – Patty Correll – apologies sent as not able to attend tonight. Two successful working bees had on the garden. Roof installed - looks amazing! Much thanks to Patty and Susan Little and all those involved.

**7.0 Agenda Items – Nil**

**8.0 General Business**

- 8.1** Thanks to ANZ and NRL development – our local area – Manly – someone from the tigers came to help out for the day, the school got footballs, every child got a scarf, and they ran drills for the kids. All volunteers
- 8.2** Tea towels – to report next week re money raised. Only a few tea towels left which were taken up at the meeting. Yvonne – thanks for organising it – printing was amazing.
- 8.3** Issue of tree safety on the school property raised by Warwick Edwards. Chantal reports that she is attending a tree meeting later in the week where she will be further instructed about the requirements to ensure we comply with all safety requirements and to ensure we keep our school safe. Susie Parry offered Julian Parry’s assistance as a level 5 Arborist in providing any advice to Chantal as required.

**9.0 Closed 9.45pm**

**10.0 Next Meeting – 7.30pm, W8 Tuesday 24th November 2015**

## Appendix 1: Email received R & J Parker

----- Forwarded message -----

From: **rjparker** <[rjparker@internode.on.net](mailto:rjparker@internode.on.net)>

Date: Sun, Sep 20, 2015 at 4:42 PM

Subject: URGENT: Pending injury or death related to Quarter Sessions Road Pedestrian/School Crossing.

To: "Mamo, Chantal" <[Chantal.Binning@det.nsw.edu.au](mailto:Chantal.Binning@det.nsw.edu.au)>, [thornleigw-p.school@det.nsw.edu.au](mailto:thornleigw-p.school@det.nsw.edu.au), [twpspandc@gmail.com](mailto:twpspandc@gmail.com)

To Whom it May Concern,

We were out washing our cars on Sunday afternoon and noticed what appeared to be a major event being held in the grounds of the school. A large number of both children and parents/carers were attending and coming and going late into the afternoon.

Despite the heavy usage of the new pedestrian/school cross by all concerned during this event there were still numerous parents/carers who parked and left their vehicles inside the newly posted No Stopping Zone on either side of the new crossing and on both sides of Quarter Sessions Road. All of these vehicles severely reduced the visibility of the Crossing and those preparing to use it to oncoming traffic using Quarter Sessions Road. That is why it is sign posted with No Stopping signs!

Those individuals were blatantly disregarding all NSW Road Rules with relation to pedestrian/school crossings and No Stopping sign-age and more importantly endangering all the other parent/carers and children who were utilizing the crossing.

What is wrong with these people, that they feel justified in their total disregard of both the Law and the Safety of other individuals and children?

This also happens every morning and evening prior to and after the school is open and when before and after the school is under-way.

They are all part of the TWPS Community and are therefore your responsibility to inform and monitor. The School, P&C and the Before and After School Care organization should all feel impelled to do something before an adult and or child is injured or killed while using the Quarter Sessions Road Crossing, whatever the Time or Day.

It is in your hands!

Sincerely

R&J Parker  
9QSRW

--

## Appendix 2 – Financial Report

### Financial Update

	<u>Budget</u>	<u>Actual to date</u>	<u>Projection</u>	<u>Comments</u>
<b><u>Income</u></b>				
P & C Subscriptions	22000	17182	18000	
Interest Received	120	473	500	
Commission on Student Banking	450	1103	1200	
Farmers Direct	300	120	300	
Canteen Donation	12000	6000	12000	
Uniform Shop Donation	10000	5000	10000	
Misc	200	1062	1200	
<b>Total Income</b>	<b>45070</b>	<b>30940</b>	<b>43200</b>	
<b><u>Fundraising</u></b>				
Sponsorship	0	9250	9250	
Mufti Days	5000	2906	5000	
Election BBQ	1500	2283	2283	
Walkathon	15000	28218	28218	Yet to pay \$15,108
Movie Night	15000	0	15000	
Mothers/Fathers Day Gift Group	4000		4000	
<b>Total Fundraising</b>	<b>40500</b>	<b>42657</b>	<b>63751</b>	
<b>Total Income</b>	<b>85570</b>	<b>73597</b>	<b>106951</b>	
<b><u>Expenses</u></b>				
<b><u>School Submissions</u></b>				
Literary Resources	10000	10000	10000	
Senral	8500		8500	
Cares Bike Safety	1000	445	1000	
Learning and Support	36000	25667	36000	
Cyber Bullying/Resilience	2500	275	2500	
Class Budget	2200		2200	
Laptops	12000		12000	
Green Thumb	5000		5000	
<b>Total TWPS Submissions</b>	<b>77200</b>	<b>36387</b>	<b>77200</b>	
<b><u>Fundraising</u></b>				
Movie Night	5000	4529	5000	
Mufti Days	2000			Included as part of income
Misc	0	448	500	
<b>Total Fundraising</b>	<b>7000</b>	<b>4977</b>	<b>5500</b>	
<b><u>Other Expenses</u></b>				
Employment Expenses	0	4199	6000	
Misc Expenses	1100	973	1100	
Bank Expenses	360	363	500	
Legal Costs	500		500	



Stationery	330		330
Telephone & Fax	300	255	300
Accounting software - Myworkspace	360	303	360
Audit	2640	2747	2800
Insurance	2000	1545	1545
<b>Total Other Expenses</b>	<b>7590</b>	<b>10385</b>	<b>13435</b>

**Donations/Other  
Submissions**

Band Grant for equipment and Expenses	8000	8000	8000
Uniform shop/Canteen upgrade	5000		5000
Dance Group/Wakakirri	500		500
Teachers Lunch	200	231	250
Sports Final Costs	500		500
Year 6 Farewell	500		500
<b>Total Donations</b>	<b>14700</b>	<b>8231</b>	<b>14750</b>

<b>Total Expenses</b>	<b>106490</b>	<b>59979</b>	<b>110885</b>
-----------------------	---------------	--------------	---------------

<b>Net Surplus / (Deficit)</b>	<b>-20920</b>		<b>-3934</b>
--------------------------------	---------------	--	--------------