



THORNLEIGH WEST PUBLIC SCHOOL

P&C Meeting Agenda

Tuesday 13th February 2018

1. Opening and Apologies

1.1 Apologies : Veryan Mcallister, Laura Osmotherly, Julia Kent, Yvonne Curren(late)

1.2 Present: Susie Parry, Leigh Johnston, Musette Healy, Nicole Thompson, Emma Fenton, Kate McGettigan, Nicci Fishwick, Deb Flanagan, Fiona Greenwood, Nicky Honeysett, Janine Sherlock, Patty Correll, Lisa Pang, Robin Beard, Robin Beard, Julie Tanger, Cathy Carlton, Simone Raison, Nicole Terfeli, Narelle Bowly, Alfred Xing, Harry Padgham, Ross Cunningham, Michelle Christopher, Vanessa Oliveri, Rob Luszczynski, Karen Mitchell, Amanda Long, Michelle Anderson, Glennis Howes, Kylie Booth, Yvonne Curren.

2. Presentation : 10 minute presentation on “Got It “ programme (see newsletter)

The programme is all about children’s social and emotional development, and the NSW government’s aim is to introduce it to all public schools across NSW. Individual schools can put in expression of interest – which we did last year – which is why we have the programme here this year. The programme is Multi-level and runs over 2-3 terms. There is a lot of parent and teacher education in term 1. They have just completed the session with teachers – next few weeks there will be some parent info sessions.

Some summary facts provided

- Aim to intervene early in childhood. 5- 8 yrs. , research shows this is the best window to effect change,
- Programme been around 7-8 years already, independently evaluated and positive outcomes identified. Also identified long term changes as well (6 months post programme evaluation)
- Key aim is to support the idea of self-regulation, improve confidence and resilience,
- Three term structure:
 - 1..1 Term A: whole school approach – teachers, parents and universal screening to identify any children appropriate for course.
 - 1..2 Term B Targeted intervention = cull down to 6-8 families for 2 hours once a week for term.
 - 1..3 Term C Programme conclusion – follow up meetings with parents

3. Minutes of the Meeting – (28th November 2017)

3.1 Minutes acceptance proposed Julie Tanger, Seconded Nicki Honeysett. Accepted without objection.

4. TWOOSH – Report on 2017 & plans for 2018 – Ross Cunningham / President

- 4.1 Staff got the highest rating in accreditation last year which is a great achievement.
- 4.2 Largest intake of kindy’s last year. Had to split programme – diff activities for diff age groups
- 4.3 Numbers: 2018 even a bigger year. Pretty much reached capacity in terms of space available. 160 each afternoon, 180 on Wednesdays when we have hall as well. Challenge will be how we manage this going forward. About 70 – 80 places each morning.
- 4.4 Grew staffing numbers this year – regulatory requirement to have staff ratios 1:15. Our personal principle has always been to overstaff where possible, we actually have an extra staff member to be the runner – take kids to extra-curricular etc. also while increasing staff due to extra enrolments for special needs classes.
- 4.5 Still have waiting list for a few days .Monday and Tuesday still the busiest
- 4.6 2018 to look at better equipping team with resources for kids and also to look at how vacation care works.

- 4.7 Committee – can only take positions for 3 years - and all position holders will need to change positions, so will need some new recruits, committee is support for educators and the voice of the parents. If a school is unable to raise a committee then a paid provider will be appointed by the Dept. of Education – which will in turn increase fees.

5. Business Arising from Previous Minutes

- 5.1 PA System - now operational and almost finished, update email report from Matt Dalziel following:

The Hall PA system is operational and almost finished. It will just needs a few things finished over the coming weeks (Bluetooth, Hearing Loop, Band Mic's, Choir Mic winch system and a few other minor elements). The COLA system outside the hall is fully operational. The Kindy COLA has started but was delayed as we were waiting for the new fence to be installed (The speakers are installed but not the control panel). This is due to be finished in the next couple of weeks.

There has been an additional invoice for electrical work with an electrician to get power to the area in the hall via the uniform shop that was not part of the original quote. The power turned out to be a long way from where Peter needed it. There was also a cost added to reconnect the speakers on the back of the BASC to make the bell louder on the oval and in the new demountables. Whilst it wasn't the original plan to reconnect the speakers, when we realised they were not working, Peter offer to fix them while he was on site. Invoice total = \$792.00.

After discussions with Chantal and Vanessa it was agreed that speakers also need to be installed in the 2 new demountable on the oval to allow them to hear the bell and any emergency warnings. There also needs some PA equipment moved to a better location in the Admin block to allow for the Kindy Cola PA system to be setup and also better access and use of the school bell system. Peter is also donating some equipment which he had surplus. This is helping the office staff as they are rearranging the back office area. This work will be done in the next couple of weeks. Invoice Total = \$1569.70.

As the P&C had allowed a \$30,000 budget for this job, Peter was able to all the extra work within that 30K budget. The extra functions available to the school are far greater than we had planned so this is an excellent outcome.

There are 3 new wood control boxes at the front of the hall - all have combination padlocks on them. The main school panel, a school laptop panel and the community panel. They currently all have the same code but I will setup a new separate code for the community box in conjunction with the school. These codes (especially the community code) will be changed periodically to ensure continued security of the system. I would recommend a bond of around \$500 for community use of the Hall PA system. The main problem we will have is the wireless microphone may be lost, stolen or broken. The approx replacement cost is \$500.

There are new speakers in the hall, on the stage, outside the hall near where the band sits, in the COLA outside the hall and in the Kindy COLA. In the Hall there are Choir Mic's on a bar with an electronic winch to move them out of the way to the roof when not in use. There are Permanent Mic's on the stage for drama performances etc. There are 2 wireless mic in the control boxes. 1 in the school box and 1 in the community box. There is also 1 x headset mic which is currently operational but locked away for safe storage. Both the school and the community boxes have the ability to play music via a standard iPod lead. The school box has more controls. The Community box has very limited controls.

The bell now plays down to the Hall and COLA outside the hall.

I have provided basic training to Chantal & Julie as well as Leanne Browne and Emily Lundstorm. Leanne is involved in assemblies and Emily uses it for dance.

I will be providing basic training to all the school staff as a group in the next couple of week once the final few features are finished in the hall.

I will also provide training in the future to whoever else needs it (P&C reps, Paul Michael etc)

I will then provide some more in depth training to a few key staff members. I am also keen to see a small group of Year 5/6 kids who are trained how to use the basic features of the system. I will discuss this further with Chantal & Julie.

I am really pleased with the results we are seeing and I'm sure the school community will see the major improvement in the PA system. The school has already started to make good use of the system.

Thank you to the P&C for the provision of funds. They have been put to very good use.

Matt Dalziel

See Appendix III for photos of system

5.2 Air Con Quotes – Chantal Mamo. For 2 rooms closest to canteens. Chantal actually got them installed. Louise Carrol works with students with literacy – installed at end. Had three quotes, Barratech came out the cheapest and installed in prior to term one - 7555k.
Vanessa to speak to treasurers and to put on agenda for next minutes to vote for that.

5.3 Parking zones & signage –

5.3.1 Council have provided us with a printed colour sheet re fines. We can't have more rangers ad hoc – we would need to pay for them and that people slow down when rangers start. School travel ideas brochure. Staggered pick up. Roster of parents to wait til 10 past three. Vanessa to put on Facebook.

5.3.2 Chantal has some quotes for some large parking signs. Aluminium signage for just inside rear gate on quarter sessions, staff car park and an A frame for near car park reminding parents not to cross road through car park. (get draft signage page)

5.3.3 All we can do is keep reminding people.

6. Correspondence

6.1 Karen s resignation letter – Karen is retiring – last day is last day of term 1. News met with resounding sadness at meeting!!

6.2 Canteen routine inspection letter and subsequent email.

Vanessa read through inspection results and also action that has been taken. Vanessa keen to look at canteen this year and see how we can spruce it up this year. Grant possibly?

6.3 Email from Lisa Dula 07.02.18 re International Women's Day 8th March and Mothers days breakfast option. (to be discussed in MDFDGG discussion time)

- Re international women's day etc. – can't really get into political days at school. Discussed possibility of having a mother's day event similar to the father's day breakfast. MDFDGG to consider this for next year. Too late to do this for this year MDFDGG to consider for next year.
- Re women's high tea last year – Vanessa expressed the point again that this event was for connection with women it wasn't for mums and kids together.

7. Principal's Report - Chantal Mamo -Term 1 Week 3 2018

Welcome back to 2018!

Students

Great students are settled and into learning on the first day of school. Staff worked hard to create classes. Thank you to the executive team who lead this process.

Staff Update:

- Jack Watkins – 3W.
- Kerri Cooley – 3C
- Serena Loke – Year 1
- Lily Waldron – Year 2
- Jaspreeta Singh – Year 4
- Alex Redford – RFF
- Stephanie Lynam – Special education unit
- Mrs Marriott – Year 5 filling in for Term 1.

Targeted graduate was appointed but declined due to geographic location. This job will now go to merit selection. Thank you Vanessa for being the community representative on this panel.

Executive up Date

Nicole Dowd is relieving Assistant Principal – relieving Pamela Aked who is on long service leave and will then retire.

Finbar O’Doherty – still on long service leave taking it term by term.

Chantal – I will continue having Wednesdays off Kath Boon (DP) and Julie Granville (P)

- Leanne Brown relieving AP
- Natalie Bourne relieving AP unit

Multi categorical special education unit

- 11 students in kindergarten have started.
- Fence up date.
- Third class formed next term.
- Transport in the staff car park

Kindergarten

- Best Start first week back
- Three classes
- Number only 67
- Support staff supporting

Induction of new teachers

- Whole day with me learning philosophy of TWPS
- Combined induction with our community school focused on formative assessment.

Currently working on:

- 2018 – 2020 plan with staff
- Annual School Report due end of this term

Newsletter

Changes have been made. Each week. Report from P and DP fortnightly.

Name: Warami – welcome friends

Swimming Carnival

Thank you Nicole Dunlop who has help with the organisation of this. She is currently working on Meet Manage. Julie Granville for the note process.

Information Evenings

Years 3 – 6 has gone well. Structured to support beginning staff. There will be formal interview at the end of this term. Parents are encourage to meet with teachers at any stage by making an appointment. First contact CT, AP, DP and P.

AC

- 1B room AC wasn't working it was almost 20 years old. Needed to install ready for Term 1. Support Room in the same block had no AC this needed to be installed. Hoping P & C can help with these costs.

IWB and Interactive TV

- Need to get IWB into the new demountable. They come with AC which great but no technology.
- 3C, 3D, Library and K Red have all seen better days. Thank you for replacing five last year. It is looking like six already. Is this OK?

Sport Coordinators:

Stage 3 Alex Redford
Stage 2: Jack Watkins
Stage 1 Elise Froment
Early Stage 1 Chanelle Beauchamp
PSSA Coordinator Tiff Part

They are currently working on school sport. Whole school fitness program for Term 2 due to gymnastics this term. We are looking forward to Years 3 and 4 joining PSSA sport in Term 2 (soccer and netball)

Thank you

Thank you to Graham and Kirsty De Vallance and Fara for helping create a film. We have applied for a HP grant worth \$10,000 of technology.

Year 1 mums for Tea and Tissues

Chines Interactional Exchange

- Group of 10 students coming
- Kristen Robinson has planned a great week of learning from cooking, to reading and bush walks. Ending with a game of putt putt golf!

Dates:

19 Feb Swimming carnival

2 March Clean up OZ Day

20 March Harmony Day not the actual day as Chantal would like to be there

Wish List

- AC
- IWB
- Laptops
- Synthetic turf
- Kitchen garden

- Learning assistance teacher

7.1 Discussion re technology needs. Parents raised concerns that there were still no interactive whiteboards in the new year 5 classrooms. Chantal indicated will install the two interactive whiteboards for the two year 5 classrooms.

8. Reports – P&C Subcommittees

8.1 President - Vanessa Erickson

Welcome to the first 2018 P&C Meeting of the year! Great to see some regular faces here and also new faces. For me personally I love Summer Holidays. I love disconnecting from all things school and having a total break. Apologies if I did not respond to any emails over the break I delete the account from my phone!

SO...here we are week 3 already! SO much is happening this year – it is very exciting.

Firstly, the P&C held some Drinks & Nibbles for New families at TWPS tonight. It is always great to chat to new families and let them know we are an approachable P&C and we are welcoming of new members and of course will welcome any new P&C volunteers.

Class Parents 2018. This year with the help of Amanda Long I am implementing some changes to how we send messages from the P&C to families. In previous years we have emailed the Class Parents to distribute on our behalf. Especially at busy fundraising times at Spring Fair it can be overwhelming and when you have more than 1 child and you are getting 3 of the same emails I understand it can be too much. I am going to set up one email per family and all emails will come direct from the P&C email via Mail Chimp. I am hoping to have this set up for Term 2. If you are considering to be a Class Parent please do – it really is an important role for the teacher & the P&C.

Matt Kean MP Grant. At the end of last year we were thrilled to be advised by Matt Kean that we were awarded an \$18k grant for some hall refurbishments to the walls. There is some paper work to be done to get the ball rolling which I will liaise with Chantal and the treasurers about. (Read Letter)

Demountable. I would like to thank Chantal for her endless campaign with the Dept. of Education to ensure that the new demountables were NOT in the thoroughfare between the office and the library as originally slated. It was such a relief before Xmas knowing that Spring Fair is safe!! They look great, and in my opinion a great compromise by using the hill. Josh is in one of the class rooms and it is a fantastic space.

Fundraising. I have already started the ball rolling with fundraising for 2018. This year we will be hosting a COLOUR RUN on 4th April. Save the date. This will be via a Sponsorship / online only scenario. Forms will be arriving to me this week to distribute in the coming weeks. The final details have not yet been finalised but I will be working with the Stage Sport Coordinators about obstacle course for the event. I will need parents to help on the day with set up and of course the COLOUR! It is going to be an awesome fun day! I will be putting out a roster for this in the coming weeks. The students will be doing their RUN in Stages and I am excited that the Rockets will be participating. As part of this event I would like to give each student and teacher a WHITE T-shirt to wear at the event and for them to keep but at no cost to families. A sea of white t-shirts with colour explosion is going to look epic so I have put on my Sponsor hat and I have secured 3 sponsors for this event (thank you Scooda, Dentist @ Westleigh & Ray White) I do need 2 more Sponsors to cover costs

and am in discussions with a few potential local businesses. If any school families know of any local business who'd like to be a part of our sponsorship opportunities, please let me know.

SPRING FAIR 2018! IT'S BACK! The rides are BOOKED! The date is Saturday 25th August.

GRANTS. I put a call out on FB looking forward someone or potentially a team of 3 or 4 parents who could scour for Govt & Corporate Grants that we can apply for this year. I have yet to hear from anyone. Please consider if you think you are able to do this. It would be a very remote role with 100% of my support where needed.

FAN & PA in the Hall. It was so awesome to see the Fan and PA system in the Hall day 1 this year. I know that it was a huge cost to the P&C however this equipment will really take us up in the technology stakes and I am sure the students will LOVE that fan over the coming year! A massive thank you to Matt Dalziel for organising the PA for us. He has been so amazing with keeping me up to date and getting the job done quickly and professionally. It is also great to now have Peter as a point of contact. I am sure Choir & Band will particularly love using the new PA. There is an opportunity for some lessons on how to use the equipment as a P&C representative. If anyone things they'd like this, please let me know so I can arrange it with Matt directly. It will be good for lots of people to know how to use it.

Newsletter. Because of the nature of my busy schedule, I have decided not to run a weekly P&C report in the newsletter. It is easier for me to make any announcements directly on the P&C Facebook page when required. There will be certain announcements that will be in the newsletter but just not weekly. Please follow our FB page if you aren't already!

A reminder that the AGM is proposed for the next meeting, that is week 8, Tuesday March 20th - pending auditing. All positions will be declared open. Please consider to be a part of the executive team. Role descriptions will be on the Newsletter in the coming weeks and on FB.

Canteen. Today, Karen Edmond has tendered her resignation from Canteen effective end of Term 1, last day being 13th April. Karen has been a wonderful asset to the Canteen and the P&C over the years. Karen has decided to retire and we wish her all the very very best. We will need to advertise for this position as a matter of urgency in the coming week. Details will be on Facebook.

I look forward to another great year! As always, I am contactable via email or mobile.

Additional comment :

Thanks to Stacey Fishwick and Amanda Long who got some quotes for renovating the hall. New Demountable behind OOSH - thanks to Chantal for continuing pushing with dept. of education to ensure the demountable were not put in the passageway between the office and the library. This makes things much easier for future events on the oval such as the Spring fair!

8.2 Treasurer - Martina Miller

8.2.1 Bank balance – 126k dollars in bank (not immediately accessible) – this includes money in all the committees that we create audited reports for.

Current P&C Bank Balances at 13/02/18:	
MFDGG	\$ 8,509.34
P&C Main	\$ 25,909.27
Band	\$ 34,999.33
Canteen	\$ 16,170.19
GreenThumbs	\$ 1,467.81

Uniform	\$ 39,280.53
	\$ 126,336.47
Term Deposit 30/6/17	\$ 64,199.85
Grand Total:	\$ 190,536.32

8.2.2 Last year we turned over approx. 400k last year, spending an additional 33k to that which we raised.

8.2.3 Treasurer and President to meet with Chantal to discuss any outstanding funding requests and financial matters in preparation for Chantal's wish list and P&C budgeting.

8.3 Uniform shop - Nicola Honeysett

Nikki proposed a motion: That the uniform shop be open for one day (morning and afternoon) not two during term 3 (as it was very quiet at this time of year) Seconded by Lisa Pang. Meeting voted – Nil objections. Motion passed.

8.4 Canteen – Karen Edmond

I have implemented some changes to the menu in preparation for the new regulations in 2019.

We are required to have our menu with 75% everyday items and 25% Occasional items
Occasional items must have a HSR of 3.5 and above

A lot of the suppliers are moving towards changing their items to comply.

Including Moosies and pies.

As always Slushies are fine as they are 99% fruit juice albeit apple juice concentrate.

The roster is looking good at this point.

I will be retiring at the end of Term 1 - time to move on after 13 years running canteens.

Regarding the letter from council

The inspection was carried out at 1.20pm on the last trading day of last year a Friday when we had over 270 lunch orders

Yes some things required cleaning at the end of a busy day.

They were cleaned after she left.

The floors are a constant battle to keep clean whilst the canteen is open - under the stove and behind it was scheduled for the next week.

The hot dog mentioned was about to be thrown away and I would not have given that to anyone to eat. The pie warmer it was in had been turned off at 1pm and the temperature was measured at about 1.45pm

When asked about the sushi I supplied the tax invoice with his business name and address along with ABN and Mobile number.

We have changed to frozen sushi which complies with the regulations.

We have never had a problem with the sushi.

Sanitiser has been purchased for surfaces instead of Spray and wipe

We have a digital infra-red Temperature measuring device.

Chopping boards have been replaced and a rack purchased for their storage

The exposed wood has been sealed (Thank you Julie Tanger)

The other issues have been addressed

Thank you
Karen Edmond

Julie Tanger commented re cleaning and if we could get extra time. Chantal explained the cleaning contract was organised to the minute and we didn't have the freedom to do this.

8.5 MDFDGG -

The group has gotten off to a good start for the year and we have already had two meetings. All our members from last year have returned and we've had a few new parents come along to the group. Belinda Wilson has stepped down as convenor and Deb Flanagan has also stepped down as treasurer, we thank both of them for their hard work and commitment throughout 2017. Shannon Curran has taken over as treasurer and Janine Sherlock has taken over as spokesperson for the group.

Last year's Mother's Day stall ran well, we sold and gift wrapped approximately 1500 items which works out to about 2.6 items per child. We currently have over 2400 items still left in stock so we have decided there is no need to purchase any further gifts this year. We spent many weeks last year perusing gift catalogues, choosing gifts, ordering stock, checking orders received, pricing and packaging. As we do not need to do any of this this year we will have more time to focus on selling the stock that we have. We can also spend more time promoting our stock and producing a better quality brochure that parents can access via the newsletter or P & C Facebook page.

The Mother's Day stall will be held at school in the hall on the Thursday before Mother's Day which is May 10, 2018. Father's Day is on Sunday, September 2 so the Father's Day breakfast will be held at school on the morning of Friday, August 31, 2018.

Last year a Mother's Day high tea was held at school, this function was run independently of the Mother's Day Father's Day group. It was organised by the P&C but with the thought that in future it could be run as a Mother's Day Father's Day group function. This was a very successful, well received event which sold out and raised over \$1500 for the McGrath foundation. There was however some negative feedback mainly from a few parents who felt that a Mother's Day function should not be held without the children being able to attend. Children cannot be taken out of learning so any function where they are in attendance needs to be outside school hours. It was decided that if a high tea is to be held it will not be in association with Mother's Day, tentatively looking at running a high tea very similar to last years mid Term 2 with the emphasis on fundraising for a particular charity possibly Lemonade which raises funds and awareness for Motor Neurone Disease.

We have also had some feedback about the current gender disparity between our two events, Father's Day breakfast run by the Mum's and Mother's Day stall also run by the Mum's. Going forward we may look at the possibility of having a Mother's Day breakfast run very similar to the Father's Day breakfast with a small stall. By running a Mother's Day breakfast it would mean that working mums would be able to attend a function at school with their children. This would mean however that we would not have the Mother's Day stall that we currently run, these are both big events to plan and run and require hours of work on the day and in the lead up and it's not feasible to run both events. For a Mother's Day breakfast to succeed we would need to also have the support and volunteering of some Dads at school. We will gauge interest in this change from parents later on in the year.

Thanks
MDFDGG

- 8.5.1 Discussion of email referred to in correspondence above -Email from Lisa Dula 07.02.18 re International Women's Day 8th March and Mother's day's breakfast option.
- Re international women's day etc. – Chantal explained we can't really get into political days at school.
 - Discussed possibility of having a mother's day event similar to the father's day breakfast. MDFDGG to consider this for next year. Too late to do this for this year MDFDGG to consider for next year. All those keen to review the current programme encouraged to join the MDFDGG committee.
 - Re women's high tea last year – Vanessa expressed the point that this event was for connection with women it wasn't for mums and kids together. It was an event run by the P & C but independently of the MDFDGG
 - Maybe P & C to survey the whole community in reference to MDFDGG activities later in the year in preparation for planning for next year's activities.

8.6 Fundraising General - see presidents report.

8.7 Band - Robin Beard

Bands are back and rehearsing for 2018. Instrument handout went well, the school now owns two tubas and both are in use!

We are arranging a Band Workshop with tutor sessions on March 3rd (Stage Band) and 10th (Senior and Junior Band).

We plan to enter State Music Competition and audition for the Arts Alive and Festival of Arts concerts as we did last year.

Band Camp is booked for May 24-25th.

We're also planning to hold a 'whole school' concert on Sunday afternoon, Nov 4th.

Looking for a keyboard / piano player for Stage Band and would welcome any brass players in Training Band.

- 8.7.1 Susan Parry mentioned concerns re eisteddfod's in August - with Wakakirri and spring fair at this time. Robin and Chantal have already spoken re spring fair weekend

8.8 Green Thumb - Patty Correll

General

- The garden has thrived over the summer holidays thanks to our volunteer waterers. We are also grateful that there have been no further vandalism incidents.
- We had been planning to put some beds behind the OOSH building. However this was by far the best site to add the demountable classrooms necessary for our growing school population.
We will be discussing other options for extending our garden elsewhere in the coming weeks.
- Our next working bee has been scheduled to prepare the garden for Autumn planting.
Working Bee:
24 February 2018
9am-12pm

Proposals for further work (see previous reports, for more detailed list):

Still on our list:

- Yarning circle.
- Native bees

Gardening activities

- Autumn crops will start going in over the coming month. Volunteers are sought to help classes when planting.

9. Agenda Items

9.1 Homework & Survey results – Chantal Mamo

- This Survey got the most responses than any other survey.
- Executiv4e got together and decide what homework at TWPS look like.
- See Appendix II for notes

9.2 Hooks for School bags - year 5 demountables - Emma Fenton

9.3 Email from Kelly Ling re Coles Sport for Schools - Vanessa queried Chantal Mamo – second – all in agreement.

9.4

10. General Business

- 10.1.1 Email Mr Greg Rowell – expressed concerns re some material he found on the school site during the holidays that he thought was asbestos. Chantal and Vanessa have both spoken with Mr Rowell about this. Chantal has investigated and followed all necessary procedures in following this up.

11. Closing : Next Meeting AGM followed by P & C Meeting Tuesday 20th March

12. Appendixes

Appendix I: Introducing the *Got It!* Team – Notes form PPT in service at beginning of meeting

Appendix II Notes on Homework Survey Feedback – C Mamo Feb 018

Appendix III PA system photos from Matt Dalziel:



Susan Parry
P & C Secretary

Minutes approved at 20.03.18 meeting. SP

Appendix I : Introducing the *Got It!* Team – Notes form PPT in service at beginning of meeting. 13.02.2018

What is the *Got It!* Program?

Aims of *Got It!*

Program Evaluation

Pilot program rolled out in 3 areas across NSW and independently evaluated as having significant positive outcomes for children, families, and schools:

- Parents reported improved relationships with their children
- Parents reported positive changes in parenting practices as a result of *Got It!*
- Positive impact on social networks for parents and connections between parents and their school
- Children enjoyed attending the groups and participating in social-emotional learning activities
- Positive changes from the program being sustained in 6 month follow-up from the program

Got It! Final Evaluation Report Debbie Plath Consulting & Family Action Centre,

The University of Newcastle

Benefits of the program

For children:

- Understand and manage their feelings and behaviours both at home and school
- Learn to build and maintain peer friendships & relationships
- Problem-solving skill development
- Improve confidence and resilience

For parents:

- Opportunities to further develop the child/parent relationship
- New parenting skills and ideas for parents to be able to make a difference to their child's development
- Parenting support, building social and support networks

Program Components

- TERM A: A whole-school approach offering education for parents and professional development for teachers focusing on skills and strategies to support children’s social/emotional well-being and challenging behaviours
- TERM B: A weekly two hour small-group program for selected children and one of their parents, focusing on identifying and managing emotions, problem-solving skills, peer and social skills.
- TERM C: Follow-up support and training to support sustainability within the school

TERM A: UNIVERSAL EDUCATION

TERM B: TARGETED INTERVENTION

- Weekly small-group program for 6-8 children and one of their parents, held at the school for 2hrs once a week for one term (9-10 weeks)
- Weekly teacher involvement in small-group program
- Two partner evenings (1 ½ hours each) for both parents and/or the parent/family member who is not participating in the weekly group.
- Targeted small-group program uses evidence informed practice and group work models to provide the following outcomes:
 - Understanding big feelings & self regulation techniques
 - Problem-solving skills and peer and social skills
 - Building on the child and parent relationship
 - Emotion Coaching
 - Ongoing support and education for school staff
- Follow-up parent meeting with summary report and recommendations provided to families involved in the targeted small-group program (and the school with parental consent).
- Referral to other services for children and families needing further support and intervention.
- Follow-up teacher training and troubleshooting to sustain ongoing implementation of Emotion Coaching techniques.

“Definitely relevant for all kids and great that I have these tools before they are teens!” St Ives Parent

“Invaluable for all parents.” St Ives Parent

“It should have been a sell out.” “After hearing how much I’m getting out of the sessions other parents are wishing they came.” St Ives Parent

“This is great information on skills we can use in all relationships.” Allambie Heights Parent

"I will definitely be using emotion coaching with my children and my husband is now keen to attend these sessions." Allambie Heights Parent

"I will definitely try to be less dismissive in my parenting style & adopt an emotion coaching approach in the future." Allambie Heights Parent

"I would highly recommend to other parents! Thank you." Brookvale Parent

Appendix II : Notes on Homework Survey Feedback – C Mamo Feb 018

Research tells us the following about the impact of homework on children in primary school:

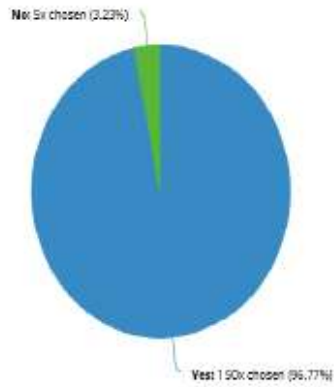
- Homework offers no academic advantage. Instead, it overwhelms struggling children and is boring for high achievers.
- Homework is stressful. A study showed a direct relationship between time on homework and increased anxiety, depression, anger, and other mood disturbances among students.
- As homework increases, national student achievement decreases. Data from the Trends in International Mathematics and Science Study showed the overall correlations between achievement and the percentage of teachers who used homework in grading are all negative.
- Homework increases family conflict. And the more parents help with children’s homework, the more tension children experience. It also reduces time for other activities that provide balance and variety to a child’s life, such as sport, music, art, or other extra-curricular activities, or to relax and simply be children.
- Homework places additional burdens on parents - who often don’t know how to help their children anyway - and on teachers, who have enough to do without having to collect, mark, and redistribute extra work for their students on top of that required by the curriculum in schools.

Research DOES indicate that ALL children should read each night. Reading is shown to increase academic achievement and aid in learning. But reading should not be for a set number of minutes or pages. Similarly, self-directed learning at home by completing projects of interest can aid in positive

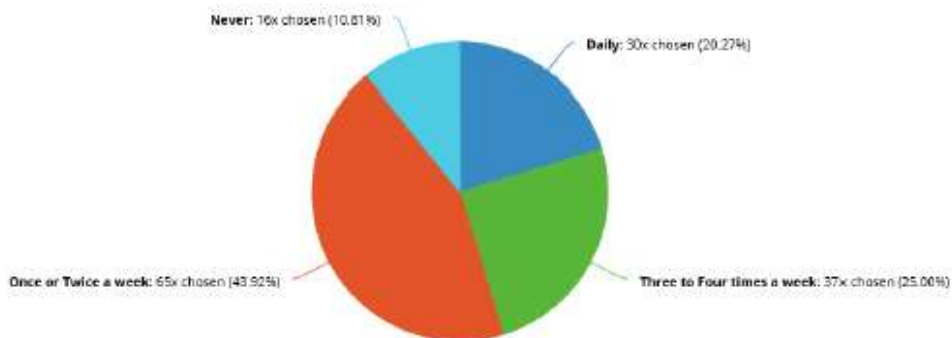
Early Stage 1	<ul style="list-style-type: none"> • Home reading (recorded and check) • Site words • Speaking and listening (3 weeks cycle) • Mathletics
Stage 1	<ul style="list-style-type: none"> • Reading (recorded and checked) • Topic talks • Mathletics • Project (one per semester)
Stage 2	<ul style="list-style-type: none"> • Reading (for enjoyment from library – reading log) • Mathletics • Project (one per semester)
Stage 3	<ul style="list-style-type: none"> • Reading (self-directed) • Project (one per term) • Mathletics • Maths mentals

TWPS Data – Parent Survey

After school activities



How often does your child complete homework?



Three big ideas

- Reading is essential
- Homework expectations consistent across K – 6
- Differentiated for student levels

Comments varied from homework every night to no homework at all.

Appendix III PA system photos from Matt Dalziel:

TWPS – PA SYSTEM PHOTOS – 13th Feb 2018



The Main Control Panel at the Front of the Hall



The Community Control Panel at the Front of the Hall



Laptop Box at the Front of the Hall

TWPS – PA SYSTEM PHOTOS – 13th Feb 2018



Speaker at the Front right hand side of the Hall. Also the 3 wooden boxes with control panels/laptop at Front of the Hall.



Speaker at the Front left of the Hall



Stage Microphones mounted on the Stage Roof



Choir Microphones mounted on a bar that can move up and down

TWPS – PA SYSTEM PHOTOS – 13th Feb 2018



Speakers outside the Hall
above where the Band sits.



Speakers in the
Hall COLA

TWPS – PA SYSTEM PHOTOS – 13th Feb 2018



Control Panel outside in the Hall COLA. Located on the external Uniform Shop wall.



Inside the Hall COLA Control Box.



Inside the Main Control Panel located in a locked cabinet on the stage.