



Lane Cove Public School P&C General Meeting

Meeting Minutes

17/09/2019 - Term 3, Meeting 2

a. Present:

Myles Davis (President)
Darshini Heaney (Secretary)
Prue Carroll (VP Community Partners)
Elaine Bean (Strategy)
Victoria Davidson (Canteen Convener)
Amanda Mudaliar (Music Committee Co Convenor)
Caryn Gottcent (Uniform Shop Committee Secretary, Uniform Change Committee)
Tarren Smith (Uniform Shop Manager)
Anne Cunningham (P&C Finance Administrator)
Emily Patterson (General Member, Gala Night)
Tony Nolan (General Member, Uniform Change Committee)
Brendan Hood
David Roberts
Paul Cleary
Christine Scully (Deputy Principal)

b. Apologies:

Terry McKinnon (Principal)
James Morley (Treasurer)
Vanessa Mundell (Fun Run 2019)
Michelle Tabrett (Fun Run 2019)
Kate Blue (Music Committee Co Convenor)
Simone Bordin (VP School Community)

2. Minutes from Previous Meeting

Accepted

3. Principal's Report (Ms Christine Scully)

a. NAPLAN and ICAS

NAPLAN results arrived today – they will be forwarded to parents tomorrow.

ICAS is to be held this week, online. This is quite a disruptive process compared to the paper version last year, as computers need to be available for all the students taking part.

Also, the number of applicants was lower, as many parents did not realise that applications were online. Parents need to read the Loop in order to keep themselves informed.

b. Wakakirri Finals

The school has made it to the finals of Wakakirri this year – this is being held tonight at Homebush, and Mr Mckinnon is attending it, with parents and teachers. This is a Story Dance Festival involving Year 4 to 6 students.

c. Year 6 Fete

This is to be held on Friday. The forecast is for reasonable weather, but if it does rain, it can be held under the two COLAs and in the Hall.

d. Australian Girls Choir tryouts

This group is a popular activity for the senior girls – the tryouts have been postponed.

e. Capital Works – Security Fencing for the School

The approval for security fencing for the school is expected at the end of this year, with installation at the start of next year.

The plan is to have automatic gates requiring visitors to buzz in order to enter outside school drop off and pick up times. Teachers would have a pass to open a boom gate to the car park, so this would mean the car park would not be available to the public out of school hours.

There would be a gate allowing access to the tennis courts, but the rest of the playground would be off limits. This would probably mean that the basket ball courts would not be available to children out of school hours.

Various P&C members expressed dismay at the idea of the basketball courts not being open, as this has been a good area for children to practice riding bikes, practice basketball. However, Ms Scully pointed out that there had been a great deal of damage to equipment on the basketball courts. Hoops paid for by the P&C had been vandalised and destroyed within months of installation.

The option of security cameras was raised.

It was pointed out that a lot of schools have made this transition in the last few years. Hunters Hill High School has had security fencing and restricted access for a few years now.

4. Treasurer's Report (given by Anne Cunningham)

Total revenue for the P&C is down by \$75,000 compared to 2018, although we will still make a profit in 2019.

This is due to a number of factors. Canteen sales are slightly less than last year, and both Fun Run and Gala revenue was somewhat smaller than 2018. In 2018, due to the timing of the Galas in 2017 and 2018, the profits from both Galas were included in the Profit and Loss, as was revenue from Art Express. This year it was decided not to sell the art to parents.

\$200,000 of P&C funds have been rolled over in a Fixed Term Deposit. The amount in the previous fixed term deposit had been \$250,000. The reduction was due to funds being used to pay the Music Superannuation debt. The P&C currently have \$357,000 in the bank, but \$56,000 of this is already committed as the P&C agreed contribution to the school.

There was more discussion about the Music Tutor Superannuation. Interest paid was a substantial portion of what was owed to the ATO. However, penalties were waived, and the person assigned to us from the ATO was found to be very helpful.

Amanda Mudaliar (from the Music Committee) stated that the legal advice obtained had suggested that it was unlikely that penalties would apply. Brendan Hood countered that as a chartered accountant he had seen large penalties applied to organisations that did not pay appropriate superannuation. Tony Nolan said that we were seen as a role model to other organisations, as we had voluntarily paid the superannuation owed. Tony stated that his understanding was that the ATO saw the matter as having been finalised. However, it was considered prudent to ask for a formal letter from the ATO confirming this.

Amanda said that the Music Committee was satisfied that this matter had been taken seriously and resolved – we are looking after our music tutors and can promote this when recruiting.

5. Sub Committee Reports

a. Music

Bang Blow and Scrape was very successful. Many parents and children turned up for the night event despite terrible weather, and the Year 2 children enjoyed trying out instruments during school time.

The number of enrollments looks quite healthy. The plan is to increase the fee for private lessons from \$40 this year to \$42.50 for children in our program – this is still discounted compared to the general market rate.

The Music Committee is charging a room levy for private lessons – one tutor in particular is complaining about this.

Junior Music Camp was enjoyed by the participants, though getting parent volunteers, again, was difficult. This was despite good attendance by parents at the end of camp concert.

Senior Camp 2020 is being organised – Amanda Mudaliar is planning to withdraw from the Convenor role and organise the camp instead. The camp has been held at Arcadia recently, but the problem with this is that it is too far for parents to travel to at the end of the camp. A more local site would allow children to be dropped there and picked up by parents. It would also allow the end of camp concert to be held at the camp, with parents in attendance, rather than a week later as is the current arrangement. Various locations are being scouted.

The various bands and groups have entered a number of competitions – we have won a number of gold and silver medals.

Drumline numbers are down this term after a strong start – there is some fluctuation from term to term. The plan is to use the tutor for a Rhythm Workshop on Friday at lunchtime, as he has already been paid for his time.

The Music Committee AGM will be held on 7th November, 2019. The treasurer role will fall vacant, but we have a volunteer for this. New instrument officers for guitars and violins are required.

The Convenor role will be vacant and still there is no obvious candidate. The Committee has been in talks with Mr McKinnon regarding the school becoming more involved, possibly with a paid position to partially run the program.

There has been an incident where one of our best cellos, valued at \$1000 was badly and mysteriously damaged at OOSH – it has had to be written off. The \$100 deposit will be retained, and an insurance claim filed for this – the excess is \$250.

Someone mentioned a scholarship, called the M.C. Campbell Award. It covers the fees for the music program for a year. This is certainly awarded every year to a deserving student at the Year 3 to 6 Presentation Day, according to Ms Scully. However, no one on the Music Committee is aware of a student who has claimed it this year. Ms Scully will report back with a name, if she can find it.

b. Canteen

The Canteen is running smoothly.

Karen, our Canteen Manager, was off for four weeks undergoing back surgery, then was back on reduced hours for two weeks. Becky and Charlene filled in, with Victoria helping out if needed. This arrangement worked well. Karen is now back full time, but can only lift a limited amount.

It was decided not to have an end of term Sausage Sizzle in Term 3, as the Fathers' Day Breakfast and Year 6 Fete occurred recently. Next term, the Canteen will sell Chocolate Paddlepops on 22nd November, a randomly picked day, instead of Diwali.

There has been a reduction in over the counter sales at recess and lunch, by about \$8000, although lunch orders are about the same. The cost of supplies has not gone down however.

Christine Waterman, the proposed new Canteen Treasurer, has a background in Data Analytics. She has already asked for two years worth of data from Munch Monitor, which will help to inform planning in the future.

The new Canteen Committee, to be voted in at the Canteen AGM, is likely to have Christine Waterman as Treasurer, Yael Zelas as Secretary, Lorna Baker managing the rosters. The Convenor role is yet to be finalised – Amanda Coker was suggested as a good candidate.

An issue for the new Committee to consider is that both Becky and Charlene will be entitled to Long Service Leave, as they will have been employed for more than five years. Smoozes may need to come off the menu as they will be reclassified as “red” items.

A suggestion was put forward for the Canteen to provide the option of a class lot of birthday cupcakes or ice blocks for sale, so that parents can source these from the Canteen rather than bringing them from home.

c. Gala

Revenue was less than the last three years as the ticket sales this year were not as strong. However, the money raised per ticket sale was greater than last year. This fits with a long term trend of fewer people attending this kind of event, consistent with our changing demographics. \$16,000 was raised by the event, but this was a small amount given the amount of work it takes to put it on.

The possibility of holding the Gala every second year was raised.

The idea of an International Food Fair similar to that held at Chatswood Public School was raised again – this would be a good community building event and would be likely to attract a different slice of the parent population. Other ideas included fireworks or a fete.

d. Uniform Shop

The Uniform Shop AGM will be held on 14th October, and a new committee appointed.

e. Uniform Review

Carryn Gottcent was present and reported that the parent survey had gone live, with 200 responses already. The SRC had been informally polled two weeks ago, and teachers were also being given the opportunity to express their opinions. The Teacher Survey will go to Mr McKinnon and he will feed the results back to the Uniform Review Committee.

Options include the status quo, allowing all children to wear the sports shorts as an official standard uniform, and changing the polo top to dark green with white piping on the collar.

Even if the dark green option became the standard uniform, the colours of the sports uniform tops would not change.

There will be two reports compiled. The first will present the results of the Yes/No questions, which will be quantitative and relatively simple. This first report should be available in Term 4. The second report will outline the range of responses to the “additional comments” – this may not be able to be presented to the P&C until early next year.

Decisions will have to be made about how much of each uniform item to order in this transition period, and this is complicated. Tarren will need to put in an order very soon for Winter 2020 in order to minimise the unit cost of items, and for Summer 2020/21 the orders need to be placed in June 2020. As an example, we currently have \$5000 worth of white polo tops alone.

Some idea of the results of the survey need to be available for the P&C AGM next term, as the P&C may need to provide funds to facilitate the changeover to a new uniform.

f. Fun Run

We had 271 fewer entrants this year compared to 2018, but last year there was a huge increase from the year before. There were a lot of Family entries this year, which decreased revenue a little.

The total revenue was \$67,000 this year compared to \$72,500 last year. Costs increased by about \$3000, in unexpected ways, such as the hire of water dispensing stations. Income from sponsors was \$23,000, compared to \$21,000 in 2018 and \$17,500 in 2017. RH Sports provided the school sport package prize for free this year, effectively increasing our profit by \$1,000.

The profit was \$37,200. This was slightly less than the \$40,000 raised last year, but substantially more than \$23,000 in 2016 and \$25,000 in 2017. The event has the advantage of broadening the sources of revenue to the wider community rather than the same small pool of parents.

The visors did not sell as well this year, so we will not have visors for sale next year. The band was great, FIT Lane Cove did an excellent warm up and it was a great event for promoting local businesses. The water stations were a positive as waste was decreased substantially compared with last year.

One issue was that registering online was sometimes difficult – the data was not used to repopulate fields if multiple people from one family were entering.

The P&C extended their sincere congratulations to the Fun Run Team for providing a phenomenal event for the wider community.

6. General Business

a. Succession Planning

Next year, a number of key positions will be vacated. James Morley and Simone Bordin intend to step down from their roles in the P&C Executive. Joanne Dinnie, the Uniform Shop Committee Convenor, and Victoria Davidson, the Canteen Convenor, are both stepping down at the end of this year. Similarly, the Fun Run Co Convenors are very likely to step down, as this role is very intense, time consuming and is similar in intensity and scope to a full time job. We also require one or two Music Committee Co Convenors.

All of these roles are important but need to be filled by people who have the appropriate skill set and knowledge. The Fun Run in particular has evolved into the major fund raiser for the school. We need to continue to speak to parents who would be appropriate for the various roles, prior to the AGM in November.

b. School Council Elections

Two positions on the School Council will become vacant next year, so nominations or expressions of interest in these positions are welcome.

c. LED Lighting, Solar Panels and Energy Efficiency

Tony Nolan has been meeting with a person from the Department of Education, Amelia, regarding replacing the school's current lighting systems with LED lighting. The DOE is willing to cover half the cost of this if the P&C matches funds. This would cover all lighting except the Library and the Hall (for technical reasons). The Bull ring and toilets are getting lighting upgraded separately.

The money we spend would be recouped by the school in decreased running costs in 20 months.

The motion to use \$14,000 of P&C funds for this purpose was passed unanimously.

Amelia is keen to spend half a day meeting with Mr McKinnon, Myles Davis and Tony Nolan, to discuss other energy efficiency measures. She has access to software to look at current solar use. She also has knowledge of State and Federal Government grants for more solar panels and insulation. She can advise about the best locations for more solar panels for the school.

d. Grants Subcommittee

There are a number of grants potentially available for the P&C to apply for, as we have an ABN. For example, in October there is a Commonwealth Grant of \$15,000 to \$20,000 for environmental projects. We could apply for Theatre Grants for dance or music extension.

Prue Carroll spoke with Anthony Roberts at the Fun Run, and was told about the opportunity to apply to him for grants. She followed this up that evening with an email to his office.

The possibility of having a Grants Officer or Grants Subcommittee was raised. This could be advertised in the Loop. However, we need very specific, well developed plans, ready to deploy, if we are to apply. Money allocated needs to be spent in a relatively short span of time.

Myles Davis undertook to sit down with Mr McKinnon and work out a priority list to bring to the next P&C Meeting, so that an informed discussion could occur then. Examples of possible projects for this process include the Bullring and replacing aging interactive white boards.

The ethics of applying for this money was discussed – grants may be better allocated to more disadvantaged schools in poorer areas of Sydney.

e. Fundraising

There was a general discussion about the need to communicate the goals of the P&C and the reasons for fundraising.

The idea of having the P&C Voluntary Contribution being greater and included as an optional item with Term 1 Fees was raised as a way of streamlining fundraising. This would allow most other events to be purely about community building, and would decrease the repeated appeals for money and time currently occurring.

There is an increasing problem of volunteer fatigue. A lot of families have both parents working and we now have English as a second language in half of the families at Lane Cove Public School.

The P&C Executive and School Council need to talk to the School Executive about their needs and wants. This would help inform a longer term plan and goal for the raising of revenue.

We could have a survey asking parents what sort of events they would like to attend, their reasons for volunteering or not volunteering and whether they would prefer a larger monetary contribution to volunteering at the school.

f. Resolution regarding Solar Panels, Energy Efficiency Measures and Climate Change

Paul Cleary discussed a draft resolution that he was proposing for the P&C to adopt.

Paul explained that he had been heavily involved in the procurement of 30kW of solar panels for the school in 2018, increasing the total capacity to 45kW. He had been concerned about the increase in carbon emissions caused by the deployment of air conditioning throughout the school. Therefore in a P&C meeting in April, 2018 he had obtained a resolution from the P&C that we “would expand solar panel capacity to the maximum possible extent”.

The current draft resolution included reference to the 2018 IPCC report on Climate Change, and asked the P&C to acknowledge the scientific consensus of 13,000 scientists that the Earth had warmed by 1 degree C from pre industrial levels.

Paul wanted the P&C to commit to increasing solar panel capacity to 100kW, to complete an energy audit and ensure that insulation was installed or improved in all school buildings.

There was discussion about whether it was the role of the P&C to endorse the IPCC, that this could be seen as a political statement. The suggestion was made to alter the wording to state the aim was to ensure the ongoing sustainability of the school.

One member stated that in her opinion the P&C was tasked with providing “a comfortable learning environment for our children.” This organisation is about practical measures for the school, whereas the School Council was more geared toward philosophical and educational vision.

It was pointed out that the Music Tutor issue has taken up a lot of the time and energy of the P&C in the first half of this year.

Paul Cleary did not present his resolution for consideration at this meeting. He planned to revise it. The revised draft resolution can then be sent out to all P&C members for consideration prior to the next meeting.

g. The National Anthem

Paul Cleary suggested that the words “young and free” be amended to “strong and free” in the first stanza of Advance Australia Fair, in order to acknowledge the fact that indigenous people have been in Australia for many tens of thousands of years.

Ms Scully stated that this point was noted. A parent suggested that Lane Cove Public School is not authorised to change the words of the anthem.