

**LCPS P&C - General Meeting – 16 March 2021 (7.00 – 8.40 pm)**

**Minutes of Meeting**

**Attendees (Via Zoom)**

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| <ol style="list-style-type: none"> <li>1. Darshini Heaney - LCPS P&amp;C President</li> <li>2. David Roberts - LCPS P&amp;C Treasurer</li> <li>3. Em Patterson - LCPS P&amp;C School Community</li> <li>4. Renae Buckley - LCPS P&amp;C School Community Partners</li> <li>5. Victoria La Fontaine - LCPS P&amp;C Secretary</li> <li>6. Terry McKinnon, LCPS Principal</li> <li>7. Lara Wehby</li> </ol> | <ol style="list-style-type: none"> <li>8. Myles Davis</li> <li>9. Lorna Baker</li> <li>10. Karen Solway</li> <li>11. Tony Nolan</li> <li>12. Kailee McDonald</li> <li>13. Caryn Gottcent</li> <li>14. Paul Cleary</li> </ol> |
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No.	Agenda Item/Topic	Discussion and Next Steps
1.	<b>Welcome</b>	
2.	<b>Adoption of previous minutes</b>	No objections.
3.	<b>Principal's Report</b>	<p><u>Terry McKinnon</u></p> <ul style="list-style-type: none"> <li>• <u>Working bee</u>: Thank you for braving the weather for the working bee last weekends, and Kim's organisation. Work outside was done, but most work done with clearing store rooms.</li> <li>• <u>LCPS and Zone Swimming carnivals</u> held recently. Thing to note – no school swimming caps, but these are in the process of being sourced.</li> <li>• <u>Assessments</u>: NAPLAN assessments for years 3 and 5 are in week 3, Term 2. Also there are Check In assessments (general check-ins for reading and other capabilities) for Year 4 and 6. Second Check In assessment later in Term 4.</li> <li>• <u>Canteen Works</u>: progress has slowed down due to asbestos being detected in soil samples. Air monitoring and hygienist on site, and nothing occurs without approval of hygienist. Strategy has been, and continues to be to work in areas where no asbestos has been detected. Areas with asbestos will only be worked on in school holidays. Construction was expected to take about two-three months. Construction now won't commence until after school holidays. Completion of canteen works expected towards the end of Term 2.</li> <li>• <u>Strategic Improvement Plan</u>: Briefing to School Council last week – broad directions – draft plan to be issued at the end of this term for circulation. Three strategic directions               <ol style="list-style-type: none"> <li>1. <u>Student growth and attainment</u> (Department targets for reading and numeracy). The focus is upon:                   <ol style="list-style-type: none"> <li>a. use of data as a school – collecting, storage and use in teaching.</li> <li>b. maths – “primary maths specialist initiative” – train up three teachers in school to be “experts”. Next year, these experts will provide education to the rest of the staff.</li> <li>c. feedback and collaboration between teachers. Looking at Quality Teaching Rounds, branching out and working with other groups.</li> </ol> </li> </ol> </li> </ul>

		<p>2. <u>Visible Learning</u> – breaking teaching down to things that are most effective, eg explicit teaching, good use of assessments, make learning intentions clear, student articulation of learning intentions, with a focus on individual students. Led by Pip King, but will involve a lot of professional learning and time for teachers to work with Pip and get outside personnel in to assist with learning.</p> <p>3. <u>Student well-being</u> (emotional and social) - Continuing with Bounce Back program, and will be introducing Smiling Minds. Apparent that impacts from Covid have not concluded – still receiving student and family request for assistance/stress and anxiety related issues. Similar issues with other schools, and same experiences related by allied professionals.</p> <ul style="list-style-type: none"> <li>Request for P&amp;C Assistance - perhaps to be raised in General Meeting next Term: <ol style="list-style-type: none"> <li><u>Visible Learning: \$30K</u> – will help fund program (Pip King off class 3 days per week). Also need to release other teachers to come off class, requiring \$500 per day casual costs. Need additional consulting expertise from outside sources – costs \$10K per year for consultants to run learning.</li> <li><u>Assist with learning support: \$20K</u> – intensive support to assist with student learning impacts post Covid. Assessments at the beginning of this year have found children that have fallen behind (particularly younger years, notably year 1, but all the way up to year 6). Funding from department allows small group sessions providing intense targeted learning, permitting assistance from dedicated teacher two days per week however funding for second day will soon end. Would like to continue for two days per week on an ongoing basis this year (with a view to becoming ongoing program).</li> </ol> </li> </ul> <p>DH: discuss funding approval as part of general business item.</p> <ul style="list-style-type: none"> <li><u>Other matters</u> <ol style="list-style-type: none"> <li>Parent teacher events – if parents can't get interview times, they can make direct contact with teachers and request phone interview etc;</li> <li>Kindy Easter Hat Parade – last Tues of Term 1. TM to take on notice request to expand hat parade to year 1 and 2 (who missed last year due to Covid).</li> <li>TM taking leave – back in beginning of 2023. Replacement should be known in coming week or two.</li> <li>Hall plans close to being finalised.</li> </ol> </li> </ul>
4.	<b>Treasurer's Report</b>	<p><u>David Roberts</u></p> <ul style="list-style-type: none"> <li>P&amp;L cash \$86K – reflects takes music costs up front, which brings surplus down as year progresses. Existing cash deposit strong, could fund existing projects.</li> <li>Music program – majority invoices sent out and paid.</li> <li>Hike integration –the outstanding issue is Department of Education firewall. Continuing to chase through. Should be wrapped up shortly. Want to move onto other things, including clean-up of Xero.</li> </ul>
5.	<b>Subcommittee Reports</b>	<b>(a) Music</b>

		DH: had spoken with Michelle Garrington – enrolments going well, training band numbers equivalent to past numbers, and they have a new storage area.
		<b>(b) Canteen</b> <ul style="list-style-type: none"> <li>• Karen: no significant update. Milk being delivered this week - Wednesday and Fridays</li> <li>• EP: Kailee McDonald taking over Canteen role.</li> <li>• Erica (new casual) commenced last week.</li> <li>• KM: would like to request P&amp;C support for when student doesn't have a lunch available, canteen can fund that cost. Can P&amp;C implement other process where other families can shout other family's lunch?</li> <li>• DH: agreement with concept, could even extend to uniform also.</li> <li>• DR: Can figure out from an accounting situation. Shouldn't create more admin for Karen.</li> <li>• <b>P&amp;C agree to Kailee's proposal: David and Kailee/Uniform shop to coordinate how this can work from a practical perspective.</b></li> </ul>
		<b>(c) Uniform</b> <u>Caryn Gottcent</u> <ul style="list-style-type: none"> <li>• Tues 30 March 2021 second hand uniform sale – mostly winter stock – sign up online, allow sale to go one day. Accepting donations of winter uniforms. Request for additional volunteers to assist with second hand sales and kindy fittings or big orders. Volunteers generally sufficient for day to day tasks.</li> <li>• Working with children checks – Ursula Phillips keeping record of these checks for P&amp;C (Strategy email), and are stored in secure drive. Free and a life span of five years.</li> <li>• Request for TM – when the office receives boxes could they please check the no of boxes. TM – should be doing that.</li> <li>• DH: every school volunteer needs working with children checks. Form available at an office. Can use form from the office.</li> <li>• Thanks to DR for all his assistance with the new laptop etc. New ram to be added.</li> </ul>
6.	General Business	<b>(b) Tennis – offsite options?</b> <u>Darshini Heaney</u> <ul style="list-style-type: none"> <li>• When the Hall/Bull Ring works progress, have to move tennis off site. Mark Jepson said that the person who owns River Road Tennis and North Ryde Tennis World is keen to get a bus that goes from LCP to North Ryde to continue tennis.</li> <li>• DH: proposal to write a letter requesting use of River Road Tennis rather than North Ryde after school. North Ryde not convenient.</li> <li>• <b>P&amp;C – support proposal for letter.</b></li> </ul> <b>Netball</b> <u>Lorna Baker</u> <ul style="list-style-type: none"> <li>• Query location for netball during/following hall works.</li> <li>• TM: Will speak to netball club. Can use basketball courts, or under COLA.</li> <li>• LB: Ask Netball committee to speak to Kim.</li> </ul>
		<b>(a) School Toilets – apply for funding upgrade?</b>

		<p><b>(c) Update on Fairway Flicks – further events/spreading the load</b>  <u>P&amp;C Funding commitments/funding requests</u></p> <ul style="list-style-type: none"> <li>Request from TM for P&amp;C support:             <ol style="list-style-type: none"> <li>Visible Learning - \$30K;</li> <li>Learning Support for Covid - \$20K; and</li> <li>Kindy playground – bridge has broken and equipment is old. \$20K would go a long way to assist with replacement (similar size).</li> </ol> </li> <li>P&amp;C Commitments: Previous request for \$33K assistance for astroturf post hall works. However, David in the process of seeking further assistance for turf with Anthony Roberts. P&amp;C will likely only need to fund \$3K of the anticipated \$33K.</li> <li>\$25K commitments for LED sign for the school.</li> <li>Total current commitment from P&amp;C = \$28K.</li> </ul> <p><u>Department’s School infrastructure program</u></p> <ul style="list-style-type: none"> <li>TM: possibility for \$100K P&amp;C contribution towards toilet upgrade as part of Department’s School infrastructure program. Department are asking schools to nominate joint funding projects, limited to toilet blocks, court upgrades, classroom reconfiguration. Department funds 60%, community funds 40%. The \$100K – the 40% share of standard \$250K toilet block renovations – renovations would include strip out linings, new toilets, tiling - will look like “Westfield” toilet. Other projects have different price tags. Toilet blocks on LCPS priority list.</li> </ul> <p><u>Other projects/issues</u></p> <ul style="list-style-type: none"> <li>RB: As an alternative project, is there shading on new astroturf?</li> <li>TM: Currently no proposal to additional shade cloth to the amphitheaters.</li> <li>TM: Things like screens and technology are ongoing need. Library fund – tax deductible donations, but can include technology. Parents can donate, but restrictions upon how it can be used (i.e., can’t use for shade cloth).</li> <li>CG: Would be good to get people out to discuss changes and options for Kindy play area, consult with Council, work with upcoming hall works etc.</li> </ul> <p><u>Next steps – decisions re P&amp;C funding assistance</u></p> <ul style="list-style-type: none"> <li>TM: School gets a lot of complaints about the toilets, but priority is learning support and professional learning funding.</li> <li>DH: Priority is education of the kids, and Visible Learning is for everyone and Covid support is critical for impacted kids. Could direct fundraising effort to kindy equipment, and commit funds to learning support/teacher development.</li> <li>RB: Would be good for Execs to go through list of projects, and note funding and work out how priorities, and projects are to be funded/ funding allocated. Suggest transparency/targeted approach.</li> <li>MD: Review Strategic funding plan – sets out commitments and longer term promises.</li> <li>DH: P&amp;C Exec need to go through requests, funding, fundraisers (in Covid environment) and prioritise items and plan of approach. No urgent need for P&amp;C to say yes to Covid learning support. Generally very supportive of Learning Support, but need to work out how each item is going to be funded/allocated.</li> </ul>
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7.	<b>Any other business</b>	<p><u>Acknowledgement of Country</u></p> <ul style="list-style-type: none"> <li>• Caryn Gottcent - Acknowledgement of country at commencement of P&amp;C meetings.</li> </ul> <p><b>DH: Agreed. To be added to meeting agenda.</b></p> <p><u>Indigenous Reconciliation</u></p> <ul style="list-style-type: none"> <li>• Paul Cleary: Suggested a change to LCPS house names to reflect Aboriginal history in an effort to improve reconciliation with First Peoples. Existing house names reinforce colonialism/gender stereotypes.</li> <li>• TM: Is something we can look at as a school community, not something that can be changed quickly. There is an Aboriginal education committee that requires consultation. Speak more about it going forward, open to looking into it.</li> <li>• CG: Perhaps something for the SRC to look at, within the school.</li> </ul> <p><u>Constitution</u></p> <ul style="list-style-type: none"> <li>• PC: Reference to facilities and equipment in P&amp;C constitution. Does this require amendment to allow P&amp;C to provide assistance with student and teacher learning?</li> <li>• VL: Constitution is fairly broad – reference to “interests of the school” and “welfare of students” should include basis for P&amp;C to assist with student support/wellbeing initiatives.</li> </ul>