

NEUTRAL BAY PUBLIC SCHOOL

P & C ASSOCIATION

MINUTES OF P&C MEETING 3/20

HELD ON WEDNESDAY 6 MAY 2020

1. WELCOME AND APOLOGIES

The President opened the virtual meeting (Zoom) at 7.32pm and welcomed attendees to the first meeting of the year.

Attendance – Sharmila Soorian (Acting President and Chair), Liz Henry (Communications Coordinator), Mirjam Roos (Secretary), Elizabeth Barnett (Vice President), Jane Stevens (Events Coordinator), Fumi Rice (Treasurer), Glen Giffen (Vice President), Sylvia Seah (uniform shop coordinator), Farid Varess, Katie Bradshaw, Katie Thornton, Emily Janov, Monica Gessner, Priyanka Bhatnagar, Rachel Partis, Hedley Partis, Paya Aminaiee, Rachel Thompson, Shirley Sutton, Thomas Gibson, Andrew Reay, Anna Hill, Ann-Charlotte, Avyansh Bhatnagar, Bridget Douglas, Daniel Ye, Elena Lee, Yuyu Hereford

Staff – Judy Goodsell (Principal), Victor Tan (Deputy Principal), Heather Strachan (Deputy Principal)

Apologies –

2. MINUTES FROM PREVIOUS MEETING

Motion (1): That the minutes of the meeting held on 11 March 2020 be accepted as a true record of that meeting.

Moved: Glen Giffen, **Seconded:** Sylvia Seah. All agreed.

3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

GA role: Brendan's contract extended to the end of the year

4. CORRESPONDENCE

No correspondence received.

5. PRINCIPAL'S REPORT

- **Thank you**

- The principal thanked the whole school community for the ongoing support for our school. Whilst it has been challenging to develop the online learning, it was noted that only messages of support and constructive feedback have been received.
- It was noted that the teachers appreciate the respect that has been/ is shown to them. It takes much longer to prepare each (online) lesson and to give feedback to each student – the principal noted that she/ the school is very proud of the teachers, as well as the students for their efforts and engagement in the new learning system.
- Resources have been posted at the Department's website to assist parents.

- **Arrangement for return to school**

- Attendance of 25% of students each day, ideally siblings, max 10 in class, arranged alphabetically.
- Four-Day model to give teachers Friday off to prepare for the coming week.
- Parents asked if days can be switched – please note that the school cannot set precedents and have differing numbers each day; therefore we need to follow the current model.

- Please support this model at this point; note this is Phase 1; it is considered to have this in place for at least 1-2 weeks before Phase 2 is starting.
- Vulnerable students/ students from essential workers will be supervised by casual teachers/ substitute teachers that will be employed, plus support teachers.
- Next week, support lessons will be launched (incl. extra support in reading when starting next week with MiniLit for Year 1-2, and Macqlit for Year 3-6 students, plus support teachers who will work with the teachers). Thanks to the P&C who funds this programme for children who need additional help through voluntary contributions.
- Heather Strachan and Genevieve Carnegie are setting up the Learning Hub which should be completed in the coming week. Challenges will be posted on Learning Hub for students who like to take up extra challenge. The Learning Hub will also include a community page to share community news similar to facebook (like rainbow trail and bear hunt etc) to add to the positivity in these times
- As also noted in the newsletter, it was acknowledged that it will be a hard week for the teachers next week as they need to teach one body of work with children in front of them as well as monitoring the work of kids learning from home.

- **2021 Enrolments**

Dates for the Kindergarten enrolment programme for 2021 are being set; please go to the school website as there is a way to collect enrolment forms and interview online. The principal thanked the administration staff for persevering with this process.

- **Q&A**

The principal answered queries raised by parents:

1. Uniforms:

Can uniforms be mixed and matched (summer and winter) when returning back to school?
Yes; however, winter uniform is encouraged

Winter uniforms can be ordered through Flexischools. Also second hand uniforms are available; however the ordering procedure still needs to be finalized.

2. Pick-up Kindy children:

Where are Kindy kids being dropped off and picked up?

The main campus is where Kindy kids will be picked up and dropped off initially (unless advised otherwise in the coming weeks) - Children should be dropped off at the 1-6 Campus in the morning and picked-up from the COLA in the afternoon. The teachers will take them down to Kindyland for learning, but they will be back for pick-up.

The school grounds should not be entered by parents due to social distancing, therefore parents are asked to "Kiss and drop" at the gates There is awareness that there might be a level of anxiety in the younger children; if so parents might come to alleviate separation anxiety.

3. Process of returning to school:

Has anything been set-up to help the process and the teachers next week?

Yes, casual teachers will be present, music and RFF teachers will be back and the buddy teacher system will be used (for classrooms that can open up doors/ be combined); there is a lot of staff on board but next week will show how this will work. The principal/ vice principal will go around the classrooms to see where assistance is needed.

All teaching staff will be back for 4 days with Fridays used to work remotely and to prepare for the upcoming week.

6. **TREASURER'S REPORT**

- No fundraising revenue for this year due to the situation
- P&C contribution from parents: We have received 65K for contribution from parents. Thank you for those contributed. For those who have not contributed yet, please consider contribution - The money will mainly be used for the funding of the music and science program and teachers assistance.
- Cash received from ATO: The P&C received \$10K from ATO as a part of the government's employer cash boosting program. This is an income tax refund for payroll of the canteen employees.

- Cashflow situation: The P&C has sufficient fund to run the uniform shop activities and other activities as needed. It is also expected that cash is sufficient to start the canteen any time again.
- Jobkeeper payment: 3 eligible canteen employees are currently under the ATO's JobKeeper program which is great news for the relevant employees.
- Approval items: Our Workers Compensation insurance, supporting 4 employees (3 canteen employees and 1 uniform shop employee) will expire at the end of May. The premium is being calculated under the revised estimated salary.

7. SCHOOL COUNCIL REPORT

- There has been no meeting this term – the next meeting will be coming up next Monday (16.3.20).
- Change in chair – Jim Becker will be the incoming chair
- AGM was held at week 8 of last term - Rachel replaced by Yasmin as secretary moving forward
- Rachel Partis and Kim Thompson will leave the School Council in June – two replacements (parent representatives) are required for School Council
- The school has applied for 2 extra crossing guards, for Yeo Street and Ben Boyd Rd, under an initiative that came through last year.
- School upgrade: A lack of communication from Schools Infrastructure NSW was noted. The upgrade will be discussed in the next meeting.

8. SUB COMMITTEE REPORTS

a) UNIFORM SHOP

- Flexischools will be open this Friday
- Online orders have come through and will be processed; more orders are expected after Flexischools open Friday
- All winter uniform has arrived, and the shop is well stocked for the change-over.
- Second-Hand sale: The 'shop' will not be opened; there will be a similar ordering process through the uniform shop email address; goods will be packed one day a week and delivered to classes (currently all items are \$5 dollars, fleeces and dresses \$8).
- All details will be in the newsletters

b) EVENTS AND FUNDRAISING

- Due to Covid-19 all events have been cancelled and it is expected that this will remain so for the remainder of the year.
- The Halloween Carnival is cancelled this year
- If things change and we will get back to normality, there could be events late in term 4.

c) BAND

Band currently all online:

Band and stings managed to go ahead and work on Zoom (students even ran zoom tutorials from school office). Hopefully everybody will come back together as a band soon, but so far it has been great that they could practice - well done to all the students.

d) CANTEEN

- The canteen will remain closed until the total numbers of students increase (currently only 25% of students) and is expected to open when at least 60% return to school at any one day.
- Employees are getting job keepers payment every second week. It is noted that even though they get subsidy for the next 6 months, they need to return to work if needed.

- Once canteen opens, PPE will need to be provided by P&C.
- Once canteen opens, there will be nothing on offer that requires volunteers.

OTHER BUSINESS

Query: Is there any intention to try to stimulate other activities that have dropped off such as debating club etc via Zoom? -

The school needs to follow department guidelines, and at this point this cannot be predicted. Until allowed, extracurricular activities are still suspended but will come up as soon as back to normal.

There was no further business.

The next meeting is scheduled for 10th of June.

The meeting closed at 8:20pm.

SIGNED AS A TRUE RECORD

CHAIR

DATE