

Petersham Public School P&C Association

Minutes of Meeting on 9 April 2019

1. **Apologies:** Nicole Hooker, Maja Grujic
2. **Acceptance of previous Minutes:** the minutes of the meeting on 12 March were adopted.
3. **Matters arising from previous meeting –** see business reported below
4. **President's report**

An update letter was received from Plan International regarding the child sponsored by P&C donations. A copy of the handwritten note received from Neymar will be included in an upcoming newsletter.

Thanks to Sean and Rowan for preparing the newsletters.

5. **Principal's report**

Thanks to APs Ms Morgan and Ms Bairaktaridis for representing Mr Miller and delivering the report.

An excellent start to 2019. Students are settled in their classes, the stage teams of teachers are working collaboratively to plan, program and design assessments. Significant events included:

- Parent Information Evenings for each stage; School Swimming Carnival; P&C Welcome Barbecue
- Boys and girls teams in Paul Kelly Cup AFL; Harmony Day; K-2 excursion to Room on the Broom theatre production; Sphero Robotics course for Years 3-6; Gymnastics course for years K-6; World's Greatest Shave and Funky Hair Day; Easter Hat Parade

PROGRESS in Strategic Directions

1. Excellence in Learning

Teachers are building their capacity to use the Learning Progressions to assess students' written work, and determine 'where to next' to move their learning forward. Teachers are embedding and consolidating different forms of feedback to move students' learning forward.

2. Excellence in Teaching

Teachers are embedding formative assessment strategies in their teaching practice. These include: using learning intentions and success criteria to make the purpose and goals of learning clear; discussing and setting students' learning goals in english, maths and social/emotional learning; using a range of questioning techniques to elicit students' knowledge and understanding of content covered; using peer assessment and self-assessment strategies. Collaborative Planning Days each term for stage teams to ensure consistent implementation of curriculum and target outcomes across stage classes.

3. Strong Partnerships

Wellbeing: Developing a scope and sequence for social/emotional learning K-6. Sustainability and Environmental Ed: New chickens purchased, roster developed for classes to take turns maintaining them. Garden club established led by Year 6 Environment Officers, meets weekly on Thursdays to maintain and develop gardens. **Community Partnerships:** Parenting Workshops Term 2; NSW School Languages - assemblies, cooking classes, planning for language taster classes; Jump Rope For Heart physical activity program and charity fundraiser planned for Term 2.

Update on Purchases from P&C Donations

- Set of 12 Spheros (funded by the P&C) has been purchased and delivered. Awaiting hard case for storage and charging cradle, then they will be available for use in classrooms.
- Decodable readers purchased (Approx \$2800 ex GST) - This represents enough books for guided reading lessons in K and Stage 1 plus some home readers. Approx \$150 ex gst has been spent on book boxes for housing new readers.

Petersham PS Effective Communication with schools Policy – tabled at the meeting P&C. The policy was sent home last week via the newsletter. It was launched to reflect the Dept Eds release of the School Community Charter. The purpose of the policy is to maintain strong partnerships with families and to continue to welcome collaboration, whilst ensuring that class teachers can focus on teaching and learning during class time

Engagement with the NSW School of Languages – the meeting asked questions regarding the possibility of Petersham PS collaborating with the NSW School of Languages on language classes for PPS students. Ms Morgan mentioned that plans for ‘language taster classes’ and other possible programs would be further developed early in Term 2.

Easter egg purchases – the meeting agreed to support expenditure to purchase Easter eggs for the last day of term. This has been a tradition in previous years. Sam Anderson volunteered to buy the eggs for Friday.

6. Treasurer’s report

Mark gave a detailed update on the position of the P&C finances (general account, building account and music account) and noted that the last month had not seen a great deal of revenue. In relation to the accounts, previous meetings had made a range of expenditure decisions which are reflected in the provisions in each account.

General account: There are significant provisions in the general account for literacy-related expenditure as well as funds to complete the cookbook project. Mark noted that until additional revenue is confirmed – i.e. further fundraising is done - there is limited room for new commitments on the general account.

Building account: the meeting noted the need to do a mail out in early May to promote making tax deductible donations to the building fund.

Music account: Invoices have gone out and are beginning to be paid via the office. Tutor invoices have been received and are being paid. The string instrument program procurement (done via the school) is complete, but invoices will be received from the school in term 2. David noted the decisions taken at the October P&C meeting for the music program regarding the overall financial decisions for the year for the music program, including the 10% increase on the previous year’s conductors’ fees, reflecting the increased work of coordinating ensembles.

David will prepare a more detailed budget for the music program for consideration and adoption at the next meeting; work with Mark, Alex, Bridget & Mikaela. This will give further details to the in-principle decisions taken ahead of the start of this financial year at the October 2018 P&C meeting for music program expenditure

7. Reports from sub-committees

Cook book

Terryann gave an update on the considerable progress with the Petersham Cookbook. The production is at the stage where 80% of the graphics are done and 90% of the cooking and photography. The aim for launching the cookbook is mid-year.

A number of ideas for marketing the book, including possibly have kindergarten kids to do a fruit/veg character – Petersham on a Plate tea towel. This is especially to include those kindergarten families who are new to Petersham into the Cookbook project in some way.

A proposal was put forward to do a PPS tea towel this year around that theme, but in colour to complement the cook book launch. Proposed expenditure on tea towels – \$3300 to produce the tea towels, which will be sold to cover the expenditure.

The meeting agreed to the expenditure of \$3300 for the 300 tea towels.

The meeting agreed that launching and selling the cook books will be a major fundraising activity for the 2nd half of 2019. The P&C received a lot of generous sponsorship and very wide range of inputs from families and the community. The P&C committed to spend those funds on the cookbook production and then to make at least that much revenue for P&C related projects. We will need lots of volunteers to help with selling the cookbooks.

Band

Alex Lee gave a report regarding the music program. He stressed that with changes to the arrangements over the last 12-18 months, there are a number of organizational things that need further support. The conductors need more clarity on a first point of contact regarding expenditure & formal decisions that can't be taken by the conductors.

The music program needs some additional parent volunteers in a few key areas – at least two or three additional volunteers to the parents who already contribute so much. The areas that parents volunteers will cover include :

- Helping to field questions about the band program in general
- Band shirts – uniform shop
- Who to send invoices
- Instrument coordinators (with conductors)
- Forms and instruments ready to go out to students
- Coordinating 1 or 2 parents to help out at assemblies and other in-school performances
- Coordinating performances off-site
- Band shirts organized and washed
- Any instruments that need to be repaired – David volunteered to be a contact for this.
- Coordinating Opera House
- Handling incoming applications at the start of the year (it's done in term 4 – Karen O'Keefe has organized a google sheet for this)
- Parent communication emails for the start of the year

David and Rowan will do a first draft of a letter to seek volunteers, in consultation with the conductors and existing volunteers – email to parents of children in the program.

David has filed materials to apply for the P&C to register as a provider under the Creative Kids voucher scheme. The administrative hurdles are high, but we hope to get confirmation prior to the next meeting.

Fundraising & events

A very sincere thanks to our key sponsor, Frederico Fraga-Matos from Raine & Horne Petersham. A formal letter of thanks was sent following the Welcome BBQ.

We need to lock in volunteers for a number of events later in the year. Halloween event, possible parents-only event, etc.

Class Reps

The P&C will send out another brief note to parents seeking volunteers. Work with the office to email parents stage by stage – explaining:

- What's the need
- What's involved being a class rep
- How it works
- What are the benefits for the kids and to you
- What to do next

Environmental programs

Sam Anderson gave an update on a range of projects that are continuing.

The Community bldg. partnership grants for solar panels. The paperwork is done. We expect funds to hit soon. Will pick up discussion with Hugh & infrastructure NSW. Schools NSW manages the installation, etc.

Working with Mr Bellamy on a sustainable area branding exercise. A name and a design – working with students and parents on this.

Beeswax wraps – Tim B interested in making stamps for beeswax wraps.

8. Other business

Facebook school page proposal – raised by Nicole. **For further consideration at the next meeting.** Facebook is a bigger conversation. The initial discussion raised concerns with the work involved in finding moderators and ensuring it is directly beneficial to the school. The point was made that breaking up P&C communications through Facebook and newsletter channels would help us to reach more parents and families.

The discussion seemed to support a PPS P&C page which would be a noticeboard, rather than a discussion forum. Many issues to handle, including Prospective policy and guideline of use.

9. Date of next Meeting – 2nd Tuesday in May