



CARLINGFORD PUBLIC SCHOOL

Parents & Citizens Association

General Meeting Minutes

Date | time 15/March/2021 7:30 PM | Location ZOOM-Online

| | | |
|-------------------|-----------------------------------|--|
| Meeting called by | Rob Kerle (President) | Attendees PnC members, CPS parents & community |
| Type of meeting | March 2021 General Meeting | Please read Virtual Meeting rule , Code of conduct |
| Facilitator | Rob Kerle (President) | Please register |
| Note taker | Muzna Zohaib (Secretary) | https://us02web.zoom.us/meeting/register/tZMvd-uhqjojEtNcc5DHaqGxq6jDtrjQ5dsp |

Agenda Items

| Topic | Presenter | Time allotted |
|--|-----------------|---------------|
| <input type="checkbox"/> President Report | Rob Kerle | [Time] |
| <input type="checkbox"/> Treasury Report | Todd Dewey | [Time] |
| <input type="checkbox"/> Canteen Report | Belinda Sultana | [Time] |
| <input type="checkbox"/> Uniform Shop report | Linda Xu | [Time] |
| <input type="checkbox"/> Band Report | Anita Chinwah | [Time] |
| <input type="checkbox"/> Fundraising Report | n/a | [Time] |
| <input type="checkbox"/> Class Parent Report | Svantje Duller | [Time] |
| <input type="checkbox"/> Principal Report | Neil Hinton | [Time] |
| <input type="checkbox"/> General Business | Rob Kerle | [Time] |
| <input type="checkbox"/> Others | Rob Kerle | [Time] |
| <input type="checkbox"/> Next Meeting | Rob Kerle | [Time] |

Other Information

Virtual Meeting Rules

- 1) This meeting will not be recorded as stipulated by the P&C Federation rules governing a virtual meeting.
- 2) Equity - there is a requirement to ensure that all people wishing to participate are able to do so in an equitable manner, this includes internet connections and ability to be active in the meeting:
 - a. If someone has a technical issue with their sound and cannot be heard we will enable chat capability;
 - b. If there is a drop out of a number of participants, we may have to defer the

rest of the meeting until a time all can participate;

c. Host reserves the right to mute all participants if necessary, to gain control of the meeting back.

3) Voting – will be done using the Zoom meeting Poll function. Only current 2020 financial members can vote in this meeting, a report can be extracted after the close of the meeting to check that the vote was carried out only by existing financial members.

4) Membership – any membership fees submitted through Qkr! for the 2020 member register by the close of this meeting, will have voting rights at future meetings held up until the AGM is held in March.

5) Quorum – we must maintain a minimum of 5 members in this meeting for the quorum to be valid.

6) No proxy voting allowed – you cannot place a vote on behalf of another member if they are not in attendance.

Code of Conduct

The code of conduct is available to all members, if you have not seen or received a copy please speak up and we will email it to you.

Schedule & Location

This meeting is to be held online through Zoom on **Monday 15th of March 2021 at 7.30pm.**

Approval of minutes

The minutes of the previous meeting held Monday 15th February 2020 are to be adopted - Passed

Casual Vacancies

2021 P&C Executive

- Vice President x 2

2021 P&C Sub-Committee Co-Ordinators

Voting will be conducted to fill the following P&C positions for 2021:

- Band Committee Co-Ordinator

Prachi nominated for, and was confirmed for the role of Band Equipment Hire Coordinator

2021 Committees

Members are invited to join the following committees:

- Fundraising Committee
- Band Committee
- Building Fund Committee

Attendees

| | | |
|------------------|---------------------|-----------------|
| Rob Kerle (Host) | Svantje van Hummel | Judith Gee |
| Emily Wong | Nargess Saqeb-Akram | Stephanie Lam |
| Sally Bennett | Lisa To | Pawan Dharpure |
| Penny Perry | claudia susanto | Fianna Palmer |
| Belinda Sultana | Tania Cochrane | Travis Williams |
| Lucinda Sitingco | Todd Dewey | Stephen Sultana |
| Anita Chinwah | Prachi Paranjape | Muzna Zohaib |
| Lynley | Ashima Sakkarwal | Beth Edgley |
| Joycelyn Lim | Kate Makin | Debo sarker |
| Trudy Mendis | Belinda Harrison | Neridah Parker |
| Neil Hinton | Thresye Suyono | |

Apologies

Fiona Tramonte

Business carried forward from previous meeting

1. School's actionable item in response to parents' enquiry regarding Camp Australia.

Neil is happy for any concerns/ complaints regarding Camp Australia to be forwarded to him or for him to be copied on them so he is aware. There is no regular review meeting setup but meetings are occurring regularly and as needed.

2. Injury report under school account to cover injury happening during school hours – Fiona to look up details.

Each DoE school is covered by Ambulance cover

The Ambulance Cover Scheme provides assurance that if a student enrolled at a school has an accident or falls ill whilst at school or on an organised school excursion or activity, and requires the ambulance service, the cost will be met through the scheme.

If a student suffers an injury whilst at school the injury is reported to the Incident Report and Support Hotline. The advice from the hotline is if the child has ongoing medical expenses from this incident, it is further logged with DoE Legal Services and they will manage each case independently.

I hope this clarifies the P&C question. – Fiona Tramonte

Item Closed

Correspondence

Incoming

1. Epping-Papilio Early Learning Centre, 99 Mobbs Lane, Epping.

On behalf of the center, I would like to invite kindergarten teacher and local business to speak at our Parent information evening, date t.b.a.

The purpose of this event is to equip parents of 2022 kindergarten students with correct developmental expectation from their children. Local businesses are also welcome to promote your product/services provided that it beneficial and relevant to preschool/kindergarten students or their parents, e.g: Optometrist, speech pathologist, nutritionist.

Promotional space will be provided. Thank you for your kind support.

- Kim Dangelose, Centre Manager.
Email: epping@papilio.com.au
Phone: [\(02\) 8074 9461](tel:(02)80749461)

Neil clarified that although not all children of this center would likely be in the CPS catchment, he is happy to arrange a visit

Reports

President Report

Welcome to New Members

Thank you to all of our 2020 Members who have re-registered for 2021, and a special welcome to anyone who have registered in 2021 for the first time. We are starting with considerably more members than we started with last year but fewer than we had at the end of 2020. I strongly encourage you to be ambassadors for the P&C, and to try to bring new members into the fold. The more members we have, the greater our voice represents our community and the more we can achieve together.

You are not required to be a member to join meeting.

Departing Office Bearers and Sub-Committee Members

Thank you to the efforts of Anita Chinwah (Band Coordinator), Claudia Susanto (Secretary), and Judith Gee (Band Hire) over the last year – their hard work in such a challenging year was critical to ensuring key functions of our P&C ran smoothly. We hope you'll continue to be close parts of our P&C Community and continue to have your say.

Road Safety Focus - 2021

Morning Parking zones and unbroken line extensions are in progress.

Request to further extend the unbroken line beyond the "new building" driveway (thanks to feedback in our February meeting) has been submitted to and accepted by council. This will go through Council processes with installation hopefully in late March or April.

Parramatta Council has ensured regular visitation of council rangers to enforce parking and traffic regulations, several visits have been observed over the last weeks.

Eastwood police have committed to adding visible police presence when possible and have requested highway patrol support as well.

The more communication council and police receive, the more support our School will attract. Please feel free to contact them directly and make your own requests.

Office 365 platforms and email migration service partner update.

I've received 3 proposals from Microsoft NFP partners, and I'm currently reviewing them before I make a proposal to vote for a solution. I have not completed this review but will have this done for April. The objective of this solution is to:

- Take advantage of low cost or free platforms made available for NFPs to minimise cost of service for the P&C (Value for money).
- Ensure our P&C has the correct systems in place to ensure good governance, access to technology, value or money and ease of transition between office bearers and other volunteers over time (Minimise Risk)
- Ensure our employees and subcommittees have access to the right systems and technology to be most effective in their roles (Support our Volunteers)
- Centralise administration for emails and data storage outside of individual office bearer and skillsets within the P&C and minimise reliance on volunteer and employee's personal equipment and subscriptions (Good Governance)

Project & Investment Focus

Items carried forward as a priority from 2020 included:

1. New playground to take advantage of the space created by the removal of the old BA building.

Trudy Emily and Rob volunteered to be part of a steering group to work with the school on the Playground upgrades/ urban renewal.

2. Seating for students during lunch breaks

3. Improvements to Toilet blocks (Dept. Building)

4. Improvements to Canteen (Dept. Building)

As promised upon the donation of \$100,000 for the playground upgrade Neil has agreed to include the P&C as part of the working group for this project. I have volunteered to be on this working group, and we ask for one additional volunteer. Time and frequency of effort is not certain at this point but will involve email comms and onsite meetings at CPS from time to time. Feedback will continue to come back to the entire P&C in regular meetings, of course.

Planning Meeting 2020

Thank you to all who joined our Planning Session back on December 5, 2020.

A range of key themes were discussed for additional focus in 2021. While some were existing items and will continue to be driven forward, others were new and will be addressed in future meetings for prioritisation.

- Construction and rejuvenation projects for school play spaces, facilities, seating and shade.
- Road Safety – CCTV and more enforcement
- Parent Involvement at School – this has been missed by parents over the last 2+ years. Parents being able to be a part of Classroom support for reading and other on-site support initiatives would be a welcome change from the (otherwise) focus on fundraising and project funding which is becoming a source of concern.
- P&C Events – Allowing for COVID – what events can we put on to enrich the school experience: Movie nights, obstacle courses, outsourced managed events etc.
- Class Parents – how to revitalise this program this year, and how to gain traction with more of the communities within the school – looking at language groups and ways to engage/ communicate as effectively and inclusively as possible.

Votes on Pre-approved expenditure.

To manage expenditure and members time efficiently during the year we include approved budget expenses into our accounting system to improve reporting and visibility.

I propose we vote to pre-approve expenditure on the following items:

During the vote Rob Kerle reminded all member that he believed it important when voting, to vote "No", without concern of repercussion. It gives a realistic view of what people are thinking of the matters being put forward to vote.

| Sub Committee | Item Description | Amount | Frequency | VOTE Result |
|---------------------|-----------------------------------|---------|-----------|-------------|
| Fundraising | Mothers Day (top up) | \$1,200 | 1-off | Passed |
| Fundraising | Fathers Day | \$2,800 | 1-off | Passed |
| Fundraising | Disco | \$1,000 | 1-off | Passed |
| Fundraising | Grandparents Day | \$200 | 1-off | Passed |
| Events | SAS Staff Morning Tea | \$200 | 1-off | Passed |
| Events | Int. Teachers Day | \$600 | 1-off | Passed |
| Events | Year 6 Farewell | \$4,000 | 1-off | Passed |
| Events | Kindy 2022 Transition Morning Tea | \$800 | 1-off | Passed |
| Events | Kindy 2022 Tea & Tissues | \$200 | 1-off | Passed |
| Treasury | Bookkeeping costs | \$600 | Monthly | Passed |
| Band | Equipment/ storage purchases | \$2000 | 1-off | Passed |
| Uniform shop | 2022 kindy library bag | \$1320 | 1-off | Passed |
| Band | 2021 selling old band equipment | | | Passed |

Treasury Report

Balance Sheet
Carlingford Public School P & C Association
As at 28 February 2021

28 Feb 2021

29 Feb 2020

Assets

Bank

| | | |
|------------------------------|------------------|------------------|
| Community Solutions Cash Re | \$126,827 | \$171,631 |
| Community Solutions Cheque . | \$40,696 | \$45,332 |
| Westpac Community Debit Car | \$566 | \$78 |
| Total Bank | \$168,089 | \$217,041 |

Current Assets

| | | |
|-----------------------------|-----------------|-----------------|
| Accounts Receivable | \$467 | \$882 |
| Cash Float - Canteen | \$100 | \$100 |
| Cash Float - Uniform Shop | \$200 | \$200 |
| Inventory | \$29,052 | \$29,422 |
| Total Current Assets | \$29,819 | \$30,604 |

Fixed Assets

| | | |
|------------------------------|------------|--------------|
| Band Equipment | \$14,137 | \$2,507 |
| Less Accumulated Depreciatio | -\$14,137 | -\$1,608 |
| Canteen Equipment | \$3,009 | \$1,155 |
| Less Accumulated Depreciatio | -\$3,009 | -\$1,155 |
| Office Equipment | \$1,683 | \$1,683 |
| Less Accumulated Depreciatio | -\$1,683 | -\$1,683 |
| Total Fixed Assets | \$0 | \$899 |

| | | |
|---------------------|------------------|------------------|
| Total Assets | \$197,908 | \$248,544 |
|---------------------|------------------|------------------|

Liabilities

Current Liabilities

| | | |
|----------------------------------|-----------------|-----------------|
| Accounts Payable | \$10,828 | \$13,601 |
| Band Bond | \$1,800 | \$2,700 |
| PAYG Withholdings Payable | \$472 | \$450 |
| Superannuation Payable | \$565 | \$578 |
| Total Current Liabilities | \$13,685 | \$17,329 |

| | | |
|--------------------------|-----------------|-----------------|
| Total Liabilities | \$13,685 | \$17,329 |
|--------------------------|-----------------|-----------------|

| | | |
|-------------------|------------------|------------------|
| Net Assets | \$184,223 | \$231,215 |
|-------------------|------------------|------------------|

Equity

| | | |
|-----------------------|------------------|------------------|
| Current Year Earnings | -\$100,928 | \$2,886 |
| Historical Balancing | -\$18,985 | -\$18,985 |
| Retained Earnings | \$304,137 | \$247,316 |
| Total Equity | \$184,224 | \$231,217 |

Profit and Loss

Carlingford Public School P & C Association

For the month ended 28 February 2021

| <u>Account</u> | <u>Feb 2021</u> | <u>Feb 2020</u> |
|---------------------------------------|--------------------|-----------------|
| Trading Income | | |
| Canteen | | |
| Canteen Sales | 13,667 | 8,751 |
| Cost of Goods Sold - Canteen | (8,302) | (5,623) |
| Total Canteen | 5,365 | 2,928 |
| Uniform Shop | | |
| Uniform Shop Sales | 15,425 | 10,532 |
| Cost of Goods Sold - Uniform Shop | (9,988) | (8,237) |
| Merchant Fees | (47) | (82) |
| Total Uniform Shop | 5,389 | 2,213 |
| Total Trading Income | 10,755 | 5,162 |
| Gross Profit | 10,755 | 5,162 |
| Other Income | | |
| Fundraising | | |
| Fathers Day Stall | | |
| Fathers Day Stall Expenses | 0 | (40) |
| Total Fathers Day Stall | 0 | (40) |
| Total Fundraising | 0 | (40) |
| Band | | |
| Instrument Hire | 4,400 | 2,680 |
| Band Expenses | 0 | (87) |
| Total Band | 4,400 | 2,793 |
| Interest Income | 1 | 50 |
| Other Revenue | 41 | 50 |
| Total Other Income | 4,442 | 2,882 |
| Operating Expenses | | |
| Bank Fees | 77 | 50 |
| Consulting, Bookkeeping & Accounting | 550 | 0 |
| Depreciation | 8,264 | 0 |
| Donations | 100,000 | 108 |
| General Expenses | 65 | 0 |
| Insurance | 205 | 0 |
| Subscriptions | 61 | 38 |
| Employee Expenses | | |
| Wages and Salaries | 4,032 | 2,805 |
| Superannuation | 383 | 275 |
| Total Employee Expenses | 4,415 | 3,179 |
| Total Operating Expenses | 111,636 | 3,346 |
| Net Profit | (96,439) | 4,678 |
| Net profit exc Donation \$100k | \$ 3,561.00 | |

Canteen Report

The canteen operation of 5 days has started well. Wednesdays have slowly increased in lunch orders, with Friday still being the busiest day. The counter at lunch time is steady, however, the number of students buying at afternoon tea is slow. We are hoping to see this increase over the coming weeks.

The canteen held a Pancake day on February 16 with great success. We had over 200 orders that were pre-sold and then some on the day over the counter. A big thank you to Emily for cooking all the pancakes and to the other volunteers and canteen monitors for helping to get the orders out quickly.

We have had some of our new canteen monitors in before school, at lunch time and afternoon tea to help serve. At present, all is working well.

I have set up an online volunteer sign up sheet. At the moment we are trialling it for Wednesdays, Thursdays and Fridays. We have had a great response rate with all of March filled and other shifts filled in April and May. Thank you to all those volunteers who have signed up, many of which are new faces.

Our menu was submitted last week for assessment as it has been two years since our last assessment. I am happy to report that our menu has passed the Healthy Canteen Assessment and our canteen continues to be a Healthy Canteen. Our menu has been assessed at 85% everyday food and 15% occasional (the menu must be at least 75% every day and 25% occasional).

This is an improvement on our assessment two years ago.

Belinda Sultana

Canteen Manager

Uniform Shop Report

- **House Patches**

House Patches was distributed to new kindergarten by their teachers.

- **Kindy library bags**

New kindergartens have had their first visit to the library in week 4. They were each given a school library bag as a welcome gesture from the P&C.

Uniform shop online has been pretty busy with winter uniform orders and new families.

Last week we had a photo session with the school photographer and the photos will be used as a guide for parents on uniform requirement and to show those who are new to our school on which items they are required to purchase.

Linda Xu

Uniform Shop Manager

Band Report

I am pleased to report currently the number of students enrolled in the 2021 Band program is **87 students**.

This is composed of 43 new students enrolled in the Training Band, and 44 students in the Performance Band. We currently have 30 students hiring musical instruments from the P&C.

The Performance Band rehearsals have commenced and are going along smoothly. Matt Dalziel our conductor from Key Music Australia is working hard to vary the song choices to adjust for the differing levels of student's abilities, whilst keeping them engaged at the same time.

I am looking forward to a wonderful year of musical talents from our fantastic students.

Anita Chinwah

Band Coordinator

Anita had offered some obsolete musical equipment up for sale but, and already had some expressions of interest from parents. Anita wanted to ensure this was approved by the P&C

A Vote was proposed to sell the 4 pieces of obsolete equipment, and donate them or otherwise dispose if they could not be sold. Vote Result: Passed

Fundraising Report

Mother's Day Stall 2021

Suggested Date: Friday, 7th May

For the cancelled Mother's Day Stall in 2020 we ordered 500 items.

With some extra "freebies" and gift bags as well as 310 left over items from 2019 we now have a total of **900 items** ready to go.

From experience of the previous years, we should be aiming for approximately 1200 items overall.

We are hoping that we can add a decent number of flowers/plants from donations of local nurseries and potentially our Garden Club.

In 2020 we were putting together a small group of creative helpers that would make up/craft gifts for the stall. Would there be interest this year to go ahead with this?

In February 2020 the agreed budget for the Mother's Day Stall was \$2,800.

The items purchased in 2020 cost \$1700. We could therefore still purchase items to make up gifts for the stall.

If you have any other ideas please let me know, I am grateful for all input!

Svantje Duller.

Track expenditure at the beginning of the year

Fund raising: what we have vs what we need

Technically fundraising is done under some category like Staff lunch or International Teachers day

Class Parent Report

With the beginning of 2021 I concentrated on communication with and between our new Kindergarten families.

We have very active WhatsApp groups for: KGM, KL, KS, KG and KC. There are one or more “class leaders” in each class that have helped to set up these groups, have contacted and invited parents from their respective classes.

There is also a general “Kindergarten” WhatsApp group.

Unfortunately, I have been unable to find any parents from KM to help set up this form of communication and/or find out if there possibly already is a group (WhatsApp or other).

The WhatsApp groups have been a great way of communication for new parents, from getting to know each other (some classes have had little playground meet-ups), to trying to locate lost uniform items, to looking for clarification on all sorts of questions regarding the school.

Questions new parents have in particular can be separated into questions about the school in general and questions that are in relations to their classes:

School in general:

- Pick up/drop off (times/rules etc.)
- QKR (how to set it up, how to use it, what to use it for etc.)
- Canteen (how to order, how to get food i.e. Delivery/pickup)
- Class Dojo (how to set up, what for)
- Sign Me (what for, how to use for the first time, where to get link)
- BA (where, who, what is offered during holidays)
- Uniforms (how to order, what to wear when)
- Food sharing rules (do Kindergarten children know this)?
- Sports houses (what is it? How are houses picked, house patches etc.)?
- Newsletter (where to find)

Class:

- Weekly Schedule (what class does what on which day)
- Class Dojo (messages from teacher, what are Dojo points etc.)
- Forgotten lunch (what happens, can parents give money to teachers etc.)
- Green cards (how does it work etc.)
- Sight words (when to learn? Give them back?)
- Reading log/home reader (how much reading, physical books? Online?)
- Homework in general (how much)?

The school already provides plenty of information for new parents but from observing and being part of conversations these first weeks I would like to go ahead and start working on some sort of “flyer/brochure” and/or presentation that could incorporate all (or most) of the points above. A sort of “Welcome to CPS” for new Kindergarten parents. This could be in the form of a presentation for new parents. Potentially we could hold an “Information Evening” starting next year.

A flyer/brochure could have simple points of information on all of the above with links to “where to find” etc.

Moving forward I would set up a network of communication for Year 1 and Year 2.

Svantje Duller - Class Parent Coordinator

Rob suggested whether a review of communications platforms and their usage would be of benefit in the next term or so to get ready for Term 4. Neil said he was always open to reviewing how things are done. This was to be business carried forward for next month, and Tania Cochrane and Beth Edgley were happy to represent the school on it.

Principal Report

COVID UPDATE

Late last week the Covid-19 guidelines for schools were updated indicating that parents are able to enter the school grounds but should continue to follow COVID-safe practices, including social distancing between adults of 1.5 metres and implementation of a COVID-safe plan for school events where more than 50 adults are gathering.

The safety and wellbeing of our students, staff and community continues to be our priority. Due to limited playground space (many fenced off areas due to current playground upgrades), and a large student population, **we will continue to maintain our current drop off and pick up procedures in order to meet the Department requirements.**

Parents are to drop their children off after 9:00am at either the Keeler or Rickard Street gates. Parents are permitted to enter school grounds from 3:00pm onwards to collect their children.

On the advice of NSW Health the following activities may now resume across all schools in NSW.

- Parents and carers can attend school sporting events, both on school grounds and offsite (including PSSA and sporting carnivals)
- There are no recommended limits on singing groups in schools, including for in-class educational activities such as repetition, chanting, recitation, or singing activities.
- Dancing activities - including dance classes, formals and social events - can proceed.

CARLINGFORD PUBLIC SCHOOL STRATEGIC IMPROVEMENT PLAN

Thank you to all the community members that responded to our School Plan survey last week. We had a total of 209 responses which is 34% of our families. The information provided will help us to form our 2021 to 2024 school plan. It was great to see that 99% of our school community would recommend Carlingford Public School to other members of the community.

NEW 'OUT of SCHOOL HOURS' HUB

On 23 October last year, I received an email informing me that Carlingford Public School would be receiving an Out of School Hours Care (OSHC) Hub building, as part of the Before and After School Care Reform Program. Our OSHC Hub was installed on the edge of the oval last Wednesday.

When our OSHC lease went out to tender in August, we had no knowledge of the Department of Education's OSHC Hub program.

The OSHC Hub includes toilet and kitchen facilities and can cater for up to 97 students (capacity subject to site inspection). We hope to have the building operational by the start of Term 2.

The most positive aspect of the new building is that Camp Australia will now be able to have furniture, activities and resources permanently set up and will no longer have to set up and pack up each day as is now the case in the new hall.

The current OSHC lease agreement we have with Camp Australia will be reviewed in terms of their allocated play areas for the students. We are hopeful that the new building will be handed over to Camp Australia by the end of this term.

Obviously the original lease agreement that we have in place with Camp Australia will need to be reviewed in terms of what areas will be used for OSHC, due to the new building now being part of the equation.

SPORTS COURTS

Our sport courts have been delayed in order to allow our OSHC Hub to be installed. Now this is onsite, our sports courts project can now commence. We are hopeful that they will be operational by mid Term 2.

PARENT - TEACHER INTERVIEWS

Parent - teacher interviews will take place at the end of term. Interview bookings went live last Friday 12 March. The booking website and access code have been posted on School Story on Class Dojo.

Parents can select a phone or face to face (in person) meeting.

Interpreter meetings will be held by phone ONLY. Phone interview times for interpreters will be emailed directly to families next week.

If you are coming into the school for a face to face meeting, interviews will be governed by COVID-19 guidelines.

Thursday March 25 - Year 1 (except Class 1SR - Friday March 19)

Friday March 26 - Year 2

Monday March 29 - Kindergarten

Tuesday March 30 - Years 5 & 6

Wednesday March 31 - Years 3 & 4

PRE - SCHOOL GATE

Students and parents should not be entering or leaving school via the pre - school pedestrian gate or the vehicular gates in the top car park. The pre - school gate is solely for use by pre - school parents. We are currently looking into options to relocate the access gate for the pre - school.

Access to and from school grounds for Carlingford Public School students and parents should be via the Keeler Street or Rickard Street gate (outside the library).

SAFETY UPGRADE PROJECT

I have sought approval from the Director of Educational Leadership -Carlingford Network, to commence upgrades to improve safety of our school community.

We are looking at automating the vehicular gate in the top carpark, with entry being via a swipe card / code. This will stop non authorised vehicles entering the school.

We would also like to move the pedestrian gate used to access the pre - school. Currently this is located in the middle of the teachers' car park. Moving the gate to the Macquarie Business College boundary would be a much safer option. This would involve removing part of the existing retaining wall, installing a gate, ramp and safety fence that would run along the Macquarie Business College boundary. The entry gate to the pre - school would need to be relocated. The combined projects will be managed by the Department of Education and funded by the school. At this stage, quotes need to be sought, but we are estimating the total cost of the upgrades would be approximately \$130,000. Contributions towards this project from the P&C would be appreciated.

Tania Cochrane presented her background on why this project is important to the safety of the school community Trudy Mendis in her capacity as Building Fund Coordinator offered to work with Tanie and the School on quotes and requirements gathering, and to see if grants were available to reduce the cost of the project overall.

METRO RENEWAL PROJECT

Our play equipment upgrade will now be managed by the NSW Department of Education under the 'Metro Renewal Project'. Under this initiative, the department covers 50% of the cost of the project. I understand that the deadline for completion for all Round 1 d 1 projects is June 30, 2021.

Neil Hinton - Principal

Can we walk with preschool child and school kid from preschool gate? - Clarification was that it is currently technically possible, but not recommended due to extended time in the car park. In a proposed future state, the access to day care and school would be completely separate

General Business

- Meeting for April will be on a Staff development Day, can we move the April 19 meeting 1 week to April 26?

ADDITIONAL NOTE: It was agreed to move the April meeting to April 26, from April 19

- Any possibility to change PnC meeting to Friday night?

Several options exist to have more flexible meeting dates and times. To discuss how to engage the members on this in the next meeting (Business Carried Forward to next month)

- Some children talk at playdates about how they dislike their teacher calling them names, or tear off some book pages in the class as it created fear among them. This is happening outside the school, the message most likely will not reach the teacher.
Is there any way students can give direct feedback for teachers on their teaching style, give input and suggestions on things that they like/dislike. Last year Ms.Pieres had a suggestion box on her desk in the classroom, it was a very positive way of confining negative experience if there's any, and find immediate solution. Can this be implemented across the school as part of continuous improvement plan for teachers?

Discussion was had around possibly re-instituting a feedback box near the Canteen. On the specific concern regarding teachers "name calling" Neil Hinton clarified that this information should always be escalated to the Stage Supervising teacher or Neil himself.

Matters arising and business carried forward

Discuss how best to engage members on a discussion regarding different meeting times

Others

Next Meeting

The next PnC meeting
will be on
Monday April 26th, 2021 at 7.30pm

Meeting ends 9:33pm