

## **AGENDA**

### **Killara Public School P&C**

#### **General Meeting – 22<sup>nd</sup> August 2017**

1. In attendance

Sharon Tierney, Parth Jasani, Tess Lee, Samantha Gates (KK), Martin Shek, Katie Woods (KK), Diana Zihlmann, Jennifer Ng, Sha, Ashley King, Heather Tonkin, Marilyn Bourne, Cheryl McNamara, Sandeep Rao

2. Apologies

Tania Ekins, Violeta Sutherland, Melissa Brunner, Nina Kovach, Thomas Zihlmann, Sandeep Chandra, Craig Meares, Sarah Li

3. Acceptance of previous minutes

4. Correspondence in/out

5. Reports

- Principal's report
- Treasurer's report

6. Other Business:

- Building Works (Luke)
- Killara Kids (Katie)
- Canteen/Ice Block Update (Tess/Jen)
- Fundraising/Social Events (Bollywood Night, Father's Day Breakfast, 5c Challenge, Movie Night, -athon) (Sharon)
- Committee Role Vacancies & Recruitment (Sharon)
- Business Directory (Sharon/Sandeep)

7. Next Meeting

## MEETING MINUTES 22<sup>nd</sup> August 2017

The meeting started at 7.00pm and finished at 9.15pm. The meeting was held in the library.

Item	Topics	Action
1. Principal's Report	Please see attached Principal's Report.	
2. Treasurer's Report (Parth)	Parth gave an overview of current accounts, and noted that there has been good recent cash flow from the canteen and the uniform shop. In August, the P&C was to make a donation to the school (from fundraising proceeds) of \$42,946 for the purchase of ActivPanels for demountables, full cost of whiteboards and half the cost of new laptops, photocopier, and desktops.	
1. Building Works (Luke)	Luke shared DOE estimate to include airconditioning in the new building (\$180k, incl PV cells required to offset the energy consumption). There is a chance we could get a partial subsidy. Luke asked the DOE for information on contractors we can use to organise ourselves, but had not heard back. Luke also shared the milestones for the building works (currently ahead of schedule). <ul style="list-style-type: none"><li>- Demolition – end July 2017</li><li>- Earthworks – end August 2017</li><li>- Inground services – end September 2017</li><li>- Structure – mid December 2017</li><li>- Envelope – end February 2017</li><li>- Fit out – end March 2018</li><li>- Landscape – end March 2018</li></ul>	
2. Killara Kids	Diana Zihlmann discussed the KK room going forward, and in collaboration with Marilyn, putting through an application for a future space for KK. KK will fund and apply to council for building situation. Next steps are costing and application for grants. There is no kitchen update at this time. Katie/Sam to begin advanced diplomas and thank Marilyn for recent meetings. Katie noted the daily activities during term time, including Big Kids' community partnerships and Kindy transition program, and ongoing professional development opportunities for staff. KK is looking into KK t-shirts to identify KK children. Costings to be researched.	

3. Canteen/Ice Block Sales (Tess/Jen)	Jen noted the healthier ice block options such as Quelch sticks, juicies, and twisted froyo. Tess mentioned the healthy canteen's ratio of 3 "everyday" items per 1 "occasional" item, and the need for helpers to return canteen freezer bags.	
4. Fundraising (Sharon)	The group discussed the upcoming Fathers Day Breakfast, including food truck and classroom visits, and Bollywood Night on 16 <sup>th</sup> September. Year 6 to host Movie Night on 20 <sup>th</sup> October and Obstacool is planned for November, with online sponsorship.	
5. Committee Role Vacancies and Recruitment (Sharon)	It was noted that many roles will be vacated next year (President, Vice President, Canteen Manager, Ice Block Coordinator, Social Media Coordinator). Limited P&C engagement of the wider school community and difficulty securing volunteers was discussed. It was suggested that we provide clear role descriptions and a clear overview of what the school supplies and what the P&C provides with funds raised, the cost (e.g. laptops, whiteboards, AC), and clearly articulate the need for people to get involved. It was suggested that we give people small things to do, better sell/promote P&C roles, starting with the information pack for kindy parents. It was also suggested to better highlight what the P&C has done this year, thank them for a job well done. Currency of P&C website was discussed, and the various channels used, e.g. Facebook, Skoolbag, P&C website, that need to be kept in sync and up to date. It was suggested that the P&C site should be the source of truth	Heather to compare our P&C communication platforms

Next meeting **Tuesday 19th September 2017, 7:00 pm. Venue School Library**

## P&C Meeting- 22nd August 2017 – Principal's Report

### Building and traffic movement.

Unfortunately there has been dust from the excavations but the building during the high winds. This should stop when the building moves above ground level in September.

Traffic and access to school – Kuringai Council cleared the culvert in Fitzroy Ave to allow vehicular access to the school. Parents expressed concerns about students being run over with truck access but when necessary the entrance will be opened well before school hours. We have been unable to use the driveway without lengthy notice as it was dug up to build foundations.

We are waiting for the Kiss and Ride sign to be moved towards the crossing space to allow a longer area for Kiss and Ride.

The builders have installed temporary bubblers in the playground. Unfortunately they have no drainage so we have to turn the water off to avoid the assembly area getting wet. They have also installed lights to enable safe access from Ridgeland Ave to the KK building.

### School Playground activities

The school playground is under pressure with the reduced area now available to students. We have ordered a lifecubed pod for creative play. This is a shipping container that is converted into a storage/ play area. When it arrives we will be asking all families to search their garages for specific items or check the council clean up for materials that can be used for creative play. List of items will be provided in a newsletter

We are also organising for a covered sand pit to provide enhanced activities for the children.

### Killara Kids Canteen extension

The school will fund enclosing the verandah of the canteen, hopefully in the next school holidays. We are currently getting prices from a local carpenter and the builders.

### Use of school grounds after school.

I have put messages in the newsletter to provide the Killara Kids exclusive use of the school oval after school and the playground equipment from 4pm. We again request that parents/carers leave the school with their students after 3.15pm and move to the school playground equipment until 4pm. It is difficult to repeatedly ask parents / carers to move their children from the oval.

Extensive discussion has been held with KK about identifying KK students to distinguish them from school students with a coloured t shirt. Hopefully school staff will be able to identify the students at KK versus students lingering in the playground in the near future.

#### Parents using student toilets

Parents are using the children's toilets at pick up time. Please go to the office and use the staff toilets as it breaches Child Protection laws to enter the children's toilets either during or after school. The toilets are locked for cleaning from 2.45 to 3.15 after which they are used by KK.

#### Dogs in schools

Dogs are not allowed to enter school grounds either on a lead or unleashed. Thanks to those parents who are leaving their dogs at home or tied up 10 metres away from the entrances.

#### Tree inspections and work

The removal of the trees adjoining the Kinder/ Year 1 rooms was delayed as the truck could not enter the school grounds as it was too large for Fitzroy Ave and the driveway was unavailable. All work was completed last Friday.

Trees will be cut in Handprints over the next few weeks.

#### Treatment of staff.

It has been unpleasant for the office staff to have to deal with parents/ carers who are obviously very angry about an issue and interact in an abusive manner to the staff. The office staff work very hard to ensure that the administration and organisation of the school runs smoothly to allow children to have the maximum opportunity at school.

There are increasingly frequent visits, phone calls or abuse towards the office staff in response to issues that parents are not happy about; these including clearing the Fitzroy Ave culvert, parking illegally and the lack of seat belts on the buses. I am sure that more pressing issues have caused the response but please treat all staff at school in a respectful manner.

#### Fathers' Day breakfast

Information about Fathers' Day breakfast to be publicised. Are there any objections to the Year 6 students collecting donations at the breakfast to contribute to the group that supports fatherless children.

Marilyn Bourne