

# **Balgowlah Heights Public School**

## **Meeting Minutes**

27 February 2007

### **I. Call to order**

Dianne McIntosh called to order the regular meeting of the Balgowlah Heights Public School P & C Committee at 7h40pm on 27 February 2007 in School Library.

### **II. Register**

The following persons were present:

- Dianne McIntosh
- Sharon Moore
- Frances Campbell
- Sue Palmer
- Margaret Ryan
- Mercedes Dent
- Katie Inglis
- Fiona Pentecost
- Matt Ainscough
- Kathy McGuigan
- Kerry Smallman
- Valene Watzlawick
- Sally Matthews
- Mariza Economides
- Rob Harvey
- Jacqui Ross
- Richard Findlay
- Eveline Findlay
- Kirsty Almond
- Carolyn Martin
- Ron Delazio
- Cathy Simonetti
- Kirstie Macfarlane
- Kim Crott
- Craig Davis
- Leonie Seaton
- Tony Stewart

### **III. Approval of minutes from last meeting**

Dianne McIntosh advised that the minutes had been read by the committee but not presented at this meeting. The minutes of the P & C Meeting held on 27<sup>th</sup> November 2006 were approved.

Minutes prepared and submitted by: Tracy Wardman

Minutes approved by: Dianne McIntosh / Sue Palmer

#### **IV. Presentations**

##### **a) P & C Objectives / Projects for 2007**

Di McIntosh outlined the objectives of the P&C Federation and explained how the BHPS P&C applies them to its work. She emphasized that the P&C takes its direction from the school management team, and not the other way round. Outlined the proposed projects for 2007 including playground installations on both campuses, air-conditioning, classroom resources, basketball posts, school storage, refresh Eastern staff room, COLA upgrade, Strategic Capital works grant application and electronic communications. Last year architects looked at the entire school layout and drew up plans which will provide a framework for the P&C's decision-making process. Di has developed a weighted average spreadsheet with explicit and extensive assessment criteria (which include categories such as safety, enhancing learning conditions) which can be applied to any proposed project to help come up with an objective assessment of merit/priority. She has also developed a Project Process which will facilitate the consistent and timely transition of projects from idea stage to P&C decision.

Playground update: work starts tomorrow. Heavy drilling equipment coming on 5<sup>th</sup> March for Eastern digging as struck hard rock. The engraved brick path will be relocated.

##### **b) Principal's Report**

This year there are 596 children in 24 classes. Total funding from the Department is \$158, 320 for the year (this is to cover classroom resources, casual relief teachers, urgent minor maintenance, gas and electricity, rates and sewerage.) Issues high on Craig's list are: Internet delivery of the newsletter; electronic community and school notice board; location of the new demountable (if and when it arrives – the 24<sup>th</sup> class is currently housed in the Science Room).

Still waiting on reimbursement of \$50K+ from Dept for Multipurpose Room. Air-conditioning: government has stopped rolling out air-conditioning so basically up to P&Cs. Our recent electricity upgrade should mean we have sufficient power but we're already \$5K over budget on electricity costs.

##### **c) Sophie Delazio**

Ron and Carolyn Delezio made a short presentation letting new parents know about the pamphlet they produced about Sophie (which was distributed to all Kindergarten children) and the larger brochure which is available from Leonie Seaton. They acknowledged the support of the school for the Day of Difference Foundation. They are making a video about difference and the staff has been very positive. Plan to produce a 'package' that will fit into the curriculum. Their aims are for Sophie to be integrated into the school and to normalize the situation as much as possible for everyone. They are available to answer any questions anyone may have at any time.

#### **V. School Services Reports**

##### **a) Strategic Planning Committee – Dianne McIntosh**

Has been no meeting as yet this year. The committee will soon call for nominations (staff and parent representatives). Two years is the usual 'stint'.

##### **b) Treasurer – Sharon Moore**

The P&C has two ways of **raising money** (in addition to the \$5K and \$10K pa contributed by the Canteen and Uniform shop respectively):

- (i) Contributions (voluntary) from families, which raise approx. \$74K per year.
- (ii) Fundraising, which raised approx. \$60K in 2006 (always budget on raising only \$30K so never caught short).

**Expenditure:** The P&C promises the school \$65K pa, which is spent on learning support, gifted and talented, library and IT. This year it's committed \$73K (so as to fund the learning support teacher for 4 days instead of 3 — the government has ceased funding the fourth day because our Basic Skills

results indicate we are not the school with the greatest need.) P&C also spends \$15K pa on a 'teachers' wish list'. Last year we spent an additional \$17.5K on classroom facilities (blackboards, art drying racks, notice boards etc); \$21K refurbishing the toilet blocks and \$7K on the playgrounds. This year the P&C has committed to spending \$5K on resources for the extra classrooms we're running, \$2K on a twice-yearly high pressure clean of the toilet blocks; \$42.5K on playgrounds (much of it work preparatory to installation of new playground equipment with Federal government grant money); \$4.5K on basketball posts; laminators and refresh of Eastern staffroom. After those things are covered, there is \$99K left in the bank, which is getting 6.5% interest on the short-term money market.

The meeting noted that Kirsty Almond has taken on the position of **Asst Treasurer**.

P&C Federation offers a **student injury insurance package** for \$4.85 per student (covers personal accident, injury and death on school premises during school hours.) \$2,900 premium; deadline 6<sup>th</sup> April. The school does not carry insurance so would have to sue the school if something happened. Discussion of whether this insurance would be worthwhile, given many people may already be able to claim under their private health insurance and one cannot claim twice for the same injury. Tony Stewart will get Libby Rankin to check it out, especially the exclusions. **Will vote on at next meeting.**

c) **Band – Cassie Kearns**

No report submitted.

d) **Canteen – Nikki Bendon**

No report submitted.

e) **Landscaping Committee – Daniel Long**

The first of the four annual working bees was held on the weekend. Put netting around base of various rooms to prevent balls rolling under.

f) **Arabanoo** – Before and After School Care – Jacqui Ross

Arabanoo is a non-profit organization managed by a parent committee. It has 30 morning, 50 afternoon and 40 vacation places. 100 families use it on a permanent basis, another 20 on a casual basis. Going through the accreditation process. Dates for 2007:

15<sup>th</sup> March — AGM; 23<sup>rd</sup> March — informal families' gathering; 6<sup>th</sup> May and 3<sup>rd</sup> November — car boot sales; 23<sup>rd</sup> November — families' Christmas gathering.

g) **School Spring FAIR – Cathy McGuigan**

Saturday September 8<sup>th</sup>. Have formed a Committee of 10 people who will co-ordinate the day. She advised that there will be a separate Fair newsletter. Plenty of ideas for stalls – everyone welcome to help/suggest etc. Discussing with Council about closing Lewis St from Ernest to No. 5 – issue is that it's a fundraising event. Committee is looking at sponsorship, fund matching etc – very aware of the need to raise money.

A decision on a Term 2 dinner yet to be made. Cathy Simonetti keen to get date, if function is to go ahead. Re thank you to teachers at end of year: Sue Palmer says teachers keen on a lunch in the hall rather than an evening function.

## **VI. Other Matters**

### **a) Air Conditioning**

Discussion of whether P&C should install air-conditioning in the 12 classrooms that don't have it. Department suppliers: \$4K per unit. Paive Knoke has researched other suppliers and can source them for \$1100. Dept won't service if not approved supplier but Paive has a friend who will service them for \$460 per year (?). Margaret Ryan expressed the view that we shouldn't be putting in any more air-conditioning in light of climate change. Richard Fechner noted that Councils will conduct environmental audits and advise on alternatives to air-conditioning eg window tinting, awnings.

**Motion:** that the P&C will install air-conditioning in the worst 3 or 4 rooms (probably the Bristols — Craig to identify exact rooms) and get Manly Council to conduct an environmental audit on the remaining rooms. **Passed.**

### **b) Kiss and Drop zone.**

Katherine Henderson will be back soon and the new program will commence. Involves older children acting as 'rangers', wearing special, highly visible clothing, monitoring the Kiss and Drop zone on a rotational basis. The newsletter will be the forum for reporting their observations. The police, rangers and councilors have all been/will be involved.

## **VII. Adjournment**

**Dianne McIntosh** adjourned the meeting at **9.35pm**