



## HPS P&C Meeting Minutes Tuesday 19 February 2019

**Members Present:** Paul Rupil, Sarah Coughlin, David Morris, Jennifer Moore, Jacqui Biffin, Rebecca Barrett, Sharon Laura, Sherrill Nixon, Suzie Potts, Kathy Lau, Amy Raneri, Sudhakar Prakasam, Amanda Warren, Jennifer Richards, Asha Robinson, Nicole Sheldrick, Carol Connolly, Bryony Mika, Carla Day, Philip Glasscock, Lei Xue, Michael Shuai, Christine Munro, Jonathan Mullins, Carmel Griffith, Kathryn Lim, Melissa Gillam, Rose Wright, Fiona Shadwick, Natalie Haddard, Nicholas Blackledge

**HPS Representatives Present:** Karlyne Jacobsen, Gaye Porter, Betty Favotto, Suzanne Curteis

**Apologies:** Jane Sanchez, Katie Martin, Sara Buonocore, Priscilla Mussone

### 1. Opening

Paul Rupil opened the meeting and welcomed members. Apologies are listed above.

### 2. Minutes of the previous meeting

Motion to accept the minutes of the previous meeting: David Morris

Seconded: Sarah Coughlin

Motion carried.

### 3. Principal's Report

Ms Jacobsen welcomed everyone to the 2019 school year and discussed staffing changes.

Due to the boundary changes the number of students in the school has increased to be around 670. There are currently 5 kindy classes but with more students possibly starting within the next couple of weeks this would push numbers to allow for 6 kindy classes. Should this happen the school will discuss how to move forward. One option is to create a new kindy class, but this could be disruptive to students as they have already started to settle in. The other option would be to use the extra kindy teacher to assist throughout the existing kindy classrooms.

The demountables are now onsite and placed in an area which doesn't take away from the playground or back paddock. This has put the progression of the groundworks on hold. Steps will be added to the entrance of the demountables next week once approved.

The school is looking at having additional satellite programs and at ways to extend the existing programs to include more students.

Ms Porter discussed PBL, noting that the school will be holding workshops through the year. Mr Baldwin is designing a bee Mascot in relation to the PBL. There will also be more parent forums this year.



The school is gathering quotes for softfall to go under the seating areas. There is a grant for air conditioning that the school would like to apply for.

The School's webpage is currently through a private provider but will soon be transferred to the department for better security and back up.

Ms Porter thanked the scripture and ethics volunteers who started their classes today. There will be some upcoming art projects. The swimming carnival will be held on Wednesday 27 February.

Ms Curteis is looking after sports alongside Mr Tran. PSSA summer sports have kicked off for years 4-6. For those not on a PSSA team, school sport takes place. There is a focus on skill development for those students. There is an AFL Gala day and the Woolworths Cricket Blast on the schedule for the year as well.

#### **4. Primary OshCare**

Hannah and Gabrielle from Primary OshCare gave an update on what is happening with before and after school care.

Due to the increase of students, there is now a waiting list for Tuesday, Wednesday and Thursday afternoons. Vacation numbers are also increasing

There are 12-16 staff onsite in the afternoons with 10 of these permanent staff. Each year group is assigned permanent staff members for afternoon tea to maintain consistency for the children and help build relationships.

There are many clubs on offer every afternoon including a homework club.

Primary OshCare helped at the Welcome BBQ and would love to be involved in upcoming school and P&C events.

#### **5. Treasurer's Report**

Dave tabled the treasurer's report, noting that the Uniform Shop has taken in around \$1000 more since the report was produced. The balance of the Uniform Shop and Fundraising accounts is a combined \$114,000. The P&C Executive discussed spending money at their meeting and followed up with discussions with Ms Jacobsen to get an idea of priorities and to assist in presenting proposals to the P&C members to consider.

The dirt areas under the seating around school has been talked about for some time and the quotes come in at around \$50,000. New quotes will need to be obtained to follow through with these works if the committee decided to support a proposal in this area.

**Action: Jen will work with the school to produce a map outlining the areas under seating and present to the committee at the next meeting.**



Another area discussed for possible spending of funds is air conditioning. There is a cool rooms grant which could go to help with some air conditioning and the P&C could look to spend some funds there as well.

**Action: Ms Jacobsen will send the P&C Exec a list of priority classrooms for air conditioning and a proposal will be presented at the next meeting.**

Other ideas of where money could be spent are welcome.

## 6. Subcommittees

Paul Rupil and Jen Moore gave an overview of the existing subcommittees and the background for each.

### 6.1. Cake Stalls

Each year we host cake stalls throughout the year which are assigned by year level. These stalls normally bring in an average of around \$1000 each and the children love them.

At the AGM last year no one volunteered to take on the role which is ideally run by a team of at least 3 or 4 people.

Amanda Warren, Suzy Potts, Nicole Sheldrick, Jessamy Eccles and Amy Raneri volunteered run cake stalls this year.

### 6.2. Events/Fundraising

Jen Moore, Jacqui Biffin and Kathy Lau volunteered to form the Events committee at the AGM. They then met to discuss plans for 2019 and created an event table to present to the committee with suggested events and dates.

Jen presented a proposal to run Trivia Night on Saturday 4 May with an outline of how the event would run and estimated profit.

*Motion: To approve \$6500 to run Trivia Night on 4 May – Sarah Coughin*

*Seconded: Amy Raneri*

*Motion carried.*

Jen presented a proposal to run a disco for years 3-6 on Friday 5 April. A disco for Kindy – Year 2 will take place in term 4.

*Motion: To approve \$1000 to run a disco for Years 3-6 – Sherrill Nixon*

*Seconded: Jacqui Biffin*

*Motion carried.*

Jen presented a proposal to run a Mother's Day in May, noting that this is an event for the children and not a fundraising activity. Prices will be set to make a small profit to cover any associated costs.

*Motion: To approve \$2500 to buy supplies for the Mother's Day Stall – Carla Daly*

*Seconded: Dave Morris*

*Motion carried.*



Each year the P&C purchases one Easter Egg per student which they receive after the Easter Hat Parade. Students with allergies receive Easter Eggs or chocolates that meet their dietary needs. Amy Raneri has volunteered to organise the eggs.

*Motion: To approve spending up to \$700 on Easter Eggs – Sherrill Nixon*

*Seconded: Jacqui Biffin*

*Motion carried.*

Paul Rupil proposed running an Easter Hamper raffle. Rebecca Delpy volunteered to organise the hamper and raffle. The winner will be drawn at the Easter Hat Parade.

*Motion: To approve up to \$200 to spend on the Easter Raffle – Sarah Coughlin*

*Seconded: Rebecca Barrett*

*Motion carried*

Sarah Coughlin would like to organise to have tea towels made and sold again this year in term 2 or 3. Each student will draw a self-portrait which will then be transferred onto the towels with the rest of their classmates.

Paul Rupil suggested looking into pre-ordering and paying online for some aspects of events. He is looking into Hey You or Skip. We also have 'Albert' which we can borrow from the Uniform Shop to use at events.

### **6.3. Grants**

A team is needed to look for and complete grant applications which could benefit the school. Sherrill Nixon, Carmel Griffith, Jennifer Richards and Amanda Warren have volunteered to join the Grants Subcommittee.

### **6.4. WestConnex**

Sherrill Nixon and Sharon Laura gave an update on the WestConnex project. Demolition has started at the old Muirs site. A WestConnex Community Centre has been established at the Kia site on the other side of Parramatta Road. This centre is only for the next stage not for the M4 East project.

Asbestos was found at the Muirs site and work was stopped. The issues are still under investigation, but work has recommenced. Concerns were raised regarding why work was started prior to a safety audit. Concerns were also raised regarding their notifying of the incident to the community and the school. It seems there was a delay in people being notified.

The EPA would like to attend a meeting at schools to speak to parents and the P&C regarding air quality. It was suggested to hold this on a night separate to a P&C meeting.

**Action: Sherrill Nixon will arrange a date and time for EPA to speak to the school.**



Sharon reported that she has had some success with reporting trucks driving on the roads where they are not allowed. She is happy to share the phone numbers and people to contact.

#### **6.5. Other subcommittees**

If anyone would like to join an existing subcommittee and create a new one, please email [Haberfieldpandc@gmail.com](mailto:Haberfieldpandc@gmail.com)

#### **7. Committee positions**

Geoff Morrow has volunteered to be the School Finance Officer.

Kathy Lau volunteered to fill the vacant Vice President position and was elected unopposed.

#### **8. Future meetings**

It was decided to hold P&C meetings twice per term.

**Action: P&C Exec to set meeting dates and circulate.**

Paul Rupil suggested trailing video conferencing for those who are unable to attend meetings in person.

**Action: Paul Rupil to organise video conferencing for the next meeting.**

Paul suggested allowing people to join electronically by filling out information and paying online via Flexischools. This has been set up and is ready to roll out. The committee supported moving forward with this suggestion.

#### **9. General Business**

A working/gardening bee will be discussed at the next meeting.

Concern was raised regarding campaigning at the school gates as entry and exit can be blocked and parents can feel harassed. As a P&C we are unable to demand that people move away from the school in these situations. It was suggested that a letter be sent to Jo Haylen and anyone else who sets up outside the school asking them to stay clear of the gates. Jen Moore suggested a friendly phone call would be a better way forward.

**Action: Jen to contact Jo Haylen's office.**

A discussion took place regarding the upcoming election and if we should host a sausage sizzle. Funding was requested but volunteers would be needed to run and organise.

*Motion: To approve \$800 to run a sausage sizzle on election day – Sherrill Nixon*

*Seconded: Kathy Lau*

*Motion carried.*

**Next meeting: TBA**