



## HPS P&C Meeting Minutes Tuesday 2 April 2019

**Members Present:** Paul Rupil, Jen Moore, Rebecca Delpy, Suzie Potts, Nicole Sheldrick, Nuala Ward, Kathy Lau, Sherrill Nixon, Carmel Griffith, Jessamy Eccles, Jonathan Mullins

**HPS Representatives Present:** Karlynn Jacobsen, Gaye Porter

**Apologies:** Dave Morris, Sarah Coughlin, Amanda Warren

### 1. Opening

Paul welcomed members. Skype was used to allow people to join in remotely.

### 2. Minutes of the previous meeting

Follow up on items from the previous meeting minutes were discussed.

#### Additional Classes

A decision was made to not divide students into an extra kindy class as that would be very disruptive. An extra teacher has been brought on-board as an alternative. This teacher is working with the other kindy teachers on extra projects and working with students who require additional help.

#### Demountables

Staff and students are very happy with the new classrooms. The school is awaiting a quote to fence off the space underneath.

#### Additional Satellite Programs

The aim is for these programs to start next term. Tournament of Minds and a few other programs are beginning now.

#### PBL

PBL is an initiative from the department beginning in 2016. Signage around the PBLs will be going up next term. Awards will be given out in relation to the PBL and will be the equivalent of a white award. There is a Reflection Room which is used when a student is not behaving appropriately. It is an opportunity to reflect on their actions as well as have a voice and talk to a teacher about what is happening.

#### School Webpage

The School webpage is now run through the Department of Education. Thought is being given to employing someone to manage the webpage.

#### PSSA

Suzie Potts raised the issue of the limited number of positions available for the different PSSA teams noting that the school is continuing to grow. AFL was moved to summer sport therefore less winter sport options and positions are available. She also noted that multiple tryouts were happening on the same day, therefore students had to choose one to try out for. It was also noted that touch football was only offered to seniors limiting the options for juniors.



Ms Jacobsen reported that it was a PSSA decision not School-based to move the AFL. Ms Porter reported that trials took place over multiple days to take into account any scheduling clashes.

It was suggested that additional teams could be put together but this would cause issues with staffing. Two additional staff are already brought in on Fridays to assist with teacher's PSSA commitments.

**Action: Ms Jacobsen will follow up with Ms Curteis regarding junior touch football.**

*Motion: Approval of the previous meeting minutes as a correct record - Sherrill Nixon  
Seconded: Nicole Sheldrick  
Approved*

### 3. Principal's Report

The School Hall is undergoing needed repairs and will not be accessible for 2 months. Seepage is coming from underground. The floor will be pulled up to allow engineers to investigate. Once the problem is fixed, a cement floor will be poured and timber will go on top. Music and after school programs have been moved to other areas.

Harmony week was successful. Thank you to the organising team.

The school has applied for a Westconnex grant for three air conditioners. The school is also looking at purchasing another 10 air conditioners and have created a room priority list. Each unit will cost around \$4000.

Sherrill Nixon asked if the school would need to follow any terms and conditions in promoting Westconnex positively or doing any promotion if the grant application is successful. Ms Jacobsen will look into this.

Quotes have been received for painting around the school including playground markings.

The space behind the demountables would be an ideal creative learning space and this is being looked at further. Ms Jacobsen asked for input from P&C members. Nicole volunteered.

Mr George will be retiring at the end of the term. Maroun and John will be sharing his role until it has been filled. Helen will be retiring at the beginning of term 2.

The School is looking to host parent workshops in term 2. The first will be around Naplan.

There was a discussion regarding the planned groundworks in the grass area and underneath seating. Ms Jacobsen asked for P&C reps to work with the school to determine a design before the project can move ahead. Paul, Suzie and Kathy volunteered.

Automatic gates are needed for the Denman entrance and will cost around \$40,000.



Quotes are being obtained for another sail/shade-cloth for the top courtyard to help cover a larger area.

Nuala Ward asked about the swimming program as the students in Year 3 did not have the opportunity to do an intensive program while in year 2 due to Ashfield Pool closing. She suggested that they could do it this year. It was noted that this will be an ongoing issue until Ashfield Pool has reopened. Ms Porter reported that the Year 2 teachers are trying to find a pool for the swimming program this year.

**Action: Ms Porter will speak follow up regarding the swimming program.**

Ms Jacobsen shared the sad news of the passing of Kenneth Toh, a former student, who was a wonderful person and will be greatly missed.

#### 4. Treasurer's Report

Dave was an apology but his report was circulated prior to the meeting.

There was a discussion about contributing to funding for the work to be done under the seating. New quotes need to be obtained. Jen Moore will attend a walk around when quotes are being done in order to provide a map of areas to be worked on. This will be presented to members prior to decisions regarding approval of funds towards the project.

**Action: Ms Jacobsen will report back on the status of quotes for groundworks and for work to be done under the seating areas.**

Paul asked if the school could investigate how many further classrooms need air conditioning and quotes so that they P&C could discuss contributing funds to the project.

**Action: Ms Jacobsen will report back regarding additional rooms that require air conditioning.**

*Motion: Approval of the Treasurer's report - Jen Moore*

*Seconded: Jonathan Mullins*

*Approved*

#### 5. Parking

Jen Moore reported that parents are continuing to raise concern regarding parking around the school and people disregarding the rules of the 'kiss and drop' area. Quotes were obtained for signage to go on the fences. Nuala Ward suggested contacting council about supplying signs before purchasing any.

**Action: Jen Moore to contact council regarding parking signs.**

#### 6. Subcommittees

##### 6.1. Cake Stalls

The first cake stall took place on 27 March. There were issues with lack of food and children missing out. Parents also lined up at 2:30, therefore students had to line up after them and missed out.



Nicole Sheldrick has spoken to the school regarding ways to improve the cake stall. There will now be three lines with stock spread evenly amongst them. One line for parents, one for K-2 and one for 3-6. Selling will not begin before 3pm. Parents cannot use the students line. Information will be sent home regarding the changes. Teachers have been asked to market the event and remind students in the lead up.

## 6.2. Events/Fundraising

### Disco

A disco was held for Years 3-6. While there were some behavioural issues, the majority of the students enjoyed themselves. Inviting teachers to assist with supervision at future discos could help prevent some of the issues. It was also noted that there wasn't enough pizza. Three slices per child has been allocated but some reported they only had one as some made multiple trips to collect food. A better system needs to be put into place to ensure everyone receives their allotted servings. A K-2 Disco is planned for Term 4.

### Easter Raffle

A \$200 budget did not allow for professionally printed raffle tickets. Thank you to Kathy Lau for creating and printing all of tickets. Donations were obtained to add to the chocolate hampers. Winners will be drawn during the Easter Hat Parade.

1st place - \$100 voucher for Pappardelle and a chocolate hamper

2nd place - \$50 UTS Rovers voucher and a small chocolate hamper

3rd place - Mini chocolate hamper and a biscuit tray from Papa's

### Signage

In the lead up to the Air Quality meeting borrowed sandwich boards were placed outside the gates with reminders on them. These seemed to be very effective. Jen will attempt to obtain some for free but if unsuccessful the P&C will buy some.

*Motion: Approval of up to \$210 for the purchase of sandwich boards - Paul Rupil*

*Seconded: Suzie Potts*

*Approved.*

### Trivia Night

Trivia Night has been moved due to the work in the School Hall. Jen is looking at other venue options.

Donations are starting to come in. A letter will go home with students asking for families to donate items to create hampers to be used as silent auction items.

Tickets are being sold via Flexischools.

### Mother's Day Stall

At the previous meeting a motion was put forward to spend up to \$2500. This amount was incorrect and should have read \$3500.

*Motion: Approval of up to \$3500 for Mother's Day Stall merchandise - Jen Moore*

*Seconded: Nuala Ward*

*Approved.*



### Election Day BBQ

Funds were approved previously for this event but no one is available to organise.

*Motion: Approval of \$200 to replenish stock of utensils and tablecloths - Jen Moore*

*Seconded: Nicole Sheldrick.*

*Approved*

### **6.3. Grants**

Carmel Griffiths submitted a grant application with the Inner West Council which was for assistance with running costs of organisations such as P&Cs.

Sherrill Nixon reported that quotes for the groundworks and air conditioning is needed before applications can be completed.

### **6.4. WestConnex**

Sherrill Nixon reported on the Air Quality meeting which was held in the School Hall. Around 50 people attended. Two EPA reps and two reps from NSW Health attended. The rep from OEHL was held up and unable to attend.

**Action: Sherrill will follow up with presenters regarding their presentations and circulate to members.**

One year of data has been collected from our monitoring station and there will be investigation into the PM2.5 readings being above range. The main concerns from parents were around health and respiratory illnesses in the community. It was suggested that a study be conducted but reps on the night stated that the sample size would be too small.

**Action: Sherrill will send around notes from the meeting.**

The Woolworths DA is up on the council website.

**Action: Sherrill to put together a submission on behalf of the P&C.**

It was noted that work on the Woolworths site will be taking place at the same time as work on the Muirs site. Carmel Griffiths reported that the crossing is at the Bland St and Parramatta Rd intersection is getting worse. She has been contacted Westconnex to demand they make it a safer crossing.

## **7. General Business**

Jen Moore received flyers for the entertainment book.

**Action: Jen to email members to see if anyone is keen to run the entertainment book fundraiser this year.**

**Next meeting: 14 May 2019**