



## HPS P&C Meeting Minutes Tuesday 26 June 2019

**Members Present:** Jen Moore, Sarah Coughlin, Rebecca Delpey, Nicole Sheldrick, Nuala Ward, Kathy Lau, Dave Morris, Carmel Griffith, Jonathan Mullins, Rebecca Barrett, Jacqui Biffin, Bryony Mika, Leanne Eastway, Lauren Chamma, Saha Ayala, Natalie Haddad, Michael Shuai

**HPS Representatives Present:** Karlyne Jacobsen, Gaye Porter, David Collins-White

**Guests:** Taylor Geraghty, Hannah Blythin

**Apologies:** Paul Rupil, Amanda Warren, Uta Minh, Clare McCarthy, Sherrill Nixon, Sharon Laura

### 1. Opening

Sarah Coughlin chaired the meeting as Paul Rupil was an apology.

### 2. Minutes of the previous meeting

*Motion: Approval of the previous meeting minutes as a correct record – Jonathan Mullins*

*Seconded: Jacqui Biffin*

*Approved*

### 3. Principal's Report

Reports will be sent home on Monday. Parent meetings are taking place this week and next.

A P&C representative is needed to sit on a panel for teacher recruitment.

*Motion: Michael Shuai to sit on the panel as the P&C representative – Jen Moore*

*Seconded: Kathy Lau*

*Approved.*

A meeting regarding groundworks took place with Nick Stevanovic who will lead the project. Jen Moore and Michael Shuai who are P&C representatives on the subcommittee were in attendance.

Two new satellite programs are kicking off. The illustration program will be run by Mr Baldwin and the photography by Ms Elks.

Kindy tours have commenced. There is a new enrolment policy capping out of area enrolments.

Gaye Porter thanked Jacqui Biffin for assisting with Operation Art.

David Collins-White reported that HPS had the most representatives at the Inner West Music Festival which was held at Burwood Girls High School. Some of the students spent their entire day at the festival and the backed up to perform for Dance Sport that evening.



The school has been replacing interactive whiteboards which have started failing. There will be six remaining boards that will need to be replaced soon.

#### 4. Treasurer's Report

*Motion: Approval of the Treasurer's report – Jacqui Biffin*

*Seconded: Rebecca Barrett*

*Approved*

#### 5. National Tree Day

A proposal from the SRC was circulated to members prior to the meeting.

*Dear Haberfield P&C*

*We, the School Representative Council (SRC), would like to participate in Schools Tree Day, Friday 26 July. National Tree Day was co-founded in 1996 by Planet Ark and has now grown into Australia's largest community tree planting and nature protection event. With your support, students from Haberfield Public School will be able to join thousands of other Australians students on this day to plant one million new native trees and shrubs across the country.*

*We would like to plant 20 new native tube-stock on Friday 26 July in the two memorial gardens located in the school playground, close to the weather shed. Small native shrubs, grasses and groundcovers will not only enhance our school playground but will improve biodiversity in our immediate natural environment. The gardens located in our school grounds are experiencing soil erosion after years of children playing in and around them and our large trees will suffer as a result if we do not replenish and protect the soil around their roots.*

*Tube-stock are very small native seedlings that will require care and protection over the coming months to enable them to grow into bigger plants. We have included a budget to show you the cost of the plants and the soil, mulch and equipment we need to plant and protect our new native seedlings, as well as our existing trees. We will also like to put some information signs in the gardens to explain our involvement in National Schools Tree Planting Day to our student and parent community.*

*If any parents can volunteer on the morning of Friday 26 July, we would be very glad to have help in our planting and mulching activities. We would also appreciate assistance from the parent community (if anyone has the skills) to create some signage for us.*

*We appreciate your support very much.*

*Thank you.*

*Haberfield Primary School SRC*

Leanne Eastway gave a summary of the proposal on behalf of the students. It was suggested that the school see what supplies, such as trowels, they already have which could assist with the project and save money.



*Motion: Approval of \$500 for National Tree Day – Sarah Coughlin*

*Seconded: Bryony Mika*

*Approved*

## 6. Primary OSHCare

A full report which highlights programs, National Quality Framework, community involvement and communication was provided and can be found on the P&C website.

Taylor Geraghty is now the Centre Coordinator and Hannah Blythin is the Regional Manager.

There is space for 90 children before school and 179 after school. Mornings are close to capacity and almost all afternoons are fully booked. Those in need of casual care must request so online or in the casual booking diary and have the booking confirmed by an educator before attending.

Hannah thanked the P&C for including Primary OSHCare in events such as the Welcome BBQ and Trivia Night and noted that they would like to continue to be involved in upcoming events such as Movie Night.

Sarah Coughlin asked what the plans are for the garden beds next to the building. The garden beds belong to the school. The School will meet with Taylor to discuss who will plant and maintain this area.

## 7. Groundworks

Jen Moore and Mike Shuai met with Karlyne Jacobsen, David Collins-White, Dave Thompson who visited last year and organised quotes and with Nick Stevanovic who will now manage the project. Other members of the subcommittee were unable to make the meeting but were given a summary of discussions. Nick explained that a project of up to \$150,000 can be managed by him and anything over that goes further up the chain and becomes more complicated.

The old estimates had the grass area between the court and playground being fixed for just under \$100,000. The under seats areas was then around \$50,000. It has been acknowledged that these quotes will be need to be reissued but as the scope remains the same, there should be very little, if any, change.

The proposal moving forward is that this is marked as a \$150,000 project. The school will contribute \$100,000 and is asking the P&C to contribute \$50,000.

The project is initially to do the grass area and some of the surrounds such as the cracked concrete and trip hazards. All money remaining from the \$150,000 would then move to doing under the seats. It does need to be a two-step process as it can't all be done at once and it means there is contingency money if something comes up during the works on the grass area. If this were to occur we could always fundraise for more funds specifically under the seats to top up the budget.

We discussed concerns raised and they assured us that the grass won't get too hot, citing many other schools that have it and that the safety has been looked into. We



talked to use about management of the area and ensuring we get as many years as possible out of it. It could last up to 20 years or more if properly maintained. Dave explained materials used such as the grass which is produced locally. At the point where it does need replacing, the material is recycled. In regards to trying to plant and grow new grass, that has been tried several times and failed each time.

In regards to the design, from the beginning it has been discussed at P&C meetings that they aim would be to level it out and create a multipurpose playing and sports area which would include lines for various games. This is still the plan. Ms Curteis will be involved in terms of what lines we need as part of the subcommittee and as the sports coordinator at school.

Steps to go ahead:

- Table proposal at P&C meeting.
- If approved, funds are all sent to Asset Management.
- Damien who did the original quotes will come back on board and requote and work with the school on drawings and final design.
- The subcommittee will continue to be part of this process.
- Once all is ready to go ahead, the area will be blocked off for two weeks to spray the grass and kill all grass and weeds.
- It will then take 2-3 weeks for the work to be completed. As there will need to excavate and level the area it would be ideally done during school holidays so that they could access through the day rather than out of school hours and on the weekend. Possibly October holidays would work.

*Motion: Approval of \$50,000 to go towards the groundworks project – Sarah Coughlin*

*Seconded: Dave Morris*

*Approved*

## **8. Sensory Garden**

Jen Moore met with Betty Favotto to discuss the sensory garden and how the P&C can help finish the project. The history of the project was discussed. When the sensory garden was installed a couple of years ago, the final product was not what was designed or wanted. The initial idea for it to be not only a sensory garden but a play area for the kindy classes as they settle in. It was meant to be an interactive space with winding pathways, plants, a stone wall and areas for students to sit. A shed would be needed to store supplies. A shade cloth was also discussed.

It was suggested that no further money be spent to plant in an area that isn't designed appropriately and therefore won't be used as intended. Instead it would need a complete overhaul and therefore be a large project which would need funding. Carmel Griffith volunteered to look for small grant options. It was suggested that we look at grants from Jo Haylen as well.

## **9. Recycling**

Carmel Griffith works for a waste management company who has been doing some with the Department of Education to reduce waste. Carmel presented an example of a school



waste profile and suggested implementing mixed recycling at HPS using a staggered approach. A lot of work will need to be done behind the scenes to get this idea off the ground and maintain it. P&C members and school staff were supportive of this approach. Carmel will have further discussions with the school and bring updated to the next P&C meeting.

#### **10. Swimming Program**

Sarah Coughlin asked if there were any updated in regards to the current year 3 students who were unable to participate in the swimming program last year due to Ashfield Pool being closed. Gaye Porter reported that Suzanne Curteis has contacted Canterbury pool but there was not a program suitable as they could only accommodate a few days. Gaye will follow up with Suzanne for an update to share with the P&C.

#### **11. Survey Results**

Jen Moore presented a summary of the survey results. The complete results as well as summary can be found on the P&C website.

Sarah Coughlin suggested using the noticeboard near the canteen to help with communication. Carmel Griffith has purchased sandwich boards which can go next to the school gate to highlight important dates and messages.

Bryony Mika noted that there has been a lot of discussion in the media recently regarding fundraising and schools cost shifting. This lead to a discussion regarding the perception around events and fundraising that the P&C does and where the money goes. It was noted that sometimes a by-product of holding events is fundraising but not the sole intention.

It was suggested that the P&C better communicate where money raised has been spent. Jen Moore will create a summary of money spent over the last few years and add to the website as well as in an Enews to families.

#### **12. Open Floor discussion**

Sarah Coughlin reported that the parking patrol trial has been working well and traffic has been flowing. A few people have argued but there have been no major incidents. Some parents suggested banners/signs on the fences.

#### **Subcommittees**

#### **13. Cake Stalls**

The new line system has been working well. We have had two cake stalls 24th May & 21st June and are pleased to say most people have given us positive feedback about the three line system. On Friday everyone automatically went to their lines, so little control was needed on the lines.

The amount of stock we have had for Yrs 5 & Yrs 4 cake stalls has been plenty and we have had a little bit of stock left over but not a significant amount.

The next Cake stall is scheduled for 9th August (Year 3). Year 2 cake stall will be coordinated with Movie night.



## 14. Events/Fundraising

### Bay Run

The Bay Run will be on Sunday 4 August. Information has been sent to families and reminders will go out the first week back for Term 3. Last year we did not have enough shirts, particularly in the smaller sizes.

*Motion: Approval of up to \$200 to screen print more shirts – Nicole Sheldrick*

*Seconded: Jonathan Mullins*

*Approved*

### Outdoor Movie Night

Outdoor Movie Night is scheduled for Friday 20 September. There will be a sausage sizzle but families are welcome to bring a picnic. There will also be a cake stall. Volunteers will be needed to work on the night. Further information and a call for volunteers will go out early term 3.

## 15. Grants

Carmel Griffith has been looking into grants but it is too soon to put in anything to assist with recycling as plan forward needs to be agreed upon. If anyone comes across grants which could benefit the school please contact Carmel.

The school received a WestConnex grant which will cover the cost of two air conditioners. They have also put in for the cooler classrooms grant but have yet to hear back.

## 16. WestConnex

Sherrill Nixon and Sharon Laura were apologies as they were attending a WestConnex meeting. It was noted that parking around the school has improved.

## 17. Any other business

David Collins-White reported that the company that supplies interactive whiteboards is having a special and asked if the P&C would consider funding the remaining six needed interactive whiteboards for a total of \$27,000.

The members discussed the proposal and supported the idea, agreeing that it is vital that all students have access to new boards as they are a critical teaching tool and the old ones are failing. They also agreed that the proposal should be on the agenda and flagged ahead of meetings prior to voting.

It was decided that the proposal would be included in the next meeting agenda and voted on then.

**Next meeting: 6 August 2019**