

# Belrose Public School P&C

## Meeting Minutes

14<sup>th</sup> May 2019

**Attendees:** Jo S, Heather N, Peter D, Belinda Z, Julie C, Leissa D, Tanya S, Jeanette B, Susan H, Rebecca K, Belinda H, Lisa W, Elise C,

**Apologies:** Miriam W, Sharon J

**Location:** School Staff Room

---

Meeting Opened: 7.20 pm

**1. Welcome**

**2. Minutes of the last meeting**

- Minutes from April 2019 meeting approved by Peter D. Seconded by Lisa W.

Outstanding Items

- Awning – tabled no discussion.
- Uniform Shop Liaison – Jo S to speak to Lou W

Action Items from this meeting:

- Liaise with Uniform shop to feedback to meeting and look into invoices - Jo S and Peter D
- Investigate Flexischools or similar to move forward ASAP – Julie C and Exec
- “square pay” or similar in canteen for fair – Jo S

**3. Correspondence -**

- Minutes to be sent to the office to put on the website as done previously, Belinda has already put the principals reports on – Heather N

**4. BOHSC Report –**

- Weekly Newsletter presented by Belinda Z – on file

**5. Principal’s Report – Belinda Zorian**

- Report tabled: Attachment One

## 6. Disco – Rebecca K

- Rebecca has a folder full of information of all the events she has done to help the planning of future events.
- In future, whoever organizes the events should know who has volunteered on trybooking and what they have volunteered for – hopefully moving forward with ‘flexischools’ or similar will help this
- Future discos should consider a separate ‘parent area’ away from the main doors as having them there promotes spending and increases profits
- At every event we need a ‘go to’ person who is not assigned a specific area but goes between areas to ensure things are running smoothly and people know where they are meant to be and what they are meant to be doing.
- Overall Rebecca was very pleased with the parent and child feedback from the event and combined with profits felt it was a successful occasion

## 7. Treasurer’s Report – Peter Davis

- Volunteer P&C family/beautification contribution has about 100 families paid so far
- General Fundraising appears low as the expenditures have been taken out and the allocation of funds is not yet in.
- Canteen is showing at a loss at the moment as some bills have been paid in advance and some have to be allocated to different areas (disco purchases etc)
- Uniform shop - \$22K spent on stock – Peter to review the invoices and look into it.
- Band – invoices have been sent out but money is slow to come in – not yet at due date though
- Issue with the Commbbox invoicing – will be redone
- Question raised about a small ‘Tap to Pay’ device for the Canteen for the Fair – Jo S to look at ‘square pay’ as an option consider merchant fee etc

## 8. Band Report – Lisa W

- All invoices issued – 11 paid so far, 1 part pay – due date not til 8/6/19
- Janella F and Katie A happy with how things are going
- Performance band workshop taking place at the end of May
- Maintenance costs for the instruments is still to come in – unsure if it is close to the \$3000 – waiting for it to be finalised

## 9. Canteen – Julie C

- Looking at options for flexischools or similar to go fully online for Term 3 (hoping to test in the last 2 weeks of term 2). Unsure at this stage of equipment needed – printer/laptop etc. Order time will cut off at 9am. The who process will save time and require less ‘hands on’ work

- New supplier with the hope of having one supplier for most products, good opportunity to further tweak the menu and have more Healthy Schools options
- Dim Sims were trialed and seemed to be a success so they will roll out starting Monday at recess.
- Approached by Forestway sushi to be our supplier for sushi - its nut free, good quality, same variety and will offer us free delivery for orders over \$50 so will save us calling for volunteers for this job. We will change from Term 3.
- Upcoming Election Day – urgently need more volunteers – will promote heavily on Facebook to try to fill all the spots. Will also use Facebook to promote our sausage sizzle and bake sale on local community pages top drum up patrons.
- Northern Beaches Council did a hygiene and food safety inspection of the canteen and we got 5 stars – Excellent – well done Julie C and thanks for all her hard work
- Jo S and Julie C going on the promotional cruise offered by ASCA

#### **10. Uniform –**

- Uniform committee is working hard on options for a new girls alternative shorts/pants as per government directive.

#### **11. Fundraising –**

- Earn and Learn – school will keep their donations this year.
- Girls Night Out – 1<sup>st</sup> June. Save the date is out and the team are working hard to put together a fabulous night.
- Election Day BBQ - push on Facebook and get class parents to email to call for more volunteers
- Parents Social Night – still trying to find an appropriate date ? Week 2 Term 3 3/8.

#### **12. Fair – Leissa D**

- Big effort has been made in sponsorship by the amazing sponsorship team – invoices will be going out and contracts signed
- Website is to be updated and Instagram account set up
- Northern Beaches Council has said they will promote it on their pages and Michael Reagan will open the Fair and do an activity
- Moving ahead with various things being booked
- Rides will be on the oval – Dodgems, Body Rock etc
- Signs to go up at election
- “shout out” page has been sent to Belinda Z/office to email to parents for friends and family to make donations/contributions
- Markets are being taken care of

- IGA to sponsor around \$500 depending on their 'community grant' – currently looking into it
- Left over face paint and other equipment as well as laminating pouches – Leissa to see that no more money is spent on these things
- Showbags this year will have a limited stock and limited range – when they sell out, they sell out – lessons learnt from last time
- Leissa D and Peter D are to approve all costs and budgets before anything goes ahead.
- “Everything is where it should be. On schedule” – Leissa D

### **13. General Business -**

- Interrelate – question raised who has taken over from Pamela ?Miriam W. Belinda Z confirmed it has been booked for 27/8.

Meeting Closed – 8.50pm

Attachment One: Principal Report

## P&C MEETING TERM 2 WEEK 3 2019 - PRINCIPAL'S REPORT

### THANK YOU P&C

Thank you for organising the Mother's Day Stall. Kindergarten particularly enjoyed the independence of choosing a gift for their Mums.

### STAFF DEVELOPMENT DAY

The staff attended Forestville PS for a P/L session on Growth Mindset.

-Why do we need a growth mindset? Setting the context.

-What do we mean by a growth mindset? Theory and Practice

-Strategies for building a culture of growth mindset – growth ladders and growth coaching.

On the first Thursday, from 3:30-6:30pm, as part of the half day of Staff Development Day at school they collaboratively planned teaching/learning activities for Term 2.

### 2020 KINDERGARTEN INFORMATION DAY AND NIGHT

We had a highly successful two information session last Thursday in the morning and evening.

Thank you for the outstanding entertainment by our K-2 choir, Concert and Performance Bands, Years 2-6 choir and to Charli Marks and Caelan Barros for their fine speeches. Mrs Green and I presented as well as the Exec conducted tours of the school. We had 50 people attend and about 22 groups. We continue this term with our School tours, when requested. I emailed the parents who attended and asked them to reply email me with any questions or comments. We currently have 4 enrolments, with last year at this time being 10. We will attend the preschools in term 3. We go above what is required with marketing our school to the local community.

### YEAR 6 SHIRTS

Beginning in fourth term with the designing of the shirts in Term 4 by Year 5, Caelan Barros' design was selected by his peers. The students will be wearing their shirts this Thursday. You will not miss them!

### REPORTS

Reports will go home on Friday of Week 9. In Kindergarten, students receive a comment only of their progress. Their progress is being collected each lesson. In Year 1, this will be the first time that they receive a grade from A to E. EAL/D students receive an additional report.

Seesaw is certainly closing the gap between parent's knowledge about what is going on at school eg Stage 3 students recording their vocals whilst playing the ukuleles, student writing with completed rubric and feedback from the teachers and students. Parents of years 3 and 4 have been informed of how you can get access to the Seesaw app. An opt out of the process note has been sent home.

### STRATEGIC DIRECTION 1 - LEARNING

Our direction outlines the differentiation of literacy programs. In the Professional Learning Room, we continue with three sessions in our Celebration of Learning Data wall focusing on the writing component-audience, construction of ideas, purpose and audience, spelling, grammar, handwriting, paragraphing, computer skills, descriptive language.

Each piece of paper forms 'learning data' and has a child's name and photo and a place to record data over three years. Each stage has a different colour. Student work samples are assessed amongst teachers and the students are placed at three levels – working beyond, working at or working towards. Using the Literacy Continuum's 'Aspects of Writing' component we are recording where the students are along the continuum. Where we require further alternative information we will be using the literacy progressions. As a staff, we will take the best information from the continuum and the literacy progressions and use this to plot the students. The purpose of the data wall is not just to assess the student but the discussions and planning from the data.

Following a meeting with Lucas Rojas' Uncle, Andrew Rojas, Principal of a Central School in London, his students are currently writing letters to our stage 2 teachers.

Kirsten Wedlcok has bought all of the Children’s Awards Books for the library and teachers. Her units of work will now be a literature-based unit. Both stage 2 and 3 have purchased additional literacy resources.

Mrs Meikle began the first of her Quality Teaching Rounds with teachers from Wakehurst and Kambora observing her Writing lesson. She scored particularly high with strong student and teacher feedback being a highlight mentioned by the teachers which will guide the students with their next learning progression. All stage 3 teachers will have 3 days in total to complete the rounds.

INTELLECTUAL DOMAIN	ENVIRONMENTAL DOMAIN	SIGNIFICANCE
Deep Knowledge	Explicit Quality Criteria	Background Knowledge
Deep Understanding	Engagement	Cultural Knowledge
Problematic Knowledge	High Expectations	Knowledge Integration
High Order Thinking Skills	Social Support	Inclusivity
Metalanguage	Student self-regulation	Connectedness
Substantive Communication	Student direction	Narrative

#### **ENVIRONMENT GRANT**

We had a meeting with a landscape designer and will complete some drawing for a cost. Her children’s school worked with Lend Lease to complete their garden for free.

We are applying for a Commonwealth Community Grant for \$20 000. Once I upload a photo, I will forward this to the P&C for confirmation.

#### **STRATEGIC DIRECTION 2 - TEACHING**

##### **LEADING TEACHING FOR ENGAGEMENT**

##### **IMPROVEMENT - INNOVATION AND CHANGE**

##### **STEM-Science, Technology, Engineering and Maths**

Students are using rich literature within weekly lessons. One of their mentor texts is the rich literature ‘Curiosity’. Stage 3 students are completing their projects over time. Beginning in term 1, students used their background knowledge around the unit of Living Things in Library and Earth and Space in class. Linked with Geography unit, the extremophiles. They wrote a persuasive text pitch to be allowed to use the equipment to design test and prototype a new solution to create an interplanetary roamer for exploring life. Student success criteria for is that the thing needs to launch, land and complete a task. Students fortnightly report to the teachers through the Belrose Aeronautic Space Agency (BASA). They reflect on is it working and why, if it is not working and why around the design process. There is also a social aspect. It is linked to the maths syllabus around problem solving, measurement, probability and data. It will result in a student design with student voice. The Mayor, Michael Regan has re-arranged his schedule to be here from 5:30pm-6:30pm. Our Director, Sally Egan, will also be attending.

K-2 teachers are completing a stocktake of learning resources specifically to assist our students in Mathematics.

We have purchased new coding materials and hummingbirds for Years 3-6.

#### **SCHOOL UNIFORM**

The uniform Committee consists of Bec Keiller, Sue Hefford, Karen Judson and student reps, Charli Marks and Sarah Whelan.

Phase 1: Charli Marks and Sarah Whelan have tried on samples and taken photos.

Phase 2: Committee looking at photos, have provided feedback and further samples have been requested. We are pleased with the Summer option of:

Students wear the Winter uniform next term with the compulsory wearing of it following the Long weekend. Tights are not compulsory so socks can be worn.

#### **CAPITAL WORKS IMPROVEMENTS IN THE SCHOOL**

The re-roofing of three blocks is continuing. The company have been very obliging with requests to stop work during NAPLAN testing with supervision at delivery times. Wakehurst and Kambora are getting their whole school re-roofed so our disruption is only minor.

Further work includes

#### **JAPANESE DAY**

Thank you to Mrs Iwakura for organising the special day for years K-3.

#### **EXTERNAL VALIDATION**

The draft copy is due next Thursday with 25 percent of it completed.

#### **SPORT**

K-2 Gymnastics

Week 3 – PSSA Winter Trial #1

Week 4 – Zone Cross Country

Week 5 – PSSA Winter Trial #2

Week 6 – Winter sports and tennis begins

#### **ANNUAL SCHOOL REPORT**

At the next P&C I will be only presenting the 2018 Annual School Report and not a Principal's report.

Belinda Zorian

1 May 2019