

Belrose Public School P&C

Meeting Minutes

February 13, 2018

Attendees: Jo S, Miriam W, Andrew F, Belinda Z, Lisa W, Peter D, Linda L, Zoe H, Julie C, Heather N, Belinda H, Elise C, Manfred Y, Leissa D, Samantha C, Claire C, Sharon J, Andrea O

Apologies: Bec K, Shaun D, Christie M, Prue M

Location: School Staff Room

Meeting Opened: 7.08 pm

1. Welcome

2. Minutes of the last meeting

- Minutes from December 2017 meeting approved by Linda L. Seconded by Andrew F.

Outstanding Items

- P&C noticeboard to be hung -

Action Items from this meeting:

- Mrs Wilson farewell gift. **Executive**
- Paver Project – notification to be sent to people who placed an order regarding the project no longer proceeding. **Miriam**

3. Correspondence

- Email from Mrs Stephens thanking P&C for contribution to staff end of year/Christmas breakfast.

4. BOHSC Report –

- No report
- Tender process complete. Selection made. New lease to commence Term 2.

5. Principal's Report – Mrs Zorian

- Principal's Report tabled. Full report (Attachment A)

- Summary:

2018 Classes formed on Day 1.

3 new enrolments. 5 additional students would mean another staff allocation.

Mrs Wilson resigned. Hope to have her return for a farewell assembly.

Jan Cohen learning support Coordinator.

Mr Tom Davidson new AP stage 3.

Jennifer Lawrence new counsellor Tuesday's.

Kindy SLSO full time. Mrs May & Miss Kirsty May.

New home reading program. Literacy programs will benefit from parent helpers in classrooms.

Speech therapist has commenced.

Wellbeing meditation will commence next Tuesday.

\$100 000 funding toward technology. 21st century learning.

New carpet library.

Super kid's system continues. Green for 2018

Assembly fortnightly.

6. Treasurer's Report – Lisa W

- Lisa to hand over all documents to new treasurer Peter Davis.
- Budget meeting to be held by executive prior to next P&C meeting.
- \$60 000 approved as P&C contribution for kindy SLSO

7. Band Report – Andrew F

- Band commenced back today.
- Training band has had a good response. Allocation before Feb end.
- Welcome BBQ. Fantastic event. Well attended. Thank you to volunteers. Fabulous music.
- Request for continuation of instrument replacement as done last year. \$9000 last year.
- New instruments required- 2 Alto Sax. 2 Trumpets. \$1650 + \$1100 each.
Discussion: agreement to continue to support band program with purchase of new instruments. Approved purchase up to \$9000 (as budget last year).

8. Canteen – Julie C

- Canteen liaison Julie Cincinnato.
- New canteen guidelines to be fully implemented by year end. New products are becoming more readily available to meet these new specifications. Julie and Jenny will be having a sampling day to trial new options.
- New menu planned Term 2.
- Some items that will be removed: Spring rolls, Chicken nuggets, Meat pies, possibly Sausage rolls? Fresh food items to be included.
- New sushi supplier
- Plan to launch new menu with clear explanation as to the reason for changes. Positive promotion.
- Alongside new menu will be looking at procedures manuals covering quality assurance, waste minimization, portion control etc.
- May be small price increases.

- Budget items: ovens will need resealing. Possibly also one of the deep freezers.

9. Uniform – No report

- Boys socks have arrived.

10. Fundraising –

- Colour Fun Run- to be held Friday 13th April. Coordinators: Shaun D, Christie M
- Fundraising Brainstorming Meeting- as done last year, a brainstorming meeting will be held at the Belrose Hotel in coming weeks. Aim for a two-year fundraising plan.
- Paver's project. Discussion: agreed to put project on hold. Interest low. Few orders. Suitable location not currently obvious. To re-visit and investigate other ways to present a commemorative project more creatively. Notification to be sent to those who had placed an order with refund of cash payment or cancel of credit card order. **Miriam**

General Business –

- *Cheers and Tears 2018*: Thank you to Zoe Heaton for hosting this event. Reports it was a well-attended and successful event. Approx. 20 parents.
- *Mrs Wilson Gift*: As Mrs Wilson resigned in the holidays there was no opportunity to hold a farewell. Mrs Stephens, as staff social coordinator, is making attempts to have Mrs Wilson return at some stage. P&C will present a gift as is done for all leaving staff.
- *Term Award Listings*: It was raised that unless attending an awards event there is no notification of who receives end of term/ Year 6 end of year awards. Mrs Zorian will look into having these awards listed in the newsletter.
- *Rubbish bins*: Query as to whether we have plastic recycling bins at the school. Currently we do not.

Meeting Closed 8.40pm

Attachment A: Principal's Report - Page 4

P&C MEETING TERM 1 WEEK 3 2018 - PRINCIPAL'S REPORT

STAFFING FOR 2018

Students were placed in classes on the first day of the year. Our numbers at present provide us with 11 classes. We require another 5 students to reach an additional teacher. If this does occur during the year, we must retain the new numbers for four weeks before applying the position. We had three new enrolments in years 1 to 6.

As stated in the newsletter, Mrs Michele Wilson is teaching at another Northern Sydney school. We wish her all the best. Mr Davidson is teaching 6M, Stacey Denver is teaching 1DT on Monday and Tuesday and Liz Sutcliffe has begun in the office.

We welcome Jennifer Lawrence as our School Counsellor to Belrose PS. Jennifer will be working each Tuesday. Contact with her can be made by contacting Mrs Jane Cohen, our Learning and Support Teacher who works Monday to Thursday.

Kindergarten students are supported by a full-time SLSO teacher, two classes share a support teacher Monday to Thursday and two days are given for yrs1-6 SLSO support at this stage.

In developing our three year plan for 2018-2020, three strategic directions have been written and our plan will indicate the people involved, the processes, practices and the product from these strategic directions.

STRATEGIC DIRECTION 1 - LEADING LEARNING

I initiated planning days for all of our staff. Our main focus for all classes is the collaborative programming of integrated units of work. Stage 1 classes are introducing a Home Reading program which should entice them to read more at home. Guided Reading lessons will require support from two to three parents across three days in each classroom. Whilst using the super six comprehension skills of making connections, predicting, questioning, monitoring, visualising and summarising we will use the language for literal, inferential and evaluative comprehension strategies as 'Here' 'Hidden' 'Head' with the students. The collaborative programming of Literacy lessons K-6 will focus this term on genre continue to focus on rich and engaging literature with new home reading books required.

The monitoring of Literacy development will be underpinned by the linking with the new 2018 Learning Progressions. Weekly professional learning and stage meetings along with Planning Days each term will assist teachers to collaboratively program units of work. Lessons using two evidenced-based programs 'Soundwaves' for Spelling and 'iMaths' have begun. Please refer to newsletter for explanation.

SPEECH THERAPIST

Speech Therapist, Susie Borg has begun her Monday lessons. She has places available.

Our LAST teacher, Mrs Jane Cohen's timetable has been restructured so that she has additional time to conduct individual testing of students and review and write individual learning programs. She works Monday to Thursday.

WELLBEING – 'CLEAR MINDED'

We are very supportive of this initiative to assist all students, from the anxious ones to the students who may act out before thinking. Vicky O'leary from 'Clear Minded for Life' will begin teaching students meditation and some breathing techniques for six sessions

beginning next Tuesday. The classroom teacher, whilst present, will also learn the techniques and apply them throughout the week. She will run a parent session and a professional learning session for teachers as well.

LEARNING SUPPORT TEAM

Discussions about student welfare occurs daily. The Learning and Support/EALD team leader Mrs Cohen, the counsellor, Mrs Lawrence and I formally meet fortnightly to discuss students identified by the teachers. All students who have been brought to the LST meetings are tracked immediately with the team deciding on the most appropriate options to move further. Additional agencies may be called upon. Each meeting, student attendance is discussed.

Mrs Cohen conducts mini-lit and multi-lit sessions Monday to Thursday with parent volunteers. Year 1 students have been identified and will begin phonemic/phonological awareness sessions in term 1. Years 2 to 6 in-class or withdrawal support on specific areas of literacy.

Mrs Cohen continues to provide support both within the classroom and in small group sessions, modifies programs, creates resources to assist the class teacher to accommodate student needs, writes risk assessments, positive behaviour plans and Individual Learning Plans and has regular collaborative meetings with parents to discuss student progress.

LEADING TEACHING FOR ENGAGEMENT IMPROVEMENT - INNOVATION AND CHANGE STEM-Science, Technology, Engineering and Maths

We will be engaging our students further by using technology **with the 21st century fluencies of collaboration, critical and creative thinking.**

On Thursday, Mr Davidson, Mrs Killick, Mrs Meikle and Mrs Stephens will begin our mentoring program of Science Technology Engineering (Design) Mathematics with Sydney University.

IMPROVEMENTS IN THE SCHOOL SCHEDULED

Capital Works- new carpets in library

WELL-BEING

5 Superkids equals a merit certificate

3 merit certificates equals a bronze award

2 bronze awards equals a silver award

2 silver award equals a gold award and a badge

The winning house will be wearing mufti for a day and will have a BBQ.

EVENTS FOR 2018:

In 2018, there will be a K-6 Athletics Carnival at Narrabeen Sports Centre which will replace the separate events.

ICAS competitions in Maths, English, Digital Technologies and Science will be run before school from 8:00am instead of in school time.

Parent Teacher interview will occur in Term 1 with written reports in June and November. Parents at any time during the year may request a parent/teacher meeting.

To create additional teaching time, assemblies will be fortnightly. Term 1 assemblies are Week 4, 6, 8 and 11.

Specialised program will be:

K-3: Music and keyboard, Japanese, Library and Technology

4-6: Library and Technology

SCHOOL COUNCIL

Our purpose will be:

- promoting the school and writing of handbook
- the establishment of the new newsletter, app
- consultation group for the planning of the 2018-2020 strategic directions

Belinda Zorian 11/2/18