### Maroubra Bay Primary School P&C:
Minutes of Monthly Meeting – 4 November 2015

| Meeting date and time | Wednesday 4 November 2015  
|                      | 6:30pm – 9.00pm |
| Location             | MBPS School Library |
| **Attendees**        | 1. David Fitzpatrick (Chair), 2. Sandra Newell, 3. Giulia Tronci  
|                      | 4. Tertia Purves-Tyson, 5. Stephanie Berglin, 6. Damian Murphy  
|                      | 13. Vasilka Jovanoska (Acting Principal and non-member of P&C)  
|                      | 14. Brad McGuinness (Staff Exec and non-member of P&C)  
|                      | 15. Karina McCormack (Staff Exec and non-member of P&C)  
|                      | 16. Clare Wojinski (Staff Exec and non-member of P&C) |
| **Apologies**        | Celia Paoloni and Natasha Cromer |
| **Administrative Items** | 1. Dave welcomed the group.  
|                      | 2. The Minutes of the meeting held on 7 October 2015 were confirmed by Tertia Purves-Tyson and Karen Clouston  
|                      | 3. No nominees came forward for the position of P&C Vice President therefore the role still remains vacant. |
| **Reports and Updates** | 4. Canteen Issues  
|                      | The sub-committee have made attempts to contact the owner of the canteen provider but have had no response to calls or emails. Belinda chatted to Susie who runs our canteen for the provider and indicated that the unhealthy options are ordered by children and they therefore wish to continue to provide these options. Stephanie and Belinda (members of the committee) feel that if they do not receive response and find it difficult to communicate with the owner then would like to look at alternative provider options. It remains unknown the actual name of the provider’s business and so contact will be made with Rachel Sainsbury who made the initial contact with the provider when she was P&C president – 4 years ago. It was noted that the kindy mums at Big Start enquired about healthy options on the menu. Now that the school has grown in numbers it may be possible to look at putting the service out to tender and look at other models of service (possible for a parent to operate). Action: Stephanie to talk to Rachel Sainsbury to gain some more information on the current provider.  
|                      | Belinda raised concern about the overall condition of the canteen – work space and equipment being old, dirty and therefore unhygienic. In addition, there is a broken freezer, the electricity trips and the window does not close. There is no ownership of managing the canteen so it is not maintained properly. An audit is required on the equipment and a long term goal to fix up the canteen should be considered in 2016. Action: Vasilka to check with cleaner’s supervisor whether they should be cleaning the canteen as part of their contract & follow up with properties manager on checking that wiring is made suitable for installation of oven donated by Good Guys Alexandria. |
5. **Playground Project**
   ModuPlay and Forepark equipment has been delivered and there is one more working bee to be held on Saturday 7 November. Skilled workers needed to operate drills and sanders etc. Rose has negotiated with Bob the consultant builder to bring in a crew to do the final touches and soft fall repair. The team hope to have the playground ready before end of term. A grand opening will be planned.

7. **President’s Report**
   Dave and Karen attended the Big Start welcome meeting and said it went very well. There were some thoughtful queries and discussions with the new parents - canteen menu choices were a part of the discussions. Unfortunately, the application for funds from the Seals club was rejected but we were given advice on how to apply for grants and funding through the council. **Action: May/April 2016 start process of applying for govt grants/funding.**

8. **Acting Principal’s Report**
   Wheel chair access to classrooms and school hall is now in place. The structure for access to the hall is not permanent but works well. There is now a buddy bench on the oval as well as near the playground. The advert for school principal was published today.
   Vasilka stated that next year it is likely we will have 14 classes. She advised that she intended to put out a survey to the parents asking whether they would like to have a qualified librarian or to continue with the class teacher taking the classes to library. In past years the school has used all of its staffing allocation in classes and therefore went without a librarian. It is the department’s recommendation that schools have a librarian because it is a specialised role that teaches specific skills to children such as researching using technology and books. There was further discussion about the role of librarian as we had always gone along with Ms Sydenham’s experience with allocating staff as necessary. It was decided by the P&C members that the school should fulfil the role of librarian with a qualified library teacher as recommended by the department which will allow Ms Mcaleer to return to the classroom as teacher’s aid. Therefore, Vasilka decided she would not continue with her plans to put out a survey.

9. **Treasurer’s Report**
   Tertia is finding it difficult to get to Clovelly Bendigo Bank branch in order to set up the account. This account needs to be seen to be used as part of the $2,000 donation from the bank. Donations from the parents for the playground are to date $4461 with 17 families who have made donations. Tertia requested that she get copies of all receipts for the playground even ones paid for by the school. **Action: Tertia to send warranty documents from Moduplay and Forepark to the school for record keeping.** Vasilka mentioned there is still some money left in the budget that was allocated to Bunnings and Mitre 10. Vasilka also mentioned that the budget allocated for Rose’s time (paid for by the school) has been reached. **Action: Belinda to mention this to Rose.** Thank you certificates will be designed to give to the core members of the team who worked on building the playground. **Action: Clare to arrange for a recognition piece for Rose.**
   The garden herb sale made $34 which has been spent on garden needs. Uniform sales are at $1180. **Action: Vasilka to arrange for invoice for the last whiteboard purchased to be sent to Tertia.**

10. **Canteen Update (see no. 4)**

11. **Class Rep Update**
There was a brief discussion on whether families are receiving the same message twice through class reps and Mailchimp. It was noted that this is only really the case when looking for fundraising coordinators and helpers for playground working bees both of which we feel are important and are happy have sent out twice. Belinda tabled an idea that each class has a class rep and a fundraising co-ordinator who work together. Fundraising events would be rostered at the start of the year and allocated to a class to organise. This would mean that each class is responsible for one event for the year and may alleviate the problem of relying on the same parents to put on every event. It is important to note that the class rep and class fundraiser is not required to attend P&C meetings and they do not have to report in to the P&C. **Action: Dave to advertise this idea in the P&C newsletter**

12. **Environment and Community Update**
Sandra advised that 9 – 15 November is Recycling Week. She is planning to do a campaign in classrooms on recycling plastic bags. Children will bring in soft packaging to place in a specific bin which will then be taken to the council recycling depot. A competition will be held to see which class brings in the most.

13. **Ethics Update**
Ethics classes finish on 24 November in line with scripture classes. There is still a shortage of a teacher for stage 2 on Tuesday 10-10.30 in 2016 but there is one interested candidate who is yet to apply. There is a new teacher, Holger Dullin, in training to teach Stage 1 class in 2016. There is space to take on more new teachers which would enable smaller student numbers per class. Celia is working with the school to plan for 2016 especially to secure enough classrooms, but with all the changes happening at the school nothing is yet certain.

14. **Fundraising Update**
Unfortunately the P&C was not able to get a stall together in time for The Green Market at the Sports Club as no volunteer coordinator came forward. The possibility of doing a fairy floss stand at the next market was tabled but won’t be possible without someone to coordinate and it was thought that the deadline for food stall applications had passed.

Belinda and Karen put their hands up to coordinate the last cake stall for the year. It will be on 20 November which coincides with the last day of Big Start so we hope to sell to new parents at recess and then sell the leftovers at 3pm. All classes will be asked to bake.

Belinda advised that we missed out on grant money from Matt Thistlethwaite’s office, but they will consider us for the next round in April 2016. The application process is very formal and will take some effort to submit the application correctly.

The question was asked of the school whether a mufti or pyjama day a term was allowed in 2016, and the school agreed it was indeed possible.

**Action: P&C to provide a list of events to the school exec team, by the end of Term 4, to ensure there are no date conflicts between school and P&C functions.**

15. **Garden Update**
The Thursday lunch time garden club had so many children wanting to join that a waitlist has started. More than 60 children expressed interest but, unfortunately, the club can only accommodate 30 – some mum’s have volunteered to help with
the group but there are not enough tools for 60. The Wednesday after school club is still going and you can see updates on the facebook page.

We were pleased that Bourke Street Bakery called to offer compost to us. Results of tests carried out on soil samples will be analysed next week.

16. **Uniform Update**
The uniform shop continues twice a week and with more volunteers it can be open more often. The tunic supplier is not returning calls and so there is concern we will not have enough girl’s summer tunics for the new year. Will look into a new supplier but this could mean a slightly different pattern. A guideline on how to run the uniform shop has been drafted. **Action: Tertia to follow up with supplier.**

17. **Webpage Update**
The P&C has a new tab on the school’s website. Brad said he has log in details for us to use.

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<th>Special Items for Discussion</th>
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| 18. **Special presentation by Gordon Gilkes from Dancesport Challenge**
Gordon operates the Dancesport challenge in schools around Sydney. Dancesport is the ballroom dancing programme offered by the school at extra cost. Gordon provided the history of why then NSW premier Morris Iemma introduced the concept to public schools after the Cronulla disturbance. It teaches respect, manners and empowerment to name a few attributes.
Gordon offered to donate his time to help the school organise an event whereby the whole school community, children, parents, carers and teachers gather together for a night of dance. This would be held off site with the hope of getting the venue (suggested Souths Juniors) to reduce their rate. The children will have an opportunity to show parents and teachers their chosen dance routines whether it is ballroom or school facilitated dance and then teachers and parents can join in. P&C members and Exec teachers all agreed it is a wonderful idea and would look at May in Term 2. It was agreed that this would not be a fundraising event for the school. |

19. **Composite Classes**
A parent requested more information on composite classes. Vasilka explained that this topic would be covered off in the newsletter about why we need them and that there is no need for concern. The school must work within its boundaries of staff allocations and numbers per class and classes per stage. A parent raised the point that in their experience the two age groups do not mix socially and that it is more beneficial for the younger year to be exposed to the older year’s curriculum but not vice versa. Vasilka explained it depends on the individual and that topics and units are not repeated especially with the new syllabus now in place.

20. **School fee breakdown**
A parent requested a breakdown of the school fees due to concern that mandatory activities such as language and dance are being charged at extra cost. Vasilka advised that all mandatory activities are provided by the school at no extra cost to children who have opted not to do the activities such as Ballroom Dancing, Spanish, and Got Game which incur extra fee. It is important to note that the activities provided by the school are facilitated by teachers who are not experts in dance and sport. Also, language taught at primary school is not mandatory. Members of the P&C support the school on this matter as it has been communicated a few times in the newsletter, there is also the Thursday chat time and communication box now in place to address matters such as this.

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<th>Other Business</th>
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<td>21. <strong>Gift for retiring Principal</strong></td>
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The group voted yes to purchase a $2-300 painting by a local artist and parent of the school as a gift for Ms Sydenham. Vasilka will ask Ms Sydenham if she would be able to visit the school so that the community can present her with the gift and wish her well. **Action: Tertia to purchase painting.**

### 22. Special Soccer Training Proposal
A parent has approached the school about offering soccer training. He wished to find out if this was something of interest and everyone agreed that we welcome parent involvement and he should put in a proposal. Damian Murphy who was present also indicated that he is a qualified sport instructor for all ages and had held some discussions with Kathy Sydenham before she left. He would also like to submit a proposal to offer a full sports program to replace the current Got Game, but this could include soccer.

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<th>Action Items</th>
<th>23. Action items list was not reviewed due to time constraints, but list to be updated per new actions recorded in these minutes. Dave advised that he has closed some items, which all agreed he should continue to do.</th>
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| Meeting Close | 24. **Next meeting**  
Wed 2 December 2015 at 6:30pm. In the school library. |