



## MANLY VALE PUBLIC SCHOOL

### MINUTES OF GENERAL MEETING TUESDAY 5<sup>th</sup> APRIL 2022 - via Zoom

#### PRESENT

|                |                  |
|----------------|------------------|
| President      | Karl Treacher    |
| Vice President | Chris Nicholls   |
| Vice President | John Gillings    |
| Secretary      | Karen Murgatroyd |
| Principal      | Tina Lee         |

|                    |                  |                |
|--------------------|------------------|----------------|
| Amy Hansen         | Wendie McDougall | Cath Adelbert  |
| Beccy McGowan      | Jane Ellis       | Imoan Kiarie   |
| Caroline Sylvester | Helen McDonagh   | Kaisa Nieminen |
| Bec Lloyd          |                  |                |

#### APOLOGIES:

|                   |                   |
|-------------------|-------------------|
| Kate Williams     | Cathy Weatherston |
| Kristen Tepania   | Xara Roznerski    |
| Peter Weatherston | Robyn Lambley     |

#### Minutes of the last General Meeting held on 8/2/2022

Approval of Minutes      **Motioned:** John Gillings      **Seconded:** Wendie McDougall

#### Matters arising from previous minutes:

Membership can be paid via cash to the office or via the canteen bank account – Karen to distribute and Helen to keep track of monies coming in

#### Membership:

Paid Members as at 5/4/2022

|                          |                       |                   |
|--------------------------|-----------------------|-------------------|
| Angi Olsen               | Dani Lombard          | Hamish Bell       |
| Amy Hansen               | Helen McDonagh        | Holly Fellowes    |
| Becky McGowan            | John Gillings         | Kaisa Nieminen    |
| Cath Adelbert            | Karl Treacher         | Karen Murgatroyd  |
| Catherine Weatherston    | Kate Williams         | Lauren Wade       |
| Caroline Sylvester-Smith | Naomi Kiarie-gichanja | Nicci Daven       |
| Chris Nicholls           | Oliwier Roznerski     | Peter Weatherston |

Rebecca Lloyd  
Wendie McDougall

Roberto Palanco  
Xara Roznerski

Shay Gillings

### **Communication In/Out**

None

### **OOSH:**

- It has generally been a good term, lots of absences and we have had a lot of staff down.
- Our vacation care program has lots of bookings for the upcoming holiday.
- Numbers are slowly increasing.
- We have our Assessment and Rating happening in May – this is a process that all OOSH go through every three years, looking at operating policy and procedures.
- We are planning a Bake Sale in Term 2 to raise fund for flood victims.
- All families are now entitled to claim the Service NSW \$500 vouchers to use in Before & After School Care. A few families have claimed them but they are open to every child and they do not have needed to attend OOSH before. We need to encourage more of our families to use them as it can cover the vacation program too.

**Action:** Jane to distribute information via the newsletter and class co-ordinators.

### **Principle:**

We have had a lot of disruption to the term with both teachers and students isolating due to Covid or being a close contact. No day is the same and classes have been impacted with changes to teachers on a daily basis. It certainly wasn't the start we all were hoping for. I have even taught 2 days myself to avoid splitting classes.

The other thing impacting the school has been the amount of extra time and support some students have required to return to school. Our Year 1 classes in particular seem to have taken a long time to settle in and have required additional support as students seem to have missed some socialisation and routine building having missed 14 weeks out of 20 weeks of schooling at the end of last year.

Even our most settled grades have been impacted with the ongoing lockdowns and wet weather so additional teacher's aides have been employed to support classroom teachers. Our Kindergarten classes however are very settled and are to be congratulated with the way they have transitioned to school.

Assessments and testing

WE have now completed the Check- in assessments for years 4 and 6, Selective High school test (26 students) and the practice NAPLAN tests for years 3 and 5. The actual NAPLAN tests will be online between Tuesday 10 May through to Friday 20 May. Currently we are preparing our Year 3 and 5 students for these tests. NAPLAN are assessments on our current curriculum and target where students are performing as compared to other schools in the state. We do make our

strategic directions around areas where we feel as a school we need to improve. Our last few years we have aimed for improvement in the Top 2 bands of NAPLAN in both Years 3 and 5, improvement in writing and measurement in Numeracy.

[Public demonstration site \(nap.edu.au\)](http://nap.edu.au)

### **Bushlink visit- 23 March**

The Bush link disability team worked with kindergarten students weeding our garden within the school buildings. It was a wonderful day and students and teachers enjoyed. We will be having a visit once a term from Bushlink to assist with grounds maintenance. Each stage will have the opportunity to work with the team and learning about our local bushland.

### **PSSA – Summer and Winter**

I think we only got one game in for the summer competition and have now refunded this term's PSSA fees back to parents. We trialled the winter sports today and hope we will have more success attending these games for the next 2 terms.

There will be more trials next term also.

### **Easter Hat Parade- Friday 8 April at 9.30am**

We will be having our annual Easter hat parade this week. We hope the weather stays fine and that we are able to run it around the basketball court and front grass section. It will be cancelled if it is raining as we don't have the facilities to manage the large group of parents it attracts in an indoor venue.

### **Holidays- Saturday 9 April – Tuesday 26 April**

ANZAC day 25 April and the Staff Development Day Tuesday 26 April means that the first day back for students will be Wednesday 27 April. I hope everyone has a happy and safe holiday

### **Share our Space- weekends in the holidays**

A new initiative from the DoE to provide playing spaces for children. Please keep an eye out on the weekends as we will have community using the grounds. The sign will go up on the last day of this term.

### **Spending priorities:**

1. Super playgrounds have emailed to say that as at 4/4/22 the costs of the playground renovation for the school will be an additional 10%. They will only honour the original quote up until 29/4/22. This is because:

“Material costs across the board are still moving in an upward direction with the Ukraine Crisis adding to the market complexities as a flow on from Covid. Fuel & transport costs have impacted the domestic situation & we have absorbed as much of these increased costs as we can, however, effective Monday 4/4/22 we have no choice but to increase our list prices by 10% moving forward.”

**Cost= \$71 000+ \$7100= \$78 000 (approx.)**

**Action:** Tina to email the DoE with this increase and try and get a timeframe for the works.

2. Garden beds for science- 3 garden beds, composting bins, plants, soils. We are applying for a grant but may need P & C funds to top up. Bunnings going to support with free items- Jackie Holman

**Cost- \$2000**

**Outcome:** OOSH have offered to pay for this and run it as a joint project. Jane to liase with Jackie Holman/Tina (remove from our budget)

3. Lego systems- LegoBricQ system for science 3-6

<https://www.teaching.com.au/product/LEG45401-15S>

<https://www.youtube.com/watch?v=Fbb4BWcy5fY>

Makeymakey systems- <https://www.teaching.com.au/product/MKK003>

**Cost= \$4700**

4. **\$500**- teacher hospitalities

5. Oval Maintenance= **\$3500**

6. SLSO employment= 2 days a week= **\$30 000**

7. LST teacher – 2 day a week from Term 2 = **\$35,453** (supplement Covid funding)

8. Laptop repairs- **\$5700**- 20 laptops damaged from online learning- Laptop rescue -

9. Band – needs assistance with instruments- **\$4000**

The following are annual expenses the P&C have committed to pay for ongoing:

\$500 teacher hospitalities

\$3,500 oval maintenance

\$4,000 Band – needs assistance with instruments

The following have been motioned by Karen Murgatroyd and APPROVED – subject to confirmation by Peter:

Laptop repairs- **\$5700**- 20 laptops damaged from online learning- Laptop rescue

LST teacher – 2 day a week from Term 2 = **\$35,453** (supplement Covid funding) – possibly only pay for term 2 and 3

**Action:** Peter to confirm exactly what we can give to Tina for these two expenses.

The following will be part of our fundraising for 2022:

Lego systems- LegoBricQ system for science 3-6

<https://www.teaching.com.au/product/LEG45401-15S>

<https://www.youtube.com/watch?v=Fbb4BWcy5fY>

Makeymakey systems- <https://www.teaching.com.au/product/MKK003>

**Cost= \$4700**

SLSO employment= 2 days a week= **\$30 000**

**Treasurer:**

Below is the updated Treasures Report:

- Chris Nicholls will sign the bank documents this week which means everyone has signed and we can finalise the process of removing old signatories from the account.
- Beccy McGowan need a debit card to assist with purchases for the canteen:

**Motioned: Karen Murgatroyd - approved**

| <b>Manly Vale Public School P&amp;C Inc.<br/>Treasurers Report<br/>8-Mar-22</b> |                      |                     |                        |
|---|----------------------|---------------------|------------------------|
|   | <b>28/02/2022</b>    | <b>31/01/2022</b>   | <b>26/11/2021</b>      |
| <b>Assets</b>   |                      |                     |                        |
| <b>Bank</b>   |                      |                     |                        |
| <b>Disbursement accounts</b>  |                      |                     |                        |
| MVPS P&C Cash Reserve Bonus ac  | 90,020               | 90,016              | 90,014                 |
| MVPS Transaction A/c  | 24,458               | 25,487              | 39,300                 |
| <b>Cash available for disbursement</b>  | <b>114,478</b>       | <b>115,503</b>      | <b>129,314</b>         |
| <b>Operational Bank Accounts (cash float)</b>                                   |                      |                     |                        |
| MV Public School P&C-Debitcard  | 913                  | 210                 | 546                    |
| MVPS P&C - Canteen & Cafe Owl   | 33,632               | 26,316              | 24,156                 |
| Uniform Shop Account  | 32,048               | 25,854              | 27,216                 |
| <b>Cash float in operational accounts</b>                                       | <b>66,593</b>        | <b>52,380</b>       | <b>51,918</b>          |
| <b>Band account</b>   |                      |                     |                        |
| MVPS P&C - Band Account   | 28,132               | 27,833              | 26,933                 |
| <b>Total cash in MVPS P&amp;C bank accounts</b>                                 | <b>209,203</b>       | <b>195,716</b>      | <b>208,165</b>         |
| <b>Other Current Assets</b>   |                      |                     |                        |
| ATO Credit  | 4,397                | 5,209               | 5,209                  |
| Current Assets (Uniform stock)  | 40,000               | 40,000              | 25,000                 |
| <b>Other Current Assets</b>   | <b>44,397</b>        | <b>45,209</b>       | <b>30,209</b>          |
| <b>Fixed Assets</b>   |                      |                     |                        |
| Fixed Assets  | 19,167               | 19,167              | 19,167                 |
| <b>Total Assets</b>   | <b>272,767</b>       | <b>260,092</b>      | <b>257,541</b>         |
| <b>Liabilities</b>  |                      |                     |                        |
| Other Payables  | (8,187)              | (11,254)            | -                      |
| <b>Net Assets</b>   | <b>264,580</b>       | <b>248,838</b>      | <b>257,541</b>         |
| <b>Approved expenditure to 28 Feb</b>   |                      |                     |                        |
|   | <b>@ 28 February</b> | <b>@ 31 January</b> | <b>@ Prior meeting</b> |
| Playground upgrade  | (71,000)             | (71,000)            | (71,000)               |
| Chicken coop  | (3,000)              | (3,000)             | (3,000)                |
| Vege garden est. (sleepers and soil)  | (2,000)              | (2,000)             | (2,000)                |
| Uniform shop storage est.   | (3,000)              | (3,000)             | (3,000)                |
| Oval maintenance  | (3,500)              | (3,500)             | (3,500)                |
|   | <b>(82,500)</b>      | <b>(82,500)</b>     | <b>(82,500)</b>        |
| <b>P&amp;C fund raising 2022</b>  | <b>Total</b>         |                     |                        |
|   | -                    |                     |                        |
| <b>P&amp;C Disbursements in 2022</b>  | <b>Total</b>         | <b>28/02/2022</b>   |                        |
|   | -                    |                     |                        |
|   | -                    |                     |                        |
|   | -                    |                     |                        |

**President:**

- I wanted to bring up the Fathering Project... an initiative to positively impact fathering behaviour and father's engagement with children through evidence-rich programs and resources that engage, equip and support fathers, families, schools, employers and community organisations. I would like to discuss further at a future meeting.

- Sharing Our Space – we as a community need to look after this space when it is open to the public during holidays. We need to know how to respond to inappropriate behaviour if witnessed.

**Action:** Tina to communicate information regarding this and where to report if we witness anything.

Events – the following events have been scheduled and will be run by each stage. Kristen TePania will be in touch with each stage to set up a committee to come up with and organise the event.

|          |  |                              |
|----------|--|------------------------------|
| Kindy    | Mother's Day Stall (Raffle has been cancelled) | May 6 <sup>th</sup>          |
| Yr 1 & 2 | Father's Day Breakfast (raffle?)               | Sept 2 <sup>nd</sup>         |
| Yr 3 & 4 | Trivia/Social Night                            | Sat 22 <sup>nd</sup> October |
| Yr 5     | Athletics Cake Stall                           | tbc                          |
| Yr 6     | .....a – thon/colour run                       | tbc                          |

It was noted that we had some items donated with nuts and alcohol for the mother's day stall. A communication needs to go out reminding parents not to send this in as gifts.

**Action:** Kristen to send an email reminding parents not to send in alcohol or nuts for the mother's day stall.

Other ideas discussed:

- 20c day – children collect as many 20c coins they can find and they are put together to make a snake – the longest snake wins a token from the canteen
- Canteen – finger bun morning tea in term

### **Canteen:**

Orders are continue to increase.

Some interesting stats:

In the last 5 weeks of service we have sold 250 canteen made sausage rolls, 116 pizza slices (sold on a Wednesday), 69 garlic breads and 48 hot cheese rolls which are new this year, 283 Anzac biscuits 126 banana bread slices and a huge 1227 Sushi items. Apart from sushi, everything is prepared by the canteen.

Over the counter service at lunch times has started which will be reliant on canteen volunteers to man the counter. We encourage everyone to put their name down for a shift in the canteen!

### **Uniform Shop:**

Just to change it up a little I thought I would give you a few statistics from the Uniform shop for the month of Feb 22.

Total Sales was \$13 711

Gross Profit was \$2 774

We have had 627 online store sessions with 228 orders placed Those online store sessions have been from Australia 495, USA 92, South Korea 10, Singapore 3, Italy 2, Canada 1, Fiji 1 (24 Unknown)

I have created an updated procedures doc and we have a basic shopify manual that is kept in the shop in the hope that anyone could step in and do the orders if need be. Shay Gillings has come in a couple of times and I have been training her on Shopify and the basics also.

I have done the stock forecast with Profile Apparel for the coming year and we have sales coming in for the winter uniform. There is now a rack in the School Office with sample sizes of Winter stock for anyone that is having trouble choosing the right size.

We now have some stickers to go on the orders with Sale items as I am continuously having to exchange these things even though on our websites it states no exchanges.

This Friday we are having a discontinued stock and second hand sale outside of the school hall.

### **Band:**

No report received from band. It was raised that the senior band practice with the majority of the doors closed. Please can they open up some doors to allow for fresh air to flow.

**Action:** Tina to speak with Ben re opening doors in rehearsal

### **Other Business:**

#### **Café Owl:**

With restrictions easing we are delighted to welcome back Café Owl on a Friday morning. Bec and Kaisa have been in touch with their volunteers and hope to be open early in Term 2.

Mtg closed at 8.30pm

Next Meeting – Tuesday 10<sup>th</sup> May at 7pm in the staffroom

### **Action Items:**

Action: Tina to speak with Ben re opening doors in band rehearsal

Action: Tina to communicate information regarding the Share our Space initiative and where to report if we witness anything.

Action: Tina to email the DoE with this increase (re playground) and try and get a timeframe for the works.

Action: Peter to confirm exactly what we can give to Tina for the two expenses approved

Action: Jane to distribute information via the newsletter and class co-ordinators.

Action: Kristen to send an email reminding parents not to send in alcohol or nuts for the mother's day stall.