

# **MANLY VALE PUBLIC SCHOOL**

# MINUTES OF GENERAL MEETING TUESDAY 8<sup>th</sup> FEBRUARY 2022 - via Zoom

**PRESENT** 

President Karl Treacher
Vice President Chris Nicholls
Vice President John Gillings

Treasurer Peter Wetherston Secretary Karen Murgatroyd

Principal Tina Lee

Kate Williams Emma Ward Amy Hansen Wendie McDougall Nicci Davern **Holly Fellowes** Cath Adelbert Angi Olsen Cathy Weatherston Kaisa Nieminen Hamish Bell Beccy McGowan Jane Ellis Imoan Kiarie Caroline Sylvester Helen McDonagh Emma Lee Kristen Te Pania

Robyn Lambley

**APOLOGIES:** none

# Minutes of the AGM held on 30/11/2021

Approval of Minutes Motioned: Tina Lee Seconded: John Gillings

# Minutes of the last General Meeting held on 30/11/2021

Approval of Minutes Motioned: Tina Lee Seconded: John Gillings

# Matters arising from previous minutes: All complete

- Tony to liase with Tina/Nic Blackband regarding the donation to the Year 6 Graduation
   Dinner
- Tony to set up Wendie as signatory with access to the uniform shop bank account
- Tony to set up the new executive team as signatories with access to the bank accounts

# Membership:

To be able to vote at meetings you must be a paid member of the committee. Membership is \$1 per calendar year. Payments can be left at school reception in an envelope. Alternatively we will look at options to pay online;

ACTION: Karen to communicate online payment methods

# **Communication In/Out**

None

# OOSH:

Vacation Care was very challenging with the covid 'tsunami'. We lost a big percentage of bookings and had children with covid right from the start. Luckily though we didn't have to shut. Term 1 has started well, the kindy's have settled in great. The numbers are looking good for the year.

# **Principle:**

Welcome back to all parents to our first P & C meeting for 2022. It certainly wasn't the welcome we all hoped but it is good to be back in routines for everyone.

# Welcome Kindergarten 2022

The kindergarten students have all completed their Best Start assessments and are busy learning the routines of kindergarten. The teachers have reported that the children are very settled, and I was so proud to see them all leave parents at the front gate this morning and walk up to their classes by themselves.

We currently have 4 classes and a Teacher's Aide (School Learning and Support Officer) in every classroom. The Kindergarten Information zoom was well attended yesterday with 44 participants. It would be great to still have our welcome night from the P & C later in the term or early next term. Maybe a BBQ or drinks evening.

#### Classes 2022

We have made 24 Classes this year and employed 2 additional teachers to keep class sizes smaller and have a greater impact on learning for our K-2 students. Early intervention is the key and we have tried to also keep all K-2 classes under 23.

Mrs Katrina Kemp will be giving intensive support to students in Year 1 and 2 who have been impacted by the last 2 years of lockdown.

Years 3-6 classes are also smaller than usual with 28 students being the highest number in any class. The DoE staffs for 30 students in 3-6 classes so additional school funds have been required to keep numbers low.

#### New teachers:

Ms Tash Smyth- Kindergarten
Ms Hebe Webster- Year 2
Ms Charlotte Hepworth- Year 3
Mrs Tanya Coleman- Stage 2 science

# Mrs Jessica Legg – Stage 3 science

| Roll Class           |  | Roll Class Total |
|----------------------|--|------------------|
| Principal            | Tina Lee   |                  |
| Dep Principal        | Sharon Oscroft   |                  |
| KA                   | Mrs Cadence Abrahams                                   | 22               |
| KM                   | Miss Rebekah Mason                                     | 22               |
| KS                   | Ms Tash Smyth  | 22               |
| KT                   | Mrs Agata Tams   | 21               |
| 1C                   | Mrs Melissa Christian                                  | 20               |
| 1FH                  | Ms Sally Fisk & Mrs Christina Hacking                  | 21               |
| 1G                   | Mrs Michelle Gibson                                    | 20               |
| 1P                   | Miss Caroline Pembroke                                 | 21               |
| 2H                   | Ms Hebe Webster  | 21               |
| 2LS                  | Mrs Karen Lucey & Mrs Yaz Sorenson                     | 22               |
| 2S                   | Mrs Carol Speight AP Mrs Lexi MacDonald                | 22               |
| 2W                   | Mrs Victoria Warnock                                   | 22               |
| 3H                   | Ms Charlotte Hepworth                                  | 26               |
| 3J                   | Mrs Monika Johnston                                    | 25               |
| 3N                   | Mrs Catherine Nelson AP Mrs Chrissie Hacking           | 26               |
| 4B                   | Mrs Aga Banham   | 26               |
| 4J                   | Miss Erin Jones  | 26               |
| 4S                   | Miss Ella Stoddart                                     | 27               |
| 5BC                  | Mrs Sarah Birrell & Ms Lisa Cash                       | 27               |
| 5M                   | Mrs Elaine McManus                                     | 28               |
| 5T                   | Miss Hannah Taylor                                     | 26               |
| 6B                   | Mrs Nicole Blackband AP Mrs Jordy Fraser               | 25               |
| 6D                   | Mr Patrick Dylan                                       | 25               |
| 6W                   | Mrs Melinda Ward Rel AP                                | 25               |
|                      |  | 568              |
| Library              | (K-2) Mrs Alison Webster (Yrs. 3-6) Mrs Lisa Morrison  |                  |
| ES1 & St1<br>Science | Mrs Jackie Holman                                      |                  |
| ST 2 Science         | Mrs Tanya Coleman                                      |                  |
| ST 3 Science         | Mrs Jessica Legg                                       |                  |
| ADMIN                | Mrs Pam Davison, Mrs Annabel Marsden, Mrs Luise Nealon |                  |

|      | Mrs Danni Wareham, Mrs Petrina Nicklin                 |  |
|------|--|--|
| SLSO | Ms Steph Davison, Mrs Jayne Crain, Mrs Mary Garth      |  |
|      | Mrs Justine Brabant, Ms Holly Caputo, Mr Pete Snailham |  |
| GA   | Mr Barry Warriner                                      |  |
| IT   | Mr Greg Wetzler  |  |

# Year 6 Camp

Year 6 students went to the great Aussie Bush Camp last week. They had an absolute ball and were able to do all the activities, even if it was in the rain. Thank you to Mrs Blackband, Mrs Ward, Mr Dylan, and Steph for attending the camp. I was able to get up for Wednesday night and Thursday.

Unfortunately, we now have 10 students with Covid and one teacher at this stage. Even though all teachers and students were tested prior to getting on the bus and the Covid safety plan was extensive, some students have unfortunately come down with symptoms. The students did have the camp to themselves with 20 instructors all attending to the groups.

# Swimming Carnival- Tuesday 15 February

Years 3- 6 students who are not competitive, parents will be given the option to keep their children at home this day and participate in the home learning hub if they do not want them to attend.

Year 2 students who are turning 8 and can confidently swim 50 metres may attend otherwise all Year 2 students are to stay at school with their teachers.

We are unable to leave any 3-6 teachers here to supervise students as we need them at the pool. Parents have the option to send them or keep them at home. This is going to be of great cost to the school which I am going to refer to in my budgeting for this year.

#### **RAT kits**

Every student in the school should have received their first RAT kits. The testing dates should be on a Monday and Wednesday however we are leaving this up to parent's discretion. The next batch has arrived for the next 2 weeks, so we are sending home these tests in the children's bags on Thursday afternoon. Teachers also are testing on a Monday and Wednesday.

# 2022 priorities

We have External Validation (EV) this year in July. This is a process where an external team reviews our school's performance against the School's Excellence Framework. It is a very big job and the executive team will be very busy during the first part of the year.

#### Parent teacher interviews

We were hoping to have zoom one on one meetings later this term. We are currently designing a google form to send home to classes to survey parents about goals for their children. We will need Class Coordinators asap so we will try and get them through these forms also. Parents will need to give permission for their email addresses to be used in the Class email contact list. More information will be sent home next week Thank you Kristen TePania who will coordinate this

again this year. Meet the teacher zoom sessions are currently being looked at for all classes. It will really depend on how the organisation looks after week 5

#### Spending

Playground equipment- all this work has frozen with lockdown and Covid organisation. \$71 000 has been committed from the P & C from last year's budget

Band may need some assistance in 2022

\$500 for teacher's tea and coffee for the year

Oval Maintenance- just occurred in the Christmas holidays- \$3500 (Pam will send invoice)

Event support fund \$5000- additional money to cover staffing and costings related to a shortfall in fees. E.g., Swimming carnival

Learning and Support- SLSOs additional support- Additional teacher's aide time to support all students with anxiety, transitions, Kindergarten and K-2 intervention. A fulltime SLSO costs \$76000. Otherwise, 2 days a week \$30000.

We will talk more about spending priorities at the next meeting when everyone has paid membership fees and is able to vote.

# **Treasurer:**

Manly Vale Public School P&C Inc. Treasurers Report 8th Feb 2022

| Bank Balances                          | 31/01/2022 | 26/11/2021 | 22/10/2021 |
|--|------------|------------|------------|
| Transaction/Fund Raising A/c           | 25,487     | 39,300     | 40,604     |
| Cash reserve bonus A/c                 | 90,016     | 90,014     | 90,013     |
| Cash available for disbursement        | 115,503    | 129,314    | 130,617    |
| Operational Bank Accounts (cash float) |            |            |            |
| Canteen A/c                            | 26,316     | 24,156     | 22,790     |
| Canteen debit card A/c                 | 210        | 546        | 734        |
| Uniform shop A/c                       | 25,854     | 27,216     | 23,029     |
| Cash float in operational accounts     | 52,380     | 51,918     | 46,553     |

| Cash for disbursements plus cash float   | 167,883 | 181,232 | 177,170 |
|--|---------|---------|---------|
| Other                                    |         |         |         |
| Band A/c                                 | 27,833  | 26,933  | 33,567  |
| Total cash across all MVPS bank accounts | 195,716 | 208,165 | 210,737 |
|  |         |         |         |
| Other P&C Assets*                        |         |         |         |
| ATO credit                               | 5,209   | -       | -       |
| Uniform shop stock                       | 40,000  | 25,000  | 25,000  |
|  | 45,209  | 25,000  | 25,000  |

<sup>\*</sup> There are some other assets (canteen equipment, band instruments, computer equipment)

| Approved expenditure Uniform stock payable | @ 31<br>January<br>- | @ Prior meeting |           |    |
|--|----------------------|-----------------|-----------|----|
|  |                      |                 | Paid      | in |
| P&C Insurances                             | -                    | (1,300)         | November  |    |
| Playground upgrade                         | (71,000)             | (71,000)        |           |    |
|  |                      |                 | Paid      | in |
| Teachers fund                              | -                    | (500)           | December  |    |
| Chicken coop                               | (3,000)              | (3,000)         |           |    |
| Vege garden est. (sleepers and soil)       | (2,000)              | (2,000)         |           |    |
| Uniform shop storage est.                  | (3,000)              | (3,000)         |           |    |
| Oval maintenance                           | (3,000)              | (3,000)         |           |    |
|  |                      |                 | Purchased | in |
| Library shelving                           | -                    | (8,600)         | December  |    |
|  |                      |                 | Purchased | in |
| Pending for band equipment                 | -                    | (2,323)         | December  |    |
|  | (82,000)             | (94,723)        | =         |    |

| P&C fund raising 2021  | Total  |
|------------------------|--------|
| Mothers day (7/5/2021) | 11,229 |

# P&C fund raising 2022

#### Total

-

| <b>P&amp;C Disbursements in 2021</b> Band equipment/music stands | Total  | 31/01/2022 | Prior<br>months |
|--|--------|------------|-----------------|
| (21/10/2021)   | 2,677  | -          | 2,677           |
| Teachers wine gift (9/9/2021) Charging station for ipads         | 840    | -          | 840             |
| (31/5/2021)  | 3,824  | -          | 3,824           |
| Teacher Umbrellas (25/1/2021)                                    | 1,048  | -          | 1,048           |
| AGM catering (Dec 21)  | 305    | 305        | -               |
| Xmas gifts to uniform and canteen staff (Dec 21)                 | 335    | 335        | -               |
| Teachers xmas party (Dec 21)                                     | 1,000  | 1,000      | -               |
| Year 6 graduation dinner (Dec 21) Gift to band for percussion    | 1,454  | 1,454      | -               |
| instruments (Dec 21)   | 1,632  | 1,632      | -               |
| Donation of library equipment (Dec 21)                           | 7,830  | 7,830      |                 |
| Total  | 20,945 | 12,556     | 8,389           |

# **President:**

Welcome and thank you to everyone for attending the meeting. Due to current covid restrictions we are unable to run our usual events, but lets use this time to look at new fundraising avenues. I welcome everyone to think about fundraising opportunities, with low work load and high yield.

# Canteen:

We have welcomed to our team Angi Olsen, who will be working part time with us.

We have a streamlined menu for term 1 so that we can continue to operate with just the 3 of us in the canteen with minimal volunteers to reduce the chance of closure due to covid. We have also reduced our hours while we are running on the streamlined menu. This model worked well throughout term 4 and hence why we chose to continue. There is still no counter service and all orders are through Flexischools.

We are looking forward to working with the P&C to provide delicious and nutritious food to the children and staff.

# **Uniform Shop:**

The Uniform shop is ticking along nicely. We have everything in stock and the turnover at this time of year is great. The Kindy orders were all out before the start of term 1 and while it has been extremely busy the Shopify site has been brilliant.

Shay Gillings has put her hand up to be a backup person to me and we have had a few people offer to volunteer when we are able to open the onsite shop again which is awesome.

# Band:

Band Rehearsals will start again next week. Our first Band Committee meeting of the year is next week.

# **Other Business:**

Next Meeting – Tuesday 8<sup>th</sup> March 2022

Mtg closed at 8.30pm

# **Action Items:**

Karen to communicate how to make online payment for membership