



**MANLY VALE PUBLIC SCHOOL  
Parents & Citizen Association**

**MINUTES OF GENERAL MEETING  
Tuesday 2nd May 2023**

**PRESENT**

Principal	Tina Lee
Vice President	Chris Nicholls
Vice President	John Gillings
Secretary	-
Treasurer	Peter Weatherston

Karen Murgatroyd	Kristen TePania	Amy Hansen
Xara Roznerski	Kate Williams	Kaisa Nieminen
Lee Meredith	Ali Malone	Anna Green
Sarah Garland	Andres Prada	Jess Keevil
Peter Witherby	Carla Goodwin	Lisa Sullivan
Prema Green	Reid Green	Natasha Franklin
Zuzana Pastuskova	James Fitzgerald	Bianca Dent
Lucy Lutze	Michelle Maarhuis	Lucy Singleton

**APOLOGIES**

Karl Treacher	Beccy McGowan	Wendie McDougall
Skye Abernethy	Sally Tindall	

**Minutes of the Annual General Meeting held on 07/03/2023**

Approval of Minutes                      Motioned: Tina Lee      Seconded: Amy Hansen

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**Action Arising from Previous Meeting:**

- John Gillings to source a new device for the uniform shop - that can also be used by cafe owl. - Done
- Peter to pay Harlequin account for the band bags which are overdue and we need to place a new order with them. Ongoing issues with Westpac is the reason for the delay. - Done

**Correspondence In and Out:**

Email from Joanna Bensen - Optometrist Director at Specsavers - Offering free eye screening for our students. After discussion it was decided not to accept this offer based on the following reasons:

- All children are eligible for free eye screening through medicare and can choose when and where to have this done.
- Very disruptive to hold at school, would need to be done out of hours.
- Past experience, complaints giving one company exclusive rights.

#### **MEMBERSHIP:**

The following new members have paid, enabling them to vote from the next meeting:

Maura Magee	Anna Green	Lucy Singleton
Sarah Garland	Jess Keevil	Peter Witherby
Prema Green	Reid Green	James Fitzgerald
Bianca Dent	Lucy Little	

#### **REPORTS:**

##### **Principal**

Very busy Term 1 and we are now looking at clearing the calendars and spreading out the events, as there was way too much last term. I met with the 3-6 team of teachers, and we are looking at and evaluating some of the events and activities that were planned that impacted the school's calendar.

##### **Parent/Teacher interviews**

The interviews were very well attended and the parents enjoyed being back in the classrooms for these one on one times with the teacher. We will be promoting more classroom visits throughout the year as it is beneficial that parents are aware of what is happening in the classroom and feel connected to the teacher.

##### **Thank you- Wendie and Becky**

Last term was so much on our canteen and uniform shop. Wendie addressing the school vouchers issues and working weekends and additional days, and Becky trying to accommodate the ever changing Friday PSSA bus changes. Thank you to you both and your supporters.

##### **PSSA/ Bus issues**

Last term we trialled the idea of combining recess and lunch on a Friday morning (Runch) 11.40am-12, so that the years 3-6 children weren't missing out on so much school. This is dictated by the lack of buses and drivers and the fact that no bus company will allow drop offs back at school to occur after 2.30pm. It means the whole day is pushed forward and the bus pick up is not 12.30pm with a return of 2.30pm to eliminate students going in and out of classrooms on Friday mornings and assembly interruptions, we have moved all our assemblies to a 2.15pm (K-

2) or a 2.30pm timeslot on a Friday. A morning assembly will only occur every 3 weeks at 9am when an SRC is on in the afternoon. This term's timetable is:

Week	Grades	Class
1	3-6	Prefects
2	Morning assembly SRC	1cm, 3H, 5J
3	K-2	2W
4	3-6	Leaders
5	Morning assembly SRC	2LY, 4A, 6B
6	K-2	1C
7	3-6	Leaders
8	Morning assembly SRC	KC, 1FH, 3B, 5L
9	K-2	1/2K
10	Banner assembly- morning	

### **NAPLAN- years 3 and 5**

The tests were brought forward from May to March so we should have the assessment data earlier this year to help us track our students' achievements, successes and areas for development. NAPLAN is important for our funding for learning and support, and to indicate areas in which our school needs to improve. We use NAPLAN data to evaluate our strategies used in our school plan.

### **Annual School Report 2022- present at meeting**

Tabled at P & C. Will be uploaded to the school's website. Interesting data which we will be addressing on the student and parent connectedness to the school. Main achievements for 2022:

1. Quality teaching Rounds done by all teachers.
2. Full implementation of the High Potential and Gifted Education policy
3. Completed a Reconciliation Action Plan and presented it to staff. Need to present to the community.
4. Middle Leadership development of all assistant principals
5. Extensive support to students in the classroom through SLSOs, withdrawal and intensive literacy and numeracy support.

Survey - Interesting reflections from students and parents who after the COVID years were feeling disconnected from the school, possibly due to the lack of activities and events in the school during COVID restrictions. 2023 so far- Easter hat parade. Café owl, parent/teacher interviews and information evenings, Interrelate information evenings, carnivals with spectators and events like the mother's day stall will hopefully bring that sense of belonging back. We intend on having more focus in getting parents back into the classrooms and be a part of the learning process.

Homework open question- very divided options from parents on what homework should be for primary aged students, with 48% of parents reporting that they didn't like or support homework and 38% of parents wanting the same amount of more homework. 71 parents answered the survey.

### **School Plan and External Validation- present at meeting**

Our school will be writing a new school plan this year as we are being externally validated on Thursday 18 May. Our old school plan has been evaluated and we are already putting in next steps for the new school plan. Highlights of the old plan were:

1. Quality teaching rounds and working with Newcastle university on best practice for teachers.
2. Collaboratively planning and teaching in our new flexible classroom spaces,
3. Implementation of the HPGE policy and review of the Learning and Support procedures.
4. Working with the Aboriginal Education Consultancy Group to better teach and implement the Aboriginal Education policy.
5. Integration of the 1:1 device and the upskilling of all staff in technology and the digital education syllabus.
6. Using our new school spaces and resources to provide learning that is relevant, flexible and engaging students in 21<sup>st</sup> century skills.

### **New Government, New rules and changes**

With a change in government, we will see some changes to our education system. Priorities and policy will change. The implementation of the new curriculum is still going ahead and our K-2 teachers are mastering the differences in teaching that is expected to implement these new syllabi.

Our 3-6 curriculum is not due out until next year and now we have Mrs Sarah Birrell as our Assistant principal Curriculum and Support who is working side by side with the K-2 teachers and Mrs Oscroft to implement the changes.

The new Behaviour and inclusion policy has been put on hold for the time being. Our Executive Director of education Mrs Georgine Harrison has moved on as has Mrs Sarah Mitchell, to be replaced by Mr Murat Dizdar (Relieving Exec Director) and Mrs Prue Car (Deputy Premier)- Education Minister.

### **Spending Priorities 2023**

The P & C and parent fees, prior to the new school build were always responsible for maintaining the technology and smart boards in classrooms. On average per year, we had to replace:

1. 1-2 Interactive Whiteboards (\$700-\$14000)
2. 1 personal computer to run them \$700
3. Trolley to house laptops- \$3000 each (5 in total)
4. 60 iPad- 60 x \$500=\$30000
5. 50x 20 Laptops = 50 x \$700= \$35 000

6. Each year we needed to find funds to replace interactive boards, laptops and iPad with the DoE only giving us approx. 20 devices per year.

P & C funded at least \$30000- \$40000 per year for technology. In 2019 the school was equipped with 40 Interactive whiteboards, and 1:1 devices for all students About 400 devices all up plus a computer for every teacher and we kept our old technology for the library and science rooms.

2025 October - Our main concern will be the 2025 October Windows Update that will make 90% of our laptops defunct if I remember correctly. A quick ballpark estimate would be around 250-300 red and black laptops will need to be replaced. The HP laptop is currently at \$840.

$250 \times \$840 = \$210,000$

$300 \times \$840 = \$252,000$

Yes, we have already started replacing some of the red and black with the purchase of 40 devices last year, but the replaced units were going to be used in the library lab, as the desktops are too old for any decent use.

While we do have a small number of laptops waiting for deployment, they would really only cover the expected few losses throughout the year from malfunction, wear and tear or damage as well as contribute towards the devices needed for 2024 enrolments, assuming numbers keep growing.

Which brings us to the lesser problem, but still an expense which is annual purchases to cover growing student numbers so we can maintain our current ratios. For each student we increase by we need to purchase either an iPad or laptop, so vaguely \$850 per new enrollment.

Next is iPads.

Apple's average support time for the iPad is 4-5 years before it no longer receives updates, at which point we should consider replacing them for security reasons. The department is very high on security as we know.

80% of the school's iPads (307 devices) are 6<sup>th</sup> generation. They most likely will be out of support by 2025 and should be replaced. The current iPad, 10<sup>th</sup> generation is \$668, plus the cost of a case.

$307 \times \$668 = \$205\ 076$

Also while on iPads, we have "4 year Jamf School licenses" for the 307 iPads above and they expire late this year which means we will have to purchase new licenses. The licenses are around \$10 per device per year.

Jamf licence =  $307 \times 10 = \$3070$

If we purchase new iPads, the 4-year license is included in the cost.

Total replacement for 2025 without Interactive whiteboards is:

$\$252000 + \$205\ 076 + \$3070 = \$460\ 145$

Interactive Whiteboards = \$7000 each – Currently we have 40 and only using 30. 1 is to be replaced this year.

2025 plan for P & C

Kindy- 100 students= 2 sets of iPads to share= \$28000

Stage 1- 8 classes= 80 laptops = \$67 200

Stage 2 7 classes= 90 laptops = \$75,600

Stage 3 – 7 classes- 90 laptops- \$75 600

Total = \$218 400

School fees- \$90 per student gives me \$54000. We do allocate DoE money to this as well. We will receive approx. 90 laptops between now and 2025 from the DoE.

I think the P & C will need to allocate at least \$40000 each year for technology upgrades and replacements.

Action: Next meeting, to vote on IT spending for the year and going forward.

Additional spending priorities for 2023- for new syllabus expectations

Decodable Home readers (kindy and year 1)- \$5000- Approved.

Interconnectable Readers (Stage 2)- \$1800- Approved.

Picture books- Kindy- \$3000- Approved

Buddy Bench \$2500- SRC- Forgot to vote on- next meeting

Action: Next meeting, to vote on spending \$2,500 on a buddy bench - SRC initiative

### **Canteen**

The canteen made a modest profit last term (T1 2023), likely due to an increase of new and exciting items. I think it would be a good idea to continue as we are and try to replicate another small profit for term 2 rather than focussing on a special day (requires a lot of planning and volunteers which are always in short supply)

This term we are trialling a butter chicken made by Chachu's in Brookvale, very yummy with good feedback so far.

We have asked for some feedback (limited to a few year level) on vegetarian options with generally negative results. Does not seem to be a popular option. Vegan Chickpea curry is not an option... too spicy. Plan to continue offering spinach and ricotta rolls and trial vegetable lasagne.

Canteen has not had the time to make a volunteer video. I propose shelving the idea until a later date when we have more time.

### **Treasurer**

**Manly Vale Public School P&C Inc.  
Treasurers Report  
2-May-23**

<b>Total in bank account</b>		<b>164,102</b>
<b>Excluding Band a/c (ring-fenced)</b>		<b>115,617</b>
<b>Approved expenditure</b>		<b>(28,664)</b>
Uniform shop storage est.	(3,000)	
Band instruments	(4,000)	
Oval Maintenance/topsail	(3,900)	
Athletics singlets	(2,280)	
Hanball courts painted	(2,000)	
3 new charging cabinets	(10,184)	
Hospitality	(800)	
Café owl paint	(500)	
K-2 playground equipment	(2,000)	
Net of approved expenditure		<b>86,953</b>
<b>Historic target float/balance (prudent)</b>		<b>50,000</b>
<b>Available to spend this year</b>		<b>36,953</b>
Plus: estimate of funds to be raised this year		<b>40,000</b>
<b>Total expected available to spend this year</b>		<b>76,953</b>
<b>Summary of 2022 P&amp;C Disbursements</b>		<b>(125,596)</b>
Oval maintenance	(3,410)	
2022 Hospitality donation	(500)	
Lego systems	(4,332)	
Laptop repairs	(5,181)	
Learning support teacher	(35,453)	
Sundry	(720)	
Playground upgrade	(75,000)	
Staff Christmas party	(1,000)	
<b>Summary of 2022 fundraising</b>		<b>46,777</b>
Athletics carnival	1,547	
Father's Day	4,236	
Mother's Day	8,545	
Trivia night	32,449	
Skipathon / spellathon	0	

### **Class Coordinator Update**

- Mother's Day Stall & Raffle is all going well with all correspondence having gone out. We will do a final push next week on the Raffle and bring in gifts.

- We have had requests for children to be able to buy more than one gift if they donate more than one. Unfortunately the rule is one gift per child as we just don't have the stock to keep replenishing the stall. We get some donations that we just can't use as they are damaged, soiled or previously used. Even though we stress it has to be unused, new and in good condition, sadly this is not always the case. It is important that every child gets to buy one gift so we have purchased gifts to add into the stall this year. If we have anything leftover at the end then we will invite children to come back at recess.
- Thank you Kaisa who has offered to come in after the stall to count and bank the money.
- As there is no assembly on Friday, Karen will email Tina and Amy the draw at 8am. The online raffle is set to draw automatically at 8am so we will have the list of winners then. Tina will announce it to the school.

## Band

- Now we have **87 students** in the band program
- We have a goal to create a **strong band program** led by our conductors **Ben and Surrey** and we have finalised their services and contracts for 2023. We have committed an extra tutor each Wednesday to assist Ben with the Senior band.
- In term 1, we introduced an **intermediate band**, which are students who have had a year in the junior band. This provides the students with an opportunity to slowly step-up and integrate into the Senior band. **We have a decision point by mid year whether we continue the current arrangement.**
- We held a feedback session from the students and we got some great suggestions that we are currently implementing.
- Next week the band have their first performance at Northern Beaches Instrument Festival at Forest High, we have a few other school performances this term ahead of the Band Camp in July.
- Against the Café Owl backdrop each Friday – ensembles / smaller groups will start performing which will provide the students further opportunities to perform.
- Fundraising – individual fundraising on hold
- **Instrument purchases** - Based upon last year's P&C grant, we spent \$3,500 on a new double French horn and some percussion. The philosophy of the instrument purchases is twofold,
  - 1 – Purchasing instruments that are expensive and outside of what a typical family could afford (I.e. French horns)
  - 2 – Having enough instruments to fill the Junior band.
  - With the 2023 grant, we will focus on purchasing some cheaper instruments such as clarinets, flutes, trumpets etc which means families don't have to spend \$500-1,000 when the students are new /trailing the instruments. We will look to adjust the hire



## Cafe Owl

Café Owl is running really well, it has become a much-loved Friday morning routine for parents, students and staff, bringing the school community together and raising funds for the school. In the second half of term 1 the café brought in between \$1K and \$1.5K each week, earning an average weekly profit of over \$700.

The café sells a range of options that can be turned over at high volumes for the hour it operates each Friday. With a focus on providing a range of options for families operating under different constraints (budget, time or dietary).

One thing that has been unsettling the café volunteers in recent months is persistent gossip that bacon will be taken off the menu. This kind of chatter is unhelpful. It creates unnecessary friction among an otherwise fantastic environment. This P&C meeting is a perfect opportunity to resolve this issue.

**We would like to put forward the Motion:** to accept that the current menu offering (including bacon) provides a sufficient range of options for vegetarian, vegan and other dietary requirements. The Cafe Owl team will continue to make choices regarding the menu based on their logistical and consumer demand experience - **Members in attendance voted unanimously to back this motion.**

### Things Café Owl might need going forward:

- The electrical wiring in the walls needs a check to ensure it is safe. At times, power points have blown. **Action: Please liaise with Tina**
- A clean out of old documents and new shelves in the storeroom (current ones are rusty). **Action: John & Shay Gillings to go through the old documents.**
- Spring clean is needed. **Action: A working Bee to be organised**
- Painting on the blackboard windows to cover the old canteen menu (no pressing need to paint the whole café).

## Other Business

### Fundraising

There was a discussion around fundraising for the school. A new fundraising committee has been set up run by Carla Goodwin. They have some great new ideas, including a Hello Fresh style Taco Tuesday that everyone agreed was a great idea as there was little impact on the school. This will hopefully go ahead towards the end of Term 2 run by Lisa Sullivan. A colour-run was suggested instead of a 'a-thon' but we need people to come forward to run these types of events.

Tina stressed that although these new ideas are welcomed, we still need the new committee to take on our regular events that we know work.

**Action:** Tina to organise a follow up meeting with Carla to go through the requirements of the Fundraising Coordinator.

## Neurodiverse Parent Support Group

- We would like to request Tina to share the Neurodiverse Parent Support Group in the newsletter and share the below QR code.
- Holly has kindly organised a get together for those on the Whatsapp group on Saturday 3 June at 3pm at the Calabria Club. We welcome all to join. Could we please open this invitation more broadly in the newsletter?

**Action:** Tina to add to the newsletter

### **Sustainability**

The issue of sustainability within the school was raised. Tina gave an update on what we currently do.

Mtg closed at 9.15pm

Next Meeting

General Meeting: Tuesday 13th June at 7pm

### **Action:**

- Tina to add the update on the Neurodiverse Parent Support Group in the newsletter, along with the QR code and date of their first meeting.
- Tina to organise a follow up meeting with Carla to go through the requirements of the Fundraising Coordinator.
- Next meeting, to vote on spending \$2,500 on a buddy bench - SRC initiative
- Next meeting, to vote on IT spending for the year and going forward.



