



# WEST PYMBLE PUBLIC SCHOOL

## WEST PYMBLE P&C ASSOCIATION INCORPORATED

### GENERAL MEETING MINUTES – 12<sup>TH</sup> DECEMBER 2022

**Attendees:** Ali Hafeez, Alicia Potts, Anna McFarlane, Amy Wild, Belinda Mason, Bronwyn Wilson, David Malorey, Felicity Bewley, Gladys Wilkins, Katrina Crooks, Kirsten Smith, Leigh Lofts, Lonii Broers, Naomi Lam, Nicky Wynne, Paul Zamuner, Paula Stokoe, Peta Harper, Sandeep Dsa, Sharlene Atkinson, Tamara Leo, Tim Simpson, Wendela Flokstra-Mesker.

**Apologies:**

NEXT GENERAL MEETING DATE: Monday 6<sup>th</sup> February 2023, 7:30pm

#### Open – President, Lonii Broers

- Meeting commenced at 8:05 pm.

#### Minutes of previous meeting

- Minutes from the previous meeting approved.

#### Business arising from previous meeting/s

Please refer to the '*P&C General Meeting – Action Items*' appended for a complete list

- Shipping Container scam update: Police have done further investigations and the possible culprit was a victim of the scam and not the culprit. No possibility of recovering the money.
- GST for School Hall Fans: GST component of the funds can be claimed and this money can be used for projects in 2023.

| Action Items | Responsible Person | Date |
|--------------|--------------------|------|
|              |                    |      |

#### Principal's report –Bronwyn Wilson

Teaching 5 C's:

- Focus is on Teaching using 5 C's - Curiosity, Creativity Critical Thinking, Collaboration and Communication through the implementation of High Potential Gifted Policy and STEM activities.

Staff Changes:

- Linda Whitaker and Erika Gilchrist returning to day-to-day casual work.

- Luke S is leaving and looking for other remote/rural options and also looking for options of teaching in England.
- Sam M (Music teacher) is leaving to join Manly West.
- New Music teacher (Hyde P) is joining in 2023.
- New position being introduced in 2023 which is the Assistant Principal for Curriculum and implementation as part of the Curriculum reform. Emily Carter is appointed for the role
- School Psychologist Genene is leaving and a new psychologist Elaine M will be joining.

Building works:

- Multiple building works completed in 2022. Grant approved for Creative outdoor learning space updates in 2023. Walkway to office will be updated in 2023. Disabled parking space will be set up.

School Improvement Plan:

- School improvement plan is going better than expected and details will be up on the website.

P&C:

- Thank you to the P&C for all the efforts this year. Welcome to the new committee.

NAPLAN Results (Tim Simpson):

- NAPLAN results have been the best in the Family Occupation Index/Statistically similar school groups and best result for the school when compared to previous years.
- Literacy and Maths results have seen a steady upward trend.
- 78% of the students (year 3 and 5) in the top 2 bands a 10% increase since last year.
- Reason for improvements: Familiarisation of online platform for students, Basics of Mathematics and comprehensive Home learning program ensuring continuity.

| Action Items | Responsible Person | Date |
|--------------|--------------------|------|
|              |                    |      |
|              |                    |      |

**Band report – Katrina Crooks**

- Band operating at pre covid level and operating as normal without interruptions and external performances.
- Instrument fleet: Focus was on getting the instrument fleet in order. Instruments are categorised now and state of instruments and catalogue of instruments is now known. Moving towards a hire program for

instruments to mainly reduce admin work for the committee. Thanks to Alison Edler for the work done on the instrument fleet.

- Focus on Band Captains for next year to get the captains more involved and define the role better for the captains. Involve the band captains in running of the band.
- Succession planning for next year band committee: Number of long standing committee members are left the committee or leaving the committee next year. Volunteers required for the band program to continue operating.

---

### **Canteen Report : Wendela Flokstra-Mesker**

It has been a good and busy year for the Canteen; very nice to have operated as normal after the COVID-19 disruption. And having been open 3 days a week has been a success.

We have again achieved the NSW Healthy School Canteen Strategy with 80% every day menu items and 20% occasional menu items.

We have had many successful events including our End of Term Sausage Sizzles, Swimming Carnival, Spring Showcase, Athletics Carnival and Cross Country.

All meals, pizzas and banana bread are now 'home cooked' with fresh ingredients and the kids love them!

Thank you to Turramurra High School for their very generous donation of the slushie machine. The slushies have been a huge success.

Thank you to the P&C for your always ongoing support and letting me buy 2 Thermomixes and a new laptop (the old laptop died halfway through term 3. Having 2 Thermomixes makes the cooking very easy and efficient.

I would also like to thank the following people; Nada for being my partner in crime and covering all my shifts for when I'm away, Paulina for doing the volunteer roster and always finding volunteers, Nicky for making flyers for the events, Gladys for designing a new menu, Ken for always dropping everything when something (the tap, the oven) needs to be fixed, the office ladies for printing and laminating the menus and for helping when the computer or printer doesn't work, the year 5 and 6 students for helping in the morning and giving us a head start and last but not least all the volunteers for giving up their time to help us. Without all these people the Canteen would not be able to operate.

Next year the sushi rolls will not be presented in plastic containers anymore; they will be delivered in one big container and then put into paper bags by us.

Over the holidays I will look into buying biodegradable spoons and forks. We should encourage students to bring their own and if they don't, charge for a spoon or fork. I will also write a description of what is expected from our volunteers so we can send out a note at the beginning of term 1 and hopefully recruit more volunteers.

Wishing you all a well deserved break, a very Merry Christmas and a Happy and Safe New Year!

| Action Items | Responsible Person | Date |
|--------------|--------------------|------|
|              |                    |      |

### OOSH report – David Malorey

#### Updates

- OOSH shelves not required in the kitchen.
- BASC reform not required till end of 2024. No further action at this stage.
- There are places available in OOSH for regular spots in 2023 except for Tuesday afternoons. Casual spots are available for parents to use even on Tuesday afternoons.
- Few more parents requested to join the OOSH committee and Executive roles of Treasurer is vacant and needs to be filled.
- Quarterly meetings between OOSH and Bronwyn to commence in 2023.

| Action Items | Responsible Person | Date |
|--------------|--------------------|------|
|              |                    |      |

### Fundraising report – Paula

- Thank you to all the organisers and volunteers who helped throughout the year.
- Fundraising activities in the year:
  - Term 1 : Tea & Tissues and Welcome Night
  - Term 2: Election Day Stall , Mother’s Day Stall, Winter Wonderland Disco, Comedy for a Cause.
  - Term 3: Working Bee, Spring Showcase, Father’s Day Breakfast, Wishing tree
  - Term 4: Trivia Night, Spell-a-thon
  - Return and earn, Uniform stall run throughout the year.

| Action Items | Responsible Person | Date |
|--------------|--------------------|------|
|              |                    |      |

### Grants Report –Sharlene Atkinson

- Community Building Partnership state government funding Grant \$40,083 is approved. Paperwork in progress and money will be available in 2023. Work for Maddie’s Garden will commence in 2023.

| Action Items  | Responsible Person | Date                                     |
|---|--------------------|--|
| Community Grant from State government update requested. This will be followed up offline. | Sharlene Atkinson  | 12 <sup>th</sup> December 2022<br>CLOSED |

|  |  |  |
|--|--|--|
| 24 <sup>th</sup> Oct: Update expected in December. |  |  |
|--|--|--|

### General Business – Lonii Broers

- Band Captain Honour Board: Band Honour board is approved. Bronwyn will check with Emma on the progress.
- Year 6 farewell committee: Total of \$2800 (approx.) raised during the year. Plan is to buy a Marquee for the school. Plan is to also buy a water fountain/water bubbler cost around \$1200, however, approval required for additional cost.
- Voting for Bubbler: All in attendance voted for favour of bubbler.
- Follow up with Hyde (new music teacher) regarding Ukelele funds utilisation.

### Close & next meeting

Meeting closed at 9.05 p.m.

Next General Meeting– Monday 6<sup>th</sup> February 2023, 7:30 pm  
(Online meeting via Zoom)

## P&C GENERAL MEETING – ACTION ITEMS

| Action Item             |   | Responsible Person | Status   |
|-------------------------|---|--------------------|--|
| <b>07 February 2022</b> |   |                    |  |
| Principals Report       | Package for the meet the parents will be sent prior to meeting                                    | Bronwyn Wilson     | Closing action   |
|                         | Teacher profiles in the next newsletter   | Bronwyn Wilson     | Closing action   |
|                         | Toilet Door repairs for early stage 1   | Bronwyn Wilson     | 9/05/2002: 2 doors need repairs. This is work in progress.             |
| <b>06 December 2021</b> |   |                    |  |
| Canteen update          | Request for new laptop. Current laptop is 8 years old and is slow. Wendela to discuss with Lonii. | Wendela            | Quotes will be provided at the next P&C 9 <sup>th</sup> May: No update |

|  |   |         |   |
|--|---|---------|---|
|  | Due to massive amount of lunch orders a 4th Oven is required. | Wendela | Further discussion required<br>9 <sup>th</sup> May: No update |
|--|---|---------|---|

**24 June 2019**

|                                   |   |               |   |
|-----------------------------------|---|---------------|---|
| <b>P&amp;C shipping container</b> | Explore repair/replacement options for the P&C shipping container | P&C Executive | <p>05/08/2019 – waiting on quotes for replacement</p> <p>09/09/2019 – one quote received and awaiting more quotes; P&amp;C funds not available so alternative funding will be explored</p> <p>02/12/2019 – second quote not forthcoming; will continue to investigate in 2020</p> <p>26/10/2020 – propose new storage shed like OOSC have installed, vote to purchase passed, location needs to be finalised</p> <p>01/12/2020 – location still needs to be finalised and will progress in 2021</p> <p>09/02/2021 - Access to new shipping container available. If container cannot be transported into the school premises, storage shed option pursued.</p> <p>15/03/2021: Updates to be discussed at the next meeting.</p> <p>3/05/2021: In progress.</p> <p>07/06/2021: Replacement planned for 7th July</p> <p>[Action re-opened]</p> <p>06/09/2021: Provide update on the outcome of the police investigation and refund outcomes from the bank.</p> <p>18/10/2021: Update provided. Bank refund is not possible. Police investigation is in progress.</p> <p>17/02/2022: Police Investigation in progress.</p> <p>22/10/2021: Update provided on police investigation. Progressed but no significant update as yet.</p> <p>7/02/2022: No concrete update from Gordon police.</p> <p>14/03/2022: Closing action for update from police.</p> <p>09/05/2022: Concrete slab will be laid and shed built as a replacement for the shipping container. Costing is being worked on.</p> <p>5/09/2022: New Shed completed.</p> |
|-----------------------------------|---|---------------|---|

2<sup>nd</sup> May 2022

**Donations**

Donations raised (approx. 85 \$) from afternoon tea (for the Women's shelter) to be sent to Ali. Gladys has kindly volunteered to collect the money and give it to Ali

Gladys  
Wilkins/Ali  
Hafeez

9<sup>th</sup> June: Action Closed.