Lindsay Park Public School P&C Association
Minutes for Meeting Date 11/02/2014 @7pm
Venue: LPPS Library

Attendance: Sue McCartney, Simone Howley, Justin Kennedy, Vi Richardson, Jill Bell, Melanie Simpson, Patricia Davis, Elizabeth Schott, Shara Nugent, Kerryn Morrison, Shari Kelly, Nadine Forster, John Leggett, Clare Tuckerman, Gillian Lyons, Susanna Walker, Robert Cusack, Kathryn Hadley, Peter Benten, Luise Lago, Joel Thompson.

1. **Paid Membership $2;** Mark McGuire, Melanie Simpson, Simone Howley

2. **Apologies;** Patty Rose, Mark McGuire

3. **Confirmation of Previous Minutes;** Trish Davis, Peter Benten

   3.1 **Business Arising from previous minutes:**

      *P&C Room/Playgroup room:* Due to the need to form a 14th classroom in the uniform shop/auxiliary those services needed to be relocated prior to the start of term one. A decision was made by the school to relocate these services into ½ of the existing “playgroup” building at the entrance to the school. Due to the current condition of that building and the need for building works to be undertaken a decision was made by the school to discontinue offering the space to the playgroup. The playgroup has been notified by the school that they are required to vacate this building by the end of term one 2014. This building will undergo departmental checks during the course of 2014 and a plan will be developed as to the direction of this space. It is noted that space in general is an issue across the school.

      *New Classroom, including air con installation and LED Smart board:* The class is settling into this space. Air conditioning has been installed, funded by the P&C/Auxiliary. This is in keeping with banning the use of un-flued gas heaters in our school. Security screens will be installed over the windows. A LED smart board will be installed shortly. Cupboards/storage will need to be looked at. Hooks for the children’s bags to hang on the veranda are in the process of being installed.

      *Special Needs education for school community:* P&C will host a speaker to educate parents/carers about special needs students and ways to assist our children in interacting with people with diverse needs. Aim for the speaker to attend the April 8th meeting.
*Seating grant for seniors playground:* Community Building Partnership grant, paperwork completed now. 38m of seating for the primary playground area.

4. **General Business**

*Back to school BBQ:* and meet the teacher afternoon set for Friday 21st February. Kerryn has organised Wollongong Jumping Castles. Sue has offered to co-ordinate this event. This is a wonderful school community afternoon that is well supported. Notes have gone out to the school community. Helpers will be needed. In response to parent feedback from previous years we will aim to allocate two parents for each jumping castle as it can be really busy monitoring the children & keeping it safe (2 for each half hour time slot) and more cover for BBQ/serving as occasionally people have not been able to turn up at the last minute (due to sickness or work commitments). People to help with setting up and packing up will also be needed. This event will be on regardless of the weather.

*Southern Stars involvement being bi annual?* Due to the huge commitment of the school both in terms of staffing and finances including the amount of time the students miss from school, it is being considered to attend Southern stars on a Bi Annual basis. This is for the combined schools dance/choir. Students will still be able to independently audition for ISA as part of Southern stars. The principal in consultation with our teaching staff will make the final decision regarding this. Students involved last year’s Southern Stars had already been told this could be a possibility

*Bunnings BBQ Date* [Date set for Sunday 9th March. Patty Rose coordinating this event. Helpers will be needed to staff the day. Patty will send home notes.

*Fly screens for classroom windows:* Request for flyscreens on classroom windows, especially in the Multi-Purpose building with 3/4H & Mrs Bailey. The mosquitos are bad in that area and the children are being bitten. It is not always necessary to have the air conditioning on with the windows closed and it is felt fly screens would be beneficial.

*Eating arrangements for the primary students:* Parents have again voiced their wish for the students to be able to sit with their friends at recess & lunch rather than having to sit in class groups. Several parents expressed the distress that several students experience when put in different classes, away from their social structure and the effects this has on them being at school. It is generally felt that this age old rule is needing to be reviewed. Robert to discuss this issue with Mr McGuire & Mr Jones. Parents suggest a trial of a new arrangement and suggest if monitoring of rubbish disposal (or lack of) is needed that the SRC be involved.
*Wet weather plans for 1c (the new classroom);* Students of 1c will join the other students on the infants veranda. In the event of extreme weather they will remain in their classroom like the other classes. P&C will look for grants to provide undercover walkway access from this classroom linking the school.

* School bag area/hat room for seniors;* it has been bought to the attention of the P&C that senior students have no place for their bags. They are currently left over the steps to those classrooms, including in bad weather. This includes the disabled access ramp. There is not enough room in the classrooms for the bags. Suggestion to reorganise available space to create “hat” rooms for these students. Robert will investigate further.

* Sports Captain & Vice Sports captain badges;* these students will receive badges at the SRC assembly.

* School dance- Bush dance cost/other options;* Bush Band will cost $900. Felt this may be too costly. Discusses other options for the students disco/dance. Suggested the SRC be involved and liaise with students as to what they would like to have. They can provide feedback to the P&C. Will pursue further once the SRC has been elected & inducted.

* Working Bee to clear out storage/ shed out the back etc.;* Storage needing to be sorted around the school. Date set for a working bee. Saturday 29th March from 2-5pm. Justin Kennedy offered to audit storage space. Will advertise this closer to the date.

* Festival certificates;* some still not handed out. Remainder distributed at the meeting.

* Signage around the school;* approx. $1500 for a lamp post style sign showing arrows to places in the school. Mainly the office, canteen, infants/seniors area. Looking into options

* Payments by parents into P&C bank accounts;* handover to next meeting

* Photos of teachers and map of school to go out to parents;* will happen shortly. Will also do the same for P&C/Auxiliary executive once 2014 AGM has been held.

* Review of P&C constitution prior to AGM;* Annual review of our constitution prior to the AGM. Sue to distribute to the contacts list prior to the meeting along with the agenda.

*Goals for this year- Greening our school, supporting our school history, fundraising & grants;* Lots of green grants currently. To look at what would suit our school. Need a wish list from the teachers/admin staff. Discuss further at next meeting.
* Parking/ drop off/safety out the front of the school; Continues to be an issue. Parents parking in the 2 min drop off/pick up zone. Increasing frustration for parents attempting to access these areas. Parents also dropping off children on top of the school crossing. Those present report sighting many near misses when children are dropped off/colllected. A note has gone home to the school community advising AGAIN of drivers obligations out the front of the school. Joel Thompson updated the meeting regarding the progress of council with pram ramps now installed at the front of the school (painted orange) Crossing flags to be relocated to this area. Concern voiced that now the students cross a driveway to get to the school gate. Also raised that the crossing flags are not to be left out all day. They are only to be out at school zone times. Flashing lights are being installed on Uralba Street to indicate school zone 40km speed limit. A parent also raised the issue of some students riding their bikes out of the school grounds and near miss incidents occurring. Robert to follow up with the students.

* Production of a school map; Suggestion to produce a map (especially helpful for new parents) so people know where things are within the school when discussing locations at P&C meetings. Justin Kennedy to action.

* Fruit and water; usually know as Munch & Crunch. This goes on in each class room as directed by the individual teacher.

* Canteen Paint; Revamp in progress. Mrs Guy and the students will be involved. The general assistant will undercoat the bricks first.

* Asbestos; Register available in the school office. All area that have been identified within the school are contained and presents. No risk to students/staff/visitors at this time.

* Uniform Order From; Suggestion made to include the Sticky Beak insulated lunch bag to the order sheet. Shari Kelly to action.

* Formalised Music Program; Susanna Walker investigated some options. Further information being gathered. All information to be presented to the next meeting for discussion.

* Showcase; Students have the opportunity to perform in front of the school each Thursday 11.30am at the school assembly. Starts from year 2. Ms Mizzi coordinates this. Great experience for the students to showcase their skills/talents from outside the school environment. Parents welcome & encouraged to attend

* Post Office Box; Suggestion to establish a P&C post office box in Westfield Figtree to have a central location for our mail. This will also allow access to our mail during school holidays. All in favour. Trish Davies to action.

* Parents Skill List; A suggestion has been made to develop a LPPS parents skill list. It works like a yellow pages system to advertise areas of expertise/business within our school and encourage people to support fellow parents. A fee would be charged to be include in the publication (to cover printing costs). Becky Keft to look at further.

* Interactive LED; Required for the new classroom. Costs approx. $6000. 3 year warrenty/50000hrs use. Peter Benten moved a motion to purchase the LED screen. 2nd by Becky Keft. All in favour.
5. **Correspondence In**

Phone call from Ryan Park, Email from community Building Partnership

6. **Correspondence Out**

Minutes, Agenda, Notices of meeting, Face Book notice, School App notice, ATO Instalment Activity statement, Allianz Policy Cancellation, Request form for workers comp.

7. **Principal’s Report**

See attached. Mr Cusack also gave a power point presentation on class structure & the reasons behind this. He was also available to discuss parent concerns and answer questions. A parent expressed concern regarding the cost of text books. Mr Cusack provided reassurance that children would receive their books if they could not pay. The school does not under any circumstances discriminate against individuals having financial difficulty and there are options and systems in place to address this. Parents should speak with the school office.

8. **Treasurer’s Report**


9. **Canteen Committee Report**

Cash Book balance $7673.00. Profit last year but heaps of money spent on the refurbishment of the canteen, including a new oven & fridge.

The canteen committee need to arrange a meeting.

There is a canteen expo on Tuesday 18th March. A bus organised by Edmund Rice College will be taking people if we want someone to attend. Elisabeth is unable to attend that day. Sue will check if she can attend.

10. **Auxiliary Report**

Report presented and attached.

Meeting informed that Auxiliary wish to pledge the funds required to purchase the Air Conditioning unit for the new classroom. This was discussed with the P&C Executive prior to the general meeting as a decision was needed and the A/C has been installed. All in favour.
11. **Uniform Committee Report**

The start to 2014 has been very interesting. The uniform shop has relocated and is now in the building occupied by playgroup. We have settled in with minimal disruption to sales which have been great. Our uniform stock is at its fullest capacity. Our order of football sock hasn't arrived yet. Delivery is expected end February.

**Financial Summary;**

Bank balance at 07/02/14-$4030.00

There are no outstanding invoices. We are waiting on delivery of short sleeve shirts, sports shorts, hats and football socks.

Uniform Shop volunteers, Turkan Benten & Shari Kelly.

Report approved by Kerryn Morrison & Trish Davis

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**Meeting Closed 9.20 pm**

Next meeting scheduled for Tuesday March 12th 2014 @ 7pm in the library.

The AGM will take place prior to the general meeting commencing promptly at 6.30pm