

P&C GENERAL MEETING  
 Tuesday 25th August, 2020 at 7.30 pm  
 Online via Zoom  
 MINUTES

Topic	Who
1 President's Welcome <b>Acknowledgement of Country</b> <i>We acknowledge that we are hosting this meeting from the lands of the Cammeraygal People.</i> <i>We also acknowledge the Traditional Custodians of the various lands from which we all meet today and the Aboriginal and Torres Strait Islander people participating in this meeting.</i> <i>We pay our respects to Elders past, present and emerging, and celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.</i>	President
2 Attendees & Apologies Apologies from Greg Austin and Sheryn Ho 34 registered attendees tonight, 29 attendees including: Alex Montgomery (Principal)      Kate Pereira (President) Su Hill (Deputy Principal)      Joe Grundy (Secretary) Linda Ryan (Deputy Principal)      Hindrik Buining (Vice President) Robyn Scott (Deputy Principal)      Irene Chan (Vice President) Pearl Chan (Treasurer) Aimee Ipson Pflederer (Canteen Convenor) Sue Low (Uniform Convenor, and Events) Joanna Hurley (Uniform Treasurer) Paul Battaglia (Technology Coordinator)	Secretary
3 President's Report President welcomed and thanked all for attending, and noted that there is no specific President's report this month as items of interest will be covered through the rest of the agenda.	President
4 Guest Speaker - <i>(No guest speaker this month)</i>	
5 Principal's Report This week is SAS recognition week which recognises all the people in the office, GA, site manager, SLSO's in classroom. They really are the backbone of the school and we recognise their hard work and efforts making the jobs of the teachers easier and we don't know what we'd do without them.  COVID-19 update: We are continually advised by Dept of Ed with changes with regards to COVID-19, and we follow policy. We have had to put in changes regarding being on site on the high school site, with parents no longer allowed to meet children on the oval. Another change is PSSA being off on off on and now cancelled this term. We feel for the kids who don't get to participate this term. With department guidelines we couldn't have more than 100 children in one location, especially with netball. We are not allowed to leave our network area to find other sites. Thank you everyone for your understanding. Changes from the Dept of Ed are in place until end of term when there will likely be new updates. Kindy orientation may also be affected, thank you Ms Scott for working through these logistics.  Linda Ryan: The "Tell Them From Me – Parents" Survey will be going ahead. Student survey was conducted in semester 1, then in semester 2 we do three surveys. We would like 600+ parents to complete the survey. Currently 7 parents have completed the survey, which has been open for one week already. There is now an added incentive to get parent feedback, which is really important to us especially with the upcoming three year school plan. The survey takes about 20 minutes. When you complete the survey please take a screen shot and send to your Class Parent. Class Parents will keep a tally and the class/es with the highest number of parent responses those kids will get a pizza party! Plus, the teacher of that class will get two weeks use of Alex's car parking space.	Principal



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Alex: Professional learning on staff development day was around the English Syllabus and textual context. All teachers, including EAL/D, have engaged in this learning and are taking time to join in collaborative programming. Jess Robinson is our instructional leader in English and goes into our classrooms and co-teachers shoulder-to-shoulder to help upskill all our teachers.

The coming Thursday newsletter will include information regarding the upcoming OC test, which the Dept of Education has said all schools must test their own students within their own schools. That test will take place in November.

Due to no NAPLAN this year the Department has instead released a Check-In assessment for years 3 and 5. Year 5 completed this, year 3 will complete soon. Focus is reading and numeracy, and is all online. The results will come with great teaching resources and guidance for teachers to help best cater for those kids.

It is with great disappointment that we have had to change the music program for next year, with tutors not being able to withdraw students from classes, we emphasise that the music program remains so embedded in our school culture. Unfortunately we do not meet required face to face levels in our classrooms, and this is not Principal's discretion. I reiterate again the music program is such an integral part of our school and I do not want to lose it, I greatly value music and we need to hold on to that strong history we have in music. Instrument ensembles and choral programs will continue. Thanks to the parents who provided feedback via online forms, which we are collating, with responses being solution focused. I have met with tutors and we are discussing what they would like to do and what is possible moving forward.

We will be having tutoring before and after school hours. Ensemble and choral programs will still continue. Additionally, all students K-6 should be accessing quality creative arts program... dance, drama, music, and visual arts. That means students in every grade will have specialist teachers coming into the classroom and teaching those subjects explicitly. I acknowledge this is a big change and some people will struggle with that change. I want all students to be able to access quality instruction in music.

Question: NESA says 20% of timetable is for school to schedule "other activities at the school's discretion". Can kids get music tutoring in that "20%"? Why are we able to timetable all the other activities but not music tutoring?

*Post-meeting clarification with Alex:* Schools across NSW are being instructed by the Department of Education to review their withdrawal-from-class sessions of individual music tutoring. The school can't schedule simultaneous individual tutoring for entire classes, which makes this a very different situation from scheduling an entire class together for language or library or SRE/SEE (as examples). A child missing the same time slot each week is systematically disrupting a significant portion of their scheduled learning for one curriculum area such as numeracy or literacy.

Question: What feedback will parents get from the Check-In assessments (which are instead of NAPLAN this year)?

At the moment the Dept of Ed have not made clear what and how they will communicate to parents. This is newly in place due to COVID-19. Alex will investigate and communicate findings. Note there won't be a state-wide comparison, only within school.

6	Declarations of conflict of interest? None declared	President
7	Confirmation of Previous Minutes – 28th July 2020 <b>Moved:</b> Joe Grundy. <b>Seconded:</b> Paul Battaglia Motion passed, none opposed.	President





# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Revamp of new uniform will remain on hold until we have an idea of better facilities to manage large sales and double inventory. However discussion can be resumed with exec soon.

Sue Low

- Events

Considering online social event options, a way to get together and celebrate achievements for the year, maybe dress up, maybe online trivia but actually considering online game show. Online game show is quite interactive, have had discussions with a host who is an actor with a co-host, and follow known tv game show formats. Can meet up in small groups meeting at people's houses (sticking to covid rules) and groups get online as a team. Could be Friday 25<sup>th</sup> September. Would be P&C funded rather than parent-paid.

**Motion: To approve up to \$1500 for a P&C-sponsored online game show night on 25<sup>th</sup> September, in the interests of promoting community social engagement.**

Moved: Sue Low. Seconded: Jo Hurley  
Motion passed, none opposed.

WE are also looking to run a fundraiser event in term 4 along the lines of art on tea towels or "box of socks".

Inflatable Obstacle Course is another option for students - Kate to investigate further. Kate Pereira

- Class Parents
- Technology
- Grounds

Sheryn Ho  
Paul Battaglia  
Greg Austin

Meeting closed 9:45

**Next Meeting: Tuesday 22nd September 2020 at 7.30pm - Venue TBA**



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## CPS P&C Treasurer's Report

Consolidated Results – as of July 2020

Income Statement				
A\$	Main A/c	Canteen	Uniform	Total
Voluntary Contributions	113,536	-	-	113,536
Sales	-	120,884	190,501	311,385
Fundraising and interest income	11,362	-	33,000	44,362
<b>Total Income</b>	<b>124,898</b>	<b>120,884</b>	<b>223,501</b>	<b>469,283</b>
Cost of Sales	-	76,068	108,203	184,271
Payroll	-	59,705	44,803	104,508
P&C Expenditure	49,604	-	-	49,604
Event expenses	5,955	-	-	5,955
Finance, Properties and Admin	23,408	3,160	9,528	36,095
Software and Depreciation	5,172	1,134	4,297	10,603
<b>Total Expenses</b>	<b>84,140</b>	<b>140,066</b>	<b>166,830</b>	<b>391,036</b>
<b>Profit</b>	<b>40,758</b>	<b>(19,182)</b>	<b>56,671</b>	<b>78,247</b>
Balance Sheet				
Cash at Bank	740,481	29,329	124,682	894,492
Inventory	-	1,577	82,416	83,993
Fixed assets	-	9,190	166	9,356
AR and Others assets	9,139	-	323	9,462
<b>Total Assets</b>	<b>749,620</b>	<b>40,096</b>	<b>207,587</b>	<b>997,302</b>
<b>Total Liabilities</b>	<b>-</b>	<b>14,358</b>	<b>11,119</b>	<b>25,477</b>
<b>Net assets</b>	<b>749,620</b>	<b>25,738</b>	<b>196,467</b>	<b>971,825</b>
Cash flow				
Opening cash as at 1 Oct 2019	689,012	27,784	113,805	830,602
Inflow	172,082	169,619	258,711	600,412
Outflow	(120,613)	(168,074)	(247,835)	(536,522)
<b>Closing cash as at 31 July 2020</b>	<b>740,481</b>	<b>29,329</b>	<b>124,682</b>	<b>894,492</b>

### Payments

Date	Paid to	Purpose	Amount
31/07/2020	Wholesale Trophies	Name badges for P&C	137.50
14/08/2020	Numeric Eight	Accounting Services retainer July 2020 & Xero subscription	1,404.02
			<b>1,541.52</b>

### Motion

- To approve amount totalling **\$1,541.52** (from main account, as listed in this report) for payment.



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## Canteen Committee Update

### Canteen Operations

- Pre-orders continue on School24, and pre-order of counter items encouraged
- New menu items to be trialled in Terms 3 & 4
- Counter sales offered at lunch times (Stage 1 and Stage 2 at 11:10, Stage 3, at 12:10)
- Reduced handling of cash on-site, with pre-orders encouraged and counter sales limited to coin purchases (coins sanitised)
- Continuous review of staffing structure in conjunction with sales volume and scheduling needs

### Long Term Arenas of Work

- Standard operating procedures
- General Canteen facilities efficiencies and fixed assets
- Sustainability practices: waste reduction, recycling, environmental footprint
- Packaging options suitable for current operations scheme
- Increased visibility with student community regarding healthy eating and healthy life habits
- Budget development for FY2021

### Healthy School Canteen Strategy

