



## **MINUTES – P&C Meeting 2 15 June 2020**

### **Attendance & apologies**

#### Attendees:

Stephen Reed (Principal), Anna Lloyd (President), Amanda Tattersall (Vice President), David Sawkins (Vice President), Ursula Heinrich (Treasurer), Rachel Fergus (Secretary), George Grose (Indigenous Representative), Kerri Dawson (Learning Support), Garth Stone (Sustainability Representative), Andrew McGlashan, Andy Hough, Trang Le, Ian Poulton, Kathryn Michie (Sustainability Representative), Sam Korff, Sarah McIlveen, Alastair Jeremy, Lowenna Holt, Jill Hung (Languages Coordinator)

#### Apologies:

Flavia Morello (Communications Officer)

### **Meeting opened**

Meeting opened at 7.01pm.

### **Acknowledgement of Country**

George gave the Acknowledgement of Country.

### **Approval of previous minutes**

The minutes of Meeting 1 dated 17 February 2020 were proposed by George, seconded by Amanda, all in favour, approved. (Minutes prepared by Secretary Rachel Fergus.)

The minutes of the 2019 AGM were proposed by George, seconded by Amanda, all in favour, approved. (Minutes prepared by outgoing Secretary Jill Jeremy.)

## **Discussion**

### **Welcome from President**

President Anna Lloyd thanked George, and also gave an acknowledgement of country.

In her welcome, she:

- Thanked the school leadership, teachers and staff for their work to ensure the education, safety and wellbeing of Flodge students throughout this period.
- Outlined the work of the P&C during this time - ie supporting the school staff and their efforts, progressing the playground improvements, submitting grants applications, creating online hubs for activities and kindness, developing virtual safety guidelines.
- Expressed gratitude to others in our community, such as Kate Buric who organised the online Mother's Day stall, Emma Elder who ran regular online art sessions while the majority of children were learning at home, all the class coordinators that volunteered during this time, and Jill Hung for volunteering to take on the role of Languages Coordinator (she also thanked Anthony Jucha for his work establishing and growing the program to date).



## Update from Principal

Principal Stephen Reed provided an update from the school on a number of topics.

### COVID-19

- Stephen thanked families for their ongoing support during this time.
- He described the timeline of transitioning to primarily online learning and back to face-to-face, and provided an overview of adjustments made at school-level based on government recommendations.
- He explained the professionalism, commitment and resilience shown by staff during each stage / phase - to ensure equity, the wellbeing and welfare of students, and support for families.
- Students are now being assessed, to inform term 3 learning.
- Reports will be simplified with no A-E scale (ie no comparisons), and any equity issues addressed.
- There will also be parent teacher sessions in term 3, and reports again in term 4.

### School infrastructure

- Briarbank was completed in April /May, and restored to a heritage colour scheme.
- K-1 play area redevelopment will take place in July - it will become a more colourful area, seating around tree area will be changed, the mud/sand pit area will be modified, the current soft ball area will be changed including more grass - goal is to create different areas for kids to play in. P&C Infrastructure Advisor David Sawkins has helped develop the plans: Stage 1 concept plans can be viewed [here](#), and Stage 6 concept plans can be viewed [here](#).

### Term 3

- Extracurricular activity will return in term 3.
- Social distancing among adults is main requirement - so activities involving adult support are TBC.
- Goal is to return to normal as much as possible; counsellors, speech therapists will be allowed into school, but parent volunteers are still not permitted.
- Athletics Carnival is being assessed and currently TBC.
- Camp will not be able to go ahead.
- Staggered pick ups will continue. Teacher on gates from 8.50am for drop off.
- External Validation must be completed. School to be reviewed / interviewed Tuesday 8 September against 14 key elements in learning, teaching and leading. Process will guide school's future plan.
- PIVOT Years 3-6 (authentic student voice reflection tool) - program will continue in term 3. School has been asked to continue with the trial and include a partner school.
- Increased Learning and Support - an additional MiniLit group (Year 1 students) means we now have two multi and two mini groups, and a Stage 3 targeted writing group.
- Professional Learning - staff have been on a huge journey the past semester. Focus for ongoing professional learning will be formative assessment strategies, developing enterprise skills for 21st century learning, ongoing student and staff wellbeing, workshops from SPELD NSW on supporting students with specific learning difficulties.

Stephen requested that parents and carers who have any questions related to the above should email the school and he will answer them personally: [forestlodg-p.school@det.nsw.edu.au](mailto:forestlodg-p.school@det.nsw.edu.au).



## **Fundraising in 2020**

P&C President Anna Lloyd then summarised P&C funding goals and challenges for 2020, particularly given the impact of COVID-19 and physical distancing requirements.

She noted:

- It is a sensitive time and we need to be aware that many people are currently facing significant challenges, including financial.
- One of the biggest questions is whether the P&C has a mandate to fundraise in the second part of this year. And if we do, what would be appropriate at this time?
- There are also physical distancing constraints still in place, that present additional logistical challenges.

She also confirmed playground improvements were previously agreed as the main recipient of this year's P&C funding efforts.

P&C Indigenous representative George Grose outlined plans for another colour fun run and a Father's Day raffle, as part of the Indigenous group.

He noted:

- The colour fun run can be conducted under current COVID restrictions if remodelled (ie classes running separately).
- 4 December is the likely date for this year's event.
- Last year the fun run contributed significantly to fundraising efforts, including providing 7 computers for the school.
- It was a program of the Indigenous working group and should remain that way.
- George also proposed an online raffle through rafflelink.com.au timed for Father's Day - that would charge the P&C a fee to organise it.
- This would allow for 24/7 fundraising, that communication could happen via the P&C's social media FaceBook groups now reaching over 500 people, it would involve less organisational time and fewer volunteers.
- Donated prizes could come from local businesses eg wine, vouchers, parents request donations from businesses.

Further discussion followed including noting:

- While some in our community are facing greater challenges at this time, others are less affected and may be very motivated to contribute - finding a way to fundraise that does not put pressure on people but lets people who are able and willing to contribute could be beneficial.
- The fun run was great fun for the kids and successful at raising money, however the company's communications might need to be reduced and/or adjusted to account for current circumstances.
- The Halloween Disco may be unable to go ahead this year, however if large gatherings on school grounds are possible by term 4 it could provide a welcome return to familiarity. This will need to be revisited in coming months, as it is currently against required restrictions.
- Being explicit about the specific target we're fundraising for (ie how much money is required, to go towards playground improvements) would be beneficial in communications.
- Anna confirmed the target for the year had been \$30-40k but COVID had changed that.



- David suggested if we could raise that money by mid 2021 - through a combination of grants, fundraising, sponsorship and FLASCA's potential contribution - that would be ideal for progressing the planned playground works.
- Stephen acknowledged in previous years the school had raised money by hiring out the hall etc, and that might start up again next term - however the school also has a role in supporting local businesses.

The idea of initiating a GoFundMe campaign garnered a lot of support, with discussion noting:

- A platform like this could be very effective in raising funds for a specific target within a specific deadline.
- Separating fundraising efforts from events the kids can enjoy might be appreciated at this time.
- It could mean family members living overseas could contribute too.
- Given there isn't a fundraising team or events team in place, this could be the most appropriate and effective option at this time.

A virtual fundraising event was also proposed, noting:

- Organisations that had been able to embrace digital had been very successful.
- We could consider a virtual event such as wine tastings, virtual quiz/trivia.
- It would require an overhead cost of having someone to moderate, but could reach a potentially broader audience.

Anna thanked people for their contribution; no decisions were made but the executive will further explore the idea of a GoFundMe campaign before the next meeting.

## Funding, Spending & Approvals

### **Forest Lodge P&C Treasurer's Report to 31 May 2020**

*Written report provided:*

[https://drive.google.com/file/d/1O4ofrkdieXDQLhiivVceWFttgarpf4\\_/view?usp=sharing](https://drive.google.com/file/d/1O4ofrkdieXDQLhiivVceWFttgarpf4_/view?usp=sharing)

### **Music Committee Treasurer's Report to 15 June 2020**

*Written report provided:*

[https://drive.google.com/file/d/1J5HfsI0tWbjYMnYtt\\_hvAn0RGfT-iUuZ/view?usp=sharing](https://drive.google.com/file/d/1J5HfsI0tWbjYMnYtt_hvAn0RGfT-iUuZ/view?usp=sharing)

### **Compost bin/worm farm/veggie garden**

Garth suggested that deciding on any purchases should be put on hold until the waste audit has been completed (see Sustainability report below).

George raised that at the last meeting, the idea of seeking donations of second-hand materials from parents was raised.

Garth agreed that was a good way to proceed, once it had been decided what bins and method of installation are most appropriate for our setting, given that it is important that we work to avoid attracting rodents).



## Reports

### **Principal (Stephen Reed)**

*See update above.*

### **Music Committee (Emily Mcknight)**

*No report provided.*

### **Grants (Bec Schepers)**

*Written report provided:*

We have submitted our application for the next round of funding to finish the playground works for Stage 1 and the Kindy playground.

### **Infrastructure (David Sawkins)**

*See update above.*

### **Playground and Garden (Mic Everett, Rob Hynson)**

*Written report provided:*

We have done some essential maintenance on the fences protecting the trees planted over the past few years. Two parts of the wire fences had broken and were fixed to make them both safe and functional. These fences have been invaluable in protecting our trees and shrubs from balls and kids.

We quickly checked the irrigation system and fixed a few bugs to keep it working through the winter when needed. Most of our trees and plants are thriving thanks to the recent rains and this spring and summer should see some significant growth with many of them also flowering. We have a few jobs still to do, including weeding and mulching, planting a few more plants plus finishing installation of the fence in the Bridge Road/Ross Street corner.

### **Indigenous (George Grose)**

*Verbal report on intended fundraising activities by the Indigenous group - see discussion above.*

### **Learning Support (Kerri Dawson)**

*Written report provided:*

One meeting was held online during the close down. We will plan another later in June, and are looking forward to engaging more with parents and the school soon.

Any parents who would like to get involved or have questions can get in contact via: [flpslearninguniquely@gmail.com](mailto:flpslearninguniquely@gmail.com).

### **Sustainability (Kathryn Michie and Garth Stone)**

*Written presentation available [here](#).*

*Verbal report also provided:*

The Sustainability Team is still focused on climate change and waste.

There's a huge amount of enthusiasm from student leaders, and the team is starting to kick off activity again after the shutdown.

### Waste



Have a waste audit plan based on the Planet Ark project, with student leader oversight and teacher involvement. Aiming for last week of term, subject to Stephen's approval.  
May need some financial assistance with hanging scales, but will work to source them other ways first.

Putting compost bin on hold until after the audit.

#### Climate / tree planting

Had hoped to do excursions and plant offsite, now not possible.  
But may be able to align with Johnsons Creek project, now exploring tree planting and getting students involved with that broader project.

#### Sustainable school grants

Exploring possible funding, what projects we can put forward, up to \$15k available and we'll discuss in our meeting next week.

#### Volunteers

We will be following up with people that expressed interest at our last meeting in February.

#### **Languages (Jill Hung)**

*Written report provided:*

- Our language program was handed over by Anthony to Jill last week. She now has the list of providers/school/current family contacts and has gone through with Anthony how the programs work.
- As confirmed with the P&C, French and Spanish classes will continue in Term 3 and we will look for another Mandarin provider for Term 4 or Term 1 next year.
- Aiming to confirm with Alliance Francaise and Cervantes this week to get a starting date in Term 3 and get interested families to enrol before the school holidays begin.
- Any additional plans/thoughts for next year could be discussed in Term 4 if everything goes smoothly.

#### **Other business**

Nil

#### **Close**

Meeting closed at 8.16pm.

The next meeting is on 20 July 2020.