



MINUTES – P&C Meeting 5, 19 October 2020

Attendance & apologies

Attendees:

Stephen Reed (Principal), Amanda Tattersall (Vice President), David Sawkins (Vice President), Andy Hough (Treasurer), Rachel Fergus (Secretary), George Grose (Indigenous Representative), Garth Stone (Sustainability Committee), Kerri Dawson (Learning Support), Frier Bently, Jennifer Li, Alastair Jeremy, Lowenna Holt, Sarah McIlveen

Apologies:

Anna Lloyd (President), Flavia Morello (Communications Officer)

Meeting opened

Meeting opened at 7.02pm, by Amanda.

Acknowledgement of Country

George gave an Acknowledgement of Country.

Approval of previous minutes

The minutes of Meeting 4 dated 21 September 2020 were proposed by Garth, seconded by Andy, all in favour, approved. (Minutes prepared by Secretary Rachel Fergus.)

Update from Principal

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

Enrolments

58 Kindergartens for 2021 so far - Briana Filmer and Stephen met with families last week and welcomed them to FLPS.

- Orientation starts on Thursday - 3 sessions
- This will move us to 375 students
- Sending our re-enrolment forms for K-5 soon
- Out of area panel - a member from the P&C will be required to be part of this process, going through out of area applications with Stephen and two teachers, reviewing and making decisions.

Policy review

Child protection policy is under review - Stephen requested the P&C put a call out to parents willing to consider the current policy and provide suggestions.

Policy development

Digital technology - more students are coming to school with Smart watches. We as a school need to manage this and are developing a policy to match. This will also require parental input.



Term 4 guidelines

Parents still need to follow current health guidelines. No parents/carers allowed onsite before school. Parents/carers onsite for a small window for pick up. Thank you to families for ongoing support with this. Also thank you for leaving school grounds as quickly as possible.

Staff Development Days 2021

Now there will be two (up from one) staff development days at the beginning of Term 1. Students now return Friday 29 January TBC.

School plan

The School is now going through developing a new school plan. Based on evidence from External Validation we are completing a Situational Analysis which will inform our plan for 2021-2024.

Learning Sprints

Learning Sprints has been successfully running since term 3. It involves targeted intervention groups with a small number of students in each, based on what a student's personal goal is. This allows the staff to track, target and intervene. It is a \$90-100k investment, and supports students to undertake goal-based learning specific to individual needs.

Koomurri

The Koomurri team will come to the school to run workshops with students next Friday 30 October, coinciding with World Teacher's Day. NAIDOC week will be happening in November this year.

Actions:

Once the school provides further detail about the out of area panel, child protection policy review and digital technology policy development, the P&C will put out calls for interested parents to be involved.

(26 October update: David has volunteered to represent the P&C in the out of area enrolments panel.)

Fundraising/fun run update

George and Stephen provided an update on the colour fun run, which is being held Friday 10 December and organised as a joint project between the P&C's Indigenous collective and the school, via Everydayhero:

- A letter has gone out to parents/carers now, seeking registrations and donations.
- Staff had discussed using booklets to fundraise, and due to concerns about students approaching people in person, an online-only approach was preferred.
- Parents won't be able to be onsite for the run, but teachers will provide support.
- Alternative options will be available for any students who don't want to join the fun run.

School request for support for Stage 3 end of year activity

End of year celebrations



- The School has requested the P&C organise the decorating of the hall for the end of year dinner, and put on a BBQ lunch for Stage 3 students during one of the days they would have been at camp.
- Anna has put out a call for Stage 3 parents to organise.
- We have budgeted \$1k for this (2020/21 budget addressed later in the meeting).

Painted River project

Frier presented briefly on the Painted River project - see:

<https://drive.google.com/file/d/1-kLbGKf72GjWavgCDEihjVnQ2DVtx2MO/view?usp=sharing>

Now seeking an outstanding \$1.5k funding, principally for artist fees (around \$4k) and the DA application (\$750).

She noted:

- The project still requires DA approval, which is underway and looking positive.
- University of Western Sydney is providing in-kind support
- The school has been very supportive, and agreed to underwrite the project by \$1k
- 'Create' grant for \$2k from City of Sydney successfully obtained
- Taylor's Street Hardware has agreed to provide the paint - around \$500
- MP Jamie Parker has requested Sydney Water support the project
- Any additional funds raised will pay back the School's underwriting of the project, and go to the School.

Discussion about possible additional fundraising opportunities followed, and actions agreed:

- Request for Anna to sign a letter supporting Jamie Parker's request for financial support from Sydney Water (completed).
- Frier, via the School, will link in with Year 6 leadership re additional fundraising.
- David will send the GoFundMe link (once live) to the local football club.
- Any fundraising activity will take into account health and safety considerations.

Frier pointed to an additional opportunity for further fundraising activity as the mural is being painted (7-9 December), in which students will be rostered to help the artist.

Stephen thanked Frier for all the work she's done for this project, one he very much wants our Year 6's to have the opportunity to finish. He noted he's also discussing the project with the Department's art unit.

(23 October update: in excellent news, Sydney Water has agreed to contribute \$3k to the project. Gelato Messina at the Tramsheds has confirmed they don't offer monetary sponsorships, but are happy to donate a voucher as a prize for fundraisers on a case-by-case basis.)

Housekeeping before handing over to the next executive



The current executive team is due to step down following the AGM on 16 November; Amanda thanked Andy for taking over the Treasurer role early.

The P&C will send out communications to parents/carers, seeking calls for interest in the roles from our community.

The current executive is keen to establish some policies and procedures to provide structure, and reduce the administrative burden on the incoming team, so there is more time to focus on areas where they can make a difference.

The executive therefore proposes:

A code of conduct and complaints procedure

These will draw on the P&C Federation templates.

The aim is to provide clarity for those who need it, and a framework for managing complaints should that be needed in the future.

Drafts will be included in the agenda for the November 16 meeting and approval sought, ahead of the AGM.

A social media policy

Will draw on the P&C Federation template, and the [P&C guidelines for live video sessions with students](#), developed with the School when the majority of students were home due to the pandemic.

The aim is to provide clarity on what the P&C does online - and guidance on what the P&C Facebook page is for, what sort of posts are appropriate, and the approval process posting.

The executive agrees best practice is to have just a couple of people authorised to post, as per the Federation guidance.

Drafts will be included in the agenda for the November 16 meeting and approval sought, ahead of the AGM.

In the discussion that followed:

- Amanda noted there was a real question around whether the P&C needs a Facebook page.
- There was broad agreement the Facebook page could be closed down, particularly given the range of other communications tools now in place - ie the School's ENews, the P&C newsletter, the P&C's MailChimp email distribution list.
- Concern was also raised about Facebook as a platform, and that a broader discussion around our social media engagement and channels was warranted.
- George moved to close down the Facebook page; Amanda resolved to address this at the next meeting following further consideration.

Reduce meeting frequency

The executive proposes reducing the number of meetings to 5 per year - one at the start of each term, and the AGM at the end of the year.



Amanda explained the executive are keen for sub committees to be as vibrant and active as they need to be, and for the executive to be able to focus where they can be most useful in supporting these activities and the school.

If there is a real need for an additional meeting, it can be called as required.

There was broad agreement for this in the meeting.

This will be moved for approval at the November 16 meeting, ahead of the AGM.

Require working with children checks for office bearers

The executive considers it appropriate to move to require working with children checks for all P&C office bearers.

It is more than is legally required, but is a relatively easy process and one that emphasises our commitment to the safety and wellbeing of our community.

Rachel moved to approve, however some concerns were expressed.

Rachel requested any concerns be emailed to the P&C via mail@flodge.net.au for consideration ahead of the 16 November meeting.

General discussion

During the discussion it was also noted:

- P&C executive meetings should be minuted and made available; Rachel explained that while conversations had happened between executives this year, COVID meant there hadn't been many formal executive meetings and that significant decisions have been made in member meetings. (At the next meeting, the executive will seek approval on the minutes of the extraordinary executive meeting held on 8 May, and make them available.)
- It is difficult for a new executive to put rules in place, it takes time to learn the roles and then determine what might work best; suggestion to brief the incoming executive early and with as much background as possible.
- Next year presents an opportunity to simplify the P&C, reduce the number of positions and reduce what goes on behind-the-scenes.
- Functional working groups led by people who are passionate and dedicated - such as the sustainability committee and learning support team - provide strong examples of how things can be achieved, with the executive being freed up to provide focussed support where it's needed.

Funding, Spending & Approvals

[P&C September 2020 accounts](#)

[Music Committee Treasurer's Report to 18 October 2020](#)

[Approval for 2022/21 financial year budget](#)

This budget is relatively constrained, but still supports the strategic priorities agreed at the end of last year - ie funding the playground improvements.

In the discussion:

- Stephen confirmed the Year 2-6 play area was next in line for improvements, cost TBC.



- George noted due to COVID and the shorter fundraising period, the fun run may not generate this year as last year; Rachel confirmed the funds for the fun run go direct to the school so it is not reflected in this budget.
- Lowenna asked if funding for the parent's learning support group might be possible, for teacher talks and/or education, noting current financial constraints.

David moved to approve the budget, allowing for it to be amended pending an approved proposal from the Learning Support Group and consultation with Stephen, Rachel seconded, all in favour.

Reports

Sustainability (Garth Stone)

Verbal report provided:

- Food scraps recycling started on Monday. Classroom hacks were sent on Friday, with guides for students and teachers, created by the committee. Included bins, liners, etc. Newsletter was sent to parents today with details, including the two companies being used. There were some glitches in the first couple of days; Nathan and student leaders will discuss to sort them out.
- Sydney City Council is able to offer mixed recycling for the school, which the committee is exploring. Once the committee has all the information, including what can and can't be recycled, they'll go to the school to discuss.
- Solar initiative - City of Sydney Councillor Jess Scully now in touch with the Sustainability Committee, about the Parents For Climate Action efforts to increase solar in schools. First action will be to conduct an audit of the school's solar use/capability.

Other business

Assemblies

Regarding whether parents can observe assemblies over Zoom, Stephen has advised the School is not doing Zoom assemblies this term.

Cash box

Rachel forced open the P&C cash box with the lost key, and inside was \$125 in notes and a small bag of change. This - along with the EFTPOS machine and Treasurer's folders - is now in the locked P&C room above FLASCA, and can be used as a float when we're next able to run cash-based events.

Library fund

Stephen has advised that if the P&C attracts sizeable donations, these can be directed to the school's library fund and would therefore be tax deductible. (However the funds can only be used for the purposes of operating the school library - see

https://www.schoolsplus.org.au/wp-content/uploads/2015/02/Factsheets-Library-and-building-fund-combined_Aug.pdf).

Budget



On request, Stephen also confirmed the Department of Education has released a proposed budget for the school based on our numbers, of around \$3.4m.

Close

Meeting closed at 8.34pm.

The next meeting is 16 November 2020, immediately followed by the AGM.