

P&C GENERAL MEETING  
Tuesday 25th February, 2020 at 7.30 pm  
Staff Room  
AGENDA

	Topic	Who
1	President's Welcome <b><i>We would like to Acknowledge the Guringa people who are the traditional custodians of this land. We would also like to pay respect to Elders both past and present of the Guringa nation and extend that respect to other Aboriginal people present.</i></b>	President
2	<u>Attendees &amp; Apologies</u> No apologies	Secretary
3	<u>President's Report</u> (Attached)	President
4	<u>Guest Speaker - Arts Program</u>  This term the school has employed a parent, Rachel who runs Lane Cove Gallery and Creative Studios to run an arts program at the school from K-6. Two teachers come from Lane Cove Gallery and Creative Studios, Tue/Wed/Thu, each holding 4 x 1hr sessions each day except kindy 45 minutes. 5 weeks of weekly sessions for each and every class in the school. Examples of art session artworks from this program were shared.  Each year level has a focus medium and topic, with extension activities built in. Examples: Kindy: Shape and Colour Y4: Mobiles Y5: Streetscapes and cityscapes Y6: Futuristic assemblages, sculptures from new/recycled materials  Children will be monitored closely with program differentiation being offered to extend talented kids  All art will be put on display around the school when the program finishes for the year.  Comments from Y6: "Absolutely awesome", "I didn't know art could be like this" Parents reflected other positive comments so far from their kids.  Parent made a suggestion for consideration: hold a silent auction when all done.	Linda Ryan
5	<u>Principal's Report</u>  - reacknowledged traditional custodians, and struck by how seamlessly our teachers integrate aboriginal heritage into plans - welcome to so many new parents, the school is in partnership with parents to help our kids thrive and learn - thanks to P&C for kindy "Tears and Cheers" event with catering, look forward to continuing in years to come - thanks to P&C for uptake in Class Parents. The P&C really understand the need to support teachers. Wonderful to see so many volunteers for Class Parents, the teachers appreciate it. - great to see so many parents attend the information evening. First time we've done a whole school night, which was decided partly due to delays in full population returning to school due to COVID-19 and partly so that parents did not have to attend multiple evenings. Any feedback, especially about the "all in one evening" approach, please speak to Alex privately or email comments to the school. - professional learning for teachers is always ongoing. On staff development day at the start of this term the teachers went to Parramatta office (by busloads! like a school excursion, getting off the bus and walking in lines in pairs!!) Education is changing rapidly, and teachers could see this in progress at Parramatta office. (Wonderful place...	Principal Alex Montgomery



# CHATSWOOD PUBLIC SCHOOL

## PARENTS' AND CITIZENS' ASSOCIATION

there's even a soccer field on the roof.) Represents our department and their high expectation. Enough space to cater to the entire CPS staff!

- Evaluated our school vision, where we *want* our school vision to be and what we want our learning for our students to look like.
- Graham Ross facilitated a session around developing our school vision especially regarding our upcoming new buildings. There will be parent workshops on this, via the P&C, but still very early days.
- Examined data... eg literacy, attendance, well-being etc exposing teachers to the kinds of conversations we'll be having.
- Code of conduct presentation by Sue Low (Dept of Ed director) was noted by staff as a highlight.

- Important for parents to understand teachers are professionals and are engaged in their professional learning and growing, like any profession. This week focusing once again on teaching standards (across seven domains).

- Robyn Scott put in an application for a development program in mathematics learning, so some teachers will be sent to that.

- regarding the new school build, "SLEC" (school learning environment and change) engagement... preparing the school (teachers, community, learners) for how to best use the new build and learning spaces. Teachers volunteered to join a task force. We have four years to prepare. We need small milestones in place to move towards readiness for teachers, students, and community, which will be shared later on.

- Pedagogy ... exhorting all teachers to hunt and gather best ideas for CPS.

- New GA- Joe Vuoso. Joe was previously the school cleaner and has now moved into the GA role for the next six months. Keith is still at the school (and not allowed to leave!)

- Assistant Principal position vacant, panel formed to hire.

- Lots of maintenance over the holidays. Phenomenal amount of work done.

- Blocks A and B recarpeted, problems exposed under the floors so incredible it was ready by day 1 term 1... many thanks to Asset Management for making this work.
- Painting - they only took Christmas day and New Years day off and are still working overnight. Results are amazing ... feels clean and fresh and bigger. Can't praise painting firm enough, many thanks.
- Cottage was removed, two demountables in place.
- Two demountables added to bush campus. (Noted damage from storm to existing bush campus demountable.)

- Swimming Carnival: 50% of students attending CPS at the time (due to COVID-19) plus not enough shade at the venue, so changed carnival to just take competitors who can swim 50m and interested in getting into zone. We apologise for the miscommunications... it was never our intent to make it only for zone swimmers. This is not a precedent for future carnivals. We *are* reviewing carnivals to ensure they are fully inclusive and whole school events, and we'll communicate future plans.

- ICT (technology) - thanks to P&C for \$85k and "I will spend it, thanks". We are currently ensuring classrooms have the most upgraded technology, so we are doing a full technology audit before selecting spending targets.

- CPS Community Charter around protocols and norms of comms between teachers and parents. Sadly, in our profession, teachers sometimes receive inappropriate emails, and sometimes at inappropriate times (late night, weekends) and we don't want our teachers to burn out. It can be hurtful and harmful to receive emails like this. Dept of Ed has communication charter outlining communication both ways, to support student learning and wellbeing. Every student should be known valued and cared for, which isn't going to happen without respectful communication. So collectively as staff we put forward:

- teachers will respond to emails in a timely and professional manner. eg obviously teachers cannot respond during the day while they are teaching.
- teachers will contact the parents if they have concerns about a child
- honesty transparency and respect



# CHATSWOOD PUBLIC SCHOOL

## PARENTS' AND CITIZENS' ASSOCIATION

- tolerance and understanding promoted in our community
- We can't expect teachers to respond to every email straight away... they're busy teaching
- Teachers may choose to share or not share their professional email address - this is their choice and in a school of this size we need to offer them that choice.
- We encourage all parents, if you have any issues go to your teacher first. Then to DP (deputy principal). Then to Alex (principal).
- Parents who fail to follow communication charter will not be allowed to speak directly to their teacher.

Robyn Scott spoke on "Playmates" program: I'm passionate that our Kindy kids get a great start to the school, a lot to absorb for a Kindy kid. And it's important to find a friend, and make a friend, and keep a friend. "Playmates" program is designed to assist the kindy kids with this. Teachers can't stay with them all individually all the time. "Playmates" is, simply, older children (Y5 and Y6) working with groups of younger children. Great leadership role for the older kids. It's beautiful watching the older kids leading groups of Kindy kids. Older kids who didn't initially volunteer are now coming up to Robyn saying "how can I get involved". The program is working - groups are together during lunch (after eating) playing games, four days per week. Older kids are learning to be responsible, and about community. This is not the "buddies" program, which is in class time. "Playmate" program will be phased out towards the end of the term, however Robyn has more plans for the future.

Q. Due to choir and music etc some Y5 Y6 kids nervous they will "lose their spot" in their activity or in Playmates.

A. Robyn asks Y5 and Y6 kids "if you aren't going to be at Playmates, can you please be responsible and find someone who can fill in for you?"

6	<u>Declarations of conflict of interest?</u> (None)	President
7	<u>Confirmation of Previous Minutes – October 2019</u> Moved Kate Pereira, seconded Paul Battaglia, passed none opposed.	President
8	Outstanding Items  <u>"Meeting to take place re PSSA uniforms"</u> Kate acknowledges PSSA sports uniforms are looking "a bit old" and will follow up.	Kate
9	<u>Correspondence</u> (see Traffic update)	Secretary
10	<u>New Build</u> <ul style="list-style-type: none"> <li>• Update on demountables - noted due to two new Bush Campus demountables the high school new demountables (in preparation for Building R) are now on the high school staff car park. High school demountables on Oliver Road car park will simply be removed in due course.</li> <li>• On track for SSDA (state significant development application) soon. SSDA processing time is variable and not within control of Schools Infrastructure. Once SSDA is lodged, detailed documentation will be publically available. The building envelope (size and placement) being lodged will be as per October presentations to the community. Project and architects have tested a wide variety of designs for operational effectiveness, safety, pedestrian flowthrough, cost and more and this remains the preferred option.</li> <li>• The meeting body clearly reiterate concerns that if opening of the new buildings is "four years away" then most kids in the school will be affected by the project works but not get to use the resulting new learning spaces. Better assurances are wanted that the staging process will be as painless as possible as this is all many of the current students will ever get to experience of the project.</li> </ul>	Joe



# CHATSWOOD PUBLIC SCHOOL

## PARENTS' AND CITIZENS' ASSOCIATION

- Concerns over timeliness and detail of communications were re-expressed. While it's reassuring that school representatives on the PRG are comfortable and that lots of work is going on "in the background" many parents not privileged to the PRG content are frustrated that timing and extent of works will significantly affect their child but they do not have enough information to assess the extent of this impact.
- It was noted that the project have said that while they have tested staging approaches, they will not finalise staging until there is a contractor assigned, as the contractor may well have further improvements to add to this process. A number of parents expressed that they do not find this timeline satisfactory.
- Alex noted that further community sessions are being planned with dates to be confirmed

Content of this discussion will be pressed once again at the next PRG, by P&C representatives.

### 11 Other Business

Joe

#### Proposals, Motions, Deferment of Motions

Quick reminders:

- Motions can be taken from the floor at a meeting but are preferred to be in the Agenda
- If any parent is uncomfortable with a Motion going to a vote, they can ask for the Motion to be deferred to the next meeting. No reason needs to be given.

#### Class Parent's Motion:

Sheryn

- **To appoint Vicky Zhang as joint Class Parent Coordinator**
- **To appoint Sarah Pang as joint Class Parent Coordinator**

Moved Sheryn Ho, seconded Joe Grundy

Passed, none opposed

#### Swimming carnival

Kate

Noted with thanks that Alex's principal's report covered these issues.

#### BBQs

Greg

Existing BBQ needs maintenance. Several options were explored, with the lowest cost being around \$200. Bunnings sell new similar BBQs currently around \$300. Will bring a Motion to the next meeting for purchase or repair.

Suggested we should also buy covers, to protect from the elements.

#### Possible dates for working bee?

Greg

Alex will host discussion of likely calendar dates.

#### Post Implementation Impact Reports

Kate

On behalf of the P&C Kate notes that we would like a clearer process to report actual school spending of P&C contributions, and an evaluation of the level of impact of that reported to P&C.

#### Traffic and parking strategies

Joe

- It is noted that we need to start changing traffic culture now to be ready for moving 1300 kids all on to the main campus. The local streets around main campus cannot handle our current total traffic volume, so new strategies and attitudes will be needed from the parent community.
- No Parking zones - noted to the P&C body that if we encourage correct legal use of No Parking zones we could increase capacity at pickup time by up to 50 cars. Legal use means: no waiting in the car, only pull up if your child is already waiting for you.



# CHATSWOOD PUBLIC SCHOOL

## PARENTS' AND CITIZENS' ASSOCIATION

- Transport for NSW "Drop-off and Pick-up initiative" - Transport for NSW endorse a strategy of volunteers marshalling use of a designated "pick up zone", a council No Parking zone reserved for use by this initiative. Drivers using this zone may not get out of their car and kids are helped into or out of cars by parent volunteers. Alex noted this program was in place at a prior school, and "volunteers" were garnered by nominating one class each week to marshalling duty.

Challenges are:

- clarity on liability and insurances
- requires confirmation from Dept of Ed
- requires a No Parking zone where kids don't need to cross the street, and currently the only option is the Centennial Ave zone where drivers are committed to go out Pacific Hwy or doing dangerous U-turns.

Alex is following up with Dept of Ed. Further discussions on this initiative will happen.

- Promoting ride-share - two different companies that run "ride-share" websites contacted the P&C. These are online tools where parents can register willingness to share arrangements driving kids to/from school. Noted that Kindy kids would need safety seats and that restricts opportunities for ride share. Noted that older kids often have lots of after school "not going home" schedules and that restricts opportunities for ride share. Paul Battaglia volunteered to investigate ride-share websites and come back with a recommendation of a site the P&C can endorse and publicise to the community to ensure maximum take up on one platform.
- Escalators - following completion of repair works (at last!) late last year and installation of security cameras, the person routinely turning off the escalators has been caught. It was not a student, but an adult (I believe in their 20s). Since then Joe has not noted any incidence of the escalators being offline at a relevant school time. Joe will cease monitoring the progress of escalators. Parents are again encouraged to use the escalators and overpass bridge whenever possible as it is the safest and often fastest option
- Council notifications of road works - Jenkins St was closed to car traffic on Monday 24th Feb but the school was not notified. Joe will take a complaint to Council and request they ensure all local roadworks are notified to the school.
- School crossing guard - Paul Battaglia was approached by a parent noting the school crossing guard is "often absent". Alex noted that the school gets notified, though at short notice and sometimes after the fact. There has been one noted absence this year. It is not legal for any person without Transport for NSW training to enter the school crossing to direct traffic, and there are not enough volunteers to do these jobs since uptake is low as the hours are short and straddle the school day. However when the school gets sufficient notice a senior staff member will be present at the crossing to monitor the situation.

### ADMINISTRATION

#### A.1 Treasurer's Update (See attached.)

Treasurer

#### ***Treasurer's Motion:***

***To approve amount totalling \$19,256.74 (from the main account) for payment.***

Moved Pearl Chan, seconded Joanna Hurley

Passed, none opposed.

#### A.2 Sub-Committee Updates

- Canteen - see attached

Aimee

Menu updates and Healthy Canteen Strategy - Aimee gave a rundown on the three year journey to receive NSW Healthy Canteen status.

- Uniform Shop

Sue Low



# CHATSWOOD PUBLIC SCHOOL

## PARENTS' AND CITIZENS' ASSOCIATION

- Thanks Aqualand for allowing us to use the ground floor location for three years rent free, however we've had to move out now. Many thanks to volunteers who helped move the uniform shop, again. Noted this is Matt Wood's eighth time to move the shop / storage. Uniform shop is now located adjacent to the canteen.
- Request teachers all be reminded of the new location, as some teachers are still directing parents to the old location.
- Discussed requirement for parents to sign in at front office whenever visiting or volunteering at the uniform shop. Logistically hard because parents come to the uniform shop from all gates, so school cannot police it. However, uniform shop staff will still encourage parents to remember to sign in at the front office.
- We now have a makeshift changing room at the new uniform shop location.
- Thanks to the school and volunteers for facilitating the option to deliver to classrooms. Good positive feedback from parents about this option.
- As always, call for volunteers especially to help with deliver-to-classrooms. Many hands make light work.
- Q. Who is responsible for lost property? (And where is it?)  
A. Alex noted due to painting, lost property is temporarily located in the main hall of building A but will return to its usual location when done. Also noted, lunch boxes in lost property are a health hazard when they grow mold and will no longer be allowed to stay in lost property for more than a week.

Sue Low

- Events

- Events schedule through the year - noted light on in term 1 while school and parents settle in for the year but more action in term 2 and 3. Each event will be allocated to a year group to lead. A programme of events for the year is currently being reviewed and we expect it to be published in the coming month.
- Interrelate - Family Evening Session - noted these are best done in close conjunction with the in-school program, they are not a replacement for the in-school program, and parents are encouraged to come with their child so everyone is "on the same page". Noted that a fixed price has now been negotiated with Interrelate, as reflected in updated motion...

**Motion:**

***P&C to provide funds up to \$896 to be used towards an Interrelate Family Evening session aimed at Stage 3 community in line with the school Interrelate sessions.***

Moved Sue Low, seconded Aimee Ipson Pflederer

Passed, none opposed

Sheryn Ho

- Class Parents

Sheryn introduced herself, started 4 years ago, met amazing people, got lots of positive feedback from families and we could see that our CPS teachers were going "over and above", we can see how much we can help in that situation. So we've stepped up into Class Parent Coordinator roles to help with communication.

Encourage Class Parents please.

Q. "If I want to be a class parent, how do you guys help?"

A. "We can help you connect with other class parents, can help draft reminders for school events etc. so not all class parents have to draft the same comms."

Alex introduced Shanshan Long to work with Class Parent Coordinators

Intention is for Class Parent volunteers to compile class lists and then email Class Parent Coordinators.

We have drafted a handbook to help Class Parents.



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

We want to help share and develop a sense of community in the wider school.

Kate will speak to Alex and facilitate Class Parent connecting with Class Parent Coordinators.

Alex proposes a morning tea for Class Parents.

- Technology - no report this month
- Grounds - no further report this month

Paul Battaglia  
Greg Austin

**Next Meeting is: 24th March 2020 at 7.30pm - Staff Room**