

P&C GENERAL MEETING
 Tuesday 27th October 2020 at 7.30 pm
 Online via Zoom
 MINUTES

Topic	Who																				
1 President's Welcome Acknowledgement of Country <i>We acknowledge that we are hosting this meeting from the lands of the Cammeraygal People. 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. 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 No Apologies. 34 Attendees, including: <table style="margin-left: 40px; width: 100%;"> <tr> <td style="width: 50%;">Alex Montgomery (Principal)</td> <td style="width: 50%;">Kate Pereira (President)</td> </tr> <tr> <td>Su Hill (Deputy Principal)</td> <td>Joe Grundy (Secretary)</td> </tr> <tr> <td>Linda Ryan (Deputy Principal)</td> <td>Hindrik Buining (Vice President)</td> </tr> <tr> <td>Robyn Scott (Deputy Principal)</td> <td>Irene Chan (Vice President)</td> </tr> <tr> <td>Grant Gailbraith</td> <td>Pearl Chan (Treasurer)</td> </tr> <tr> <td></td> <td>Aimee Ipson Pflederer (Canteen Convenor)</td> </tr> <tr> <td></td> <td>Sue Low (Uniform Convenor, and Events)</td> </tr> <tr> <td></td> <td>Joanna Hurley (Uniform Treasurer)</td> </tr> <tr> <td></td> <td>Paul Battaglia (Technology Coordinator)</td> </tr> <tr> <td></td> <td>Greg Austin (Grounds)</td> </tr> </table>	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)	Grant Gailbraith	Pearl Chan (Treasurer)		Aimee Ipson Pflederer (Canteen Convenor)		Sue Low (Uniform Convenor, and Events)		Joanna Hurley (Uniform Treasurer)		Paul Battaglia (Technology Coordinator)		Greg Austin (Grounds)	Secretary
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)																				
Grant Gailbraith	Pearl Chan (Treasurer)																				
	Aimee Ipson Pflederer (Canteen Convenor)																				
	Sue Low (Uniform Convenor, and Events)																				
	Joanna Hurley (Uniform Treasurer)																				
	Paul Battaglia (Technology Coordinator)																				
	Greg Austin (Grounds)																				
3 President's Report <i>(See attached)</i>	President																				
4 Guest Speaker - none this month																					
5 Principal's Report School Rebuild - Staging brief: Multiple options were presented to school administration for housing students during construction, including eg multiple sites. There was heavy consultation with staff and executive regarding operational matters. I believe the presented plan is the best option with the least impact on students. A number of parents have asked "are we still on the Main Campus", and yes we are. Building A will include refurbishments of the office, and the library will become two classroom learning spaces. P1 (on lower lowers) will be seven stories and include indoor and outdoor learning areas, fenced and suitable for wet weather. P1 will include our support unit and multicat. P2 will include more classrooms, and Building C includes hall. Multiple new toilets everywhere, on every floor. At the back (near Jenkins St) there are basketball courts on top and car parking underneath for staff and assisted travel (near support class). They will remove demountables near cnr Pacific and Centennial to make more play space. One demountable will be added back for music and canteen on Main Campus. When they begin building, from Oct 2020 to early 2021, all demountables on Main Campus will be removed. Block I ("BER" building) will be demolished, and so will the hall and canteen. We will only have access through the carpark, for delivery and emergency only. All staff will lose carpark space. Normal pedestrian access will continue from pacific hwy main gate and Centennial Ave but no access from Jenkins St. There will be hoardings and wooden fencing to block dust and noise from lower lowers. Bush Campus access will change temporarily, dates to be confirmed. From Centennial Ave (for a few months) the stairs will be closed while they build a path / stairs right at the east boundary, with a pedestrian bridge over the Oliver Rd truck entry. There will also be entry possible from Freemans Rd, but from start to end of the build process the Oliver Rd entrance will be closed to school use, for safety, as it will be the primary entrance for construction vehicles. There will be seven classrooms on the slope next to the north end	Principal																				



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

of the oval, which will be fenced off from the high school. More demountables all around the borders next to the south end of the oval, which will be connected by covered paths. Eddy Rd entrance will be the dropoff for assisted travel (multicategorical) during construction. There will be an additional staff room on Bush Campus and more toilets.

The new demountable and classroom layout will be in place from term 1 day 1 next year and K-2 will be on Bush Campus with 3-6 on Main Campus. New demountables on Bush Campus are mostly the smaller "three module" size, better suited for junior classes. Additionally, the Eddy Rd entrance is also more suitable for pickup and dropoff which is needed more by junior years.

One of the new Bush Campus demountables should be available to be used as a canteen.

In late 2021, P1 and P2 will start construction through to mid to late 2022, when they will begin building G (new hall).

OOSH will stay on Main Campus, using classroom spaces.

Suggestion: The kids will love peek holes in the fence (to building works).

Question: Where will heavy equipment be located? What will be changes to local traffic conditions?

Answer: Equipment will be stored in lowers and lower lowers. Both schools will completely lose their carparks. "Response to submissions" says construction traffic should be confined to daytime times not conflicting with pickup and dropoff traffic.

Question: Will cricket nets and basketball courts be demolished for duration of construction? (The cricket club on short notice has had to cancel all training for the next three years.) Project team has said simply "yes they will be demolished". Much discussion with project and Council but don't know where that's all at. Can there be temporary cricket nets? It appears one basketball court will remain, for use by high school... which will presumably have audio impact on adjacent demountables.

Answer: Yes, the cricket nets and basketball courts will be demolished. This is the situation we will have for the three years.

Question: What will happen to the uniform shop, given our storeroom will be demolished?

Answer: Can't communicate just yet as still being confirmed, but "there is a plan".

Question: With one less cohort on Main Campus plus removing the Hall, how does the outdoor area-per-student compare to current area?

Answer: Hard to answer, due to unknown enrollments.

Post-meeting followup: Joe Grundy made some calculations accounting for estimated change in population, removal of Main Campus hall and removal of demountables. Not counting lowers and lower-lowers (which get only partial use) during construction the Main Campus should have slightly more main playground space per student than now! Can't calculate Bush Campus due to unfinalized new intentions for shared use of High School oval.

Question: Can we get added shade for Bush Campus around oval so there is more shaded area?

Answer: There will be shaded path areas plus all decking and orchard for shade.



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Thanks to Elaine Neal for volunteering for the new Uniform Working Party. Purpose is to review our current school uniform, especially regarding girls uniform and sports uniform. Callout for further volunteers?
Kate, Joe, Sue Low, Lyndall.

Presentation Day will be this term, but cannot include parents due to covid-19 guidelines from Dept of Ed. Will be at Concourse and transmitted via Zoom. Split events as usual.

You will be aware P&C provides funds each year to the school, including \$53k for minilit and \$85k for operations. This year we are about to purchase about 120 laptops with the \$85k.

For next year we will be spending the \$85k on various projects:

- Outdoor music play equipment for the Bush Campus orchard (for K-2) which can move to Main Campus when the build is finished (see attached images) eg Rainbow Bongos, Metallophone, Babel drum, standing tubular bells, hand pipes, chimes. These will encourage students to experiment and enjoy. Approximate cost \$29,500
- Interactive whiteboards in remaining 10 classrooms in blocks A and B.

The quality of teaching “within those four walls” is paramount. Conscious of equity between the new build and old build, we will need to refurbish the classrooms in blocks A and B. The role space plays in our schools is more important than ever. We want our students to be critical and creative thinkers, communicators, innovators, collaborators. Can only do this in partnership with parents. We aim to give them engaging communicative collaborative learning spaces. Need flexible learning spaces, soft and hard spaces, offer choices of spaces for each student, engaging colours. Examples of furniture include (see attached slides):

- Teacher moveable work stations
- Intensive support stations
- Mobile storage, student tote tray holders and standup benches
- Mobile booth seats
- Individual (one person) student tables
- A mix of colours and styles of chairs
- Student desks with the top being writeable whiteboard surface
- Stackable stools
- Cozy chairs / beanbags
- Low tables (flexible shapes) sit at floor level but use the table surface
- Seat pads (on the floor)
- Curved ottomans
- STEM tables, swappable whiteboard inserts

Total cost about \$15k per classroom.

We would like to trial a classroom fitout with these furniture options. Will help upskilling our teachers, practice collaboration, trial and discuss. We will do pre and post evaluations and determine what has worked and what hasn't.

Much discussion was had regarding the relative merits of “immediate” vs “future” benefit, the need for a long term spending plan by P&C, and whether supporting this furniture is implying P&C will “automatically” fund potentially \$350k worth of similar furniture for all remaining classrooms in blocks A and B. (It wouldn't.)



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

<p>Motion: To approve \$20,000 for furniture for a classroom Future Focused Learning Space to allow teachers to evaluate, explore, share and develop skills relating to the final new school build pedagogy. Moved: Alex Montgomery Seconded: Paul Battaglia None opposed, motion passed.</p> <p>Alex will discuss with Schools Infrastructure the possibility of funding the trial furniture. We support trialing the furniture to determine what works well, continuing with transparency and presenting a clearly articulated plan.</p> <p>It was noted by Kate Pereira that the P&C will not be in a position to confirm what is funded and what is not funded by the Department of Education until approx May 2021 (e.g. furniture to A & B block, playgrounds, amphitheatre, air con, upgrades to audio visual equipment). Until this time it is difficult to put in place a plan of spending the P&C savings on both the new build and the students of today - however it is the intention of the P&C to ensure that money is continued to be invested in the students of today, and even better if that benefits the students of tomorrow</p>		
6	Declarations of conflict of interest? None declared	President
7	Confirmation of Previous Minutes – 22nd September 2020 Moved: Joe Grundy. Seconded: Paul Battaglia None opposed. Motion passed.	President
8	Outstanding Items <ul style="list-style-type: none"> ● P&C Welcome to CPS Community virtual project There will be a P&C Zoom later in the year, after AGM and school Q&A ● Upcoming AGM - Exec positions for 2021 (see president's report) ● P&C sponsorship of two second-hand Guzhangs for Chinese Music Ensemble (pending) ● Parent workshops on resilience Done some research on possible resources but looking into a couple more. Considering timing in the school year, discussion needed re scheduling. ● Uniform update (incl PSSA uniforms)- working group (see Principal's report) ● BBQ refurbishment / replacement (postponed to 2021) Met with Keith and Joe (GA) who confirmed we need two BBQs but already have gas. School to look into potential storage spaces during school build 	Aimee Kate Pereira School Aimee School Greg Austin
9	Correspondence	Secretary
10	New Build (see Principal's report)	Kate Pereira
11	Other Business <ul style="list-style-type: none"> ● Teachers' Thank You lunch Sue and Aimee are organizing the teachers' Thank You lunch. Kate passed on thanks for those parents and children who had made a "contribution" ● Tea towel fundraiser To commemorate this exciting and interesting year there will be a tea-towel fund raiser. Per year group towel. All kids have contributed a self-portrait and will be on sale very soon and will be delivered before end of term. Great Christmas presents. \$15ea, or three for \$40. Will be available through the tea-towel provider website. Thanks to school, teachers, and Aimee for the quick turnaround to get these designs ready. 	
ADMINISTRATION		
A.	Treasurer's Update	Treasurer
1	Treasurer's Motion: <ul style="list-style-type: none"> ● To approve amount totaling \$1,375.00 (from the main account) for payment. Moved: Pearl Chan. Seconded: Joe Grundy None opposed. Motion passed. 	



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Noted that the nominal cash balance (in the attached report) includes accrual not yet paid to the school.

A. Sub-Committee Updates

- 2 ● Canteen Aimee
- Sales volume has been increasing gradually over past term, so we are currently just shy of “normal” sales volume (pre-covid). However we are at an operating loss, due to accommodating staggered break times needing more staffing relative to income. Thanks to exec and overall P&C for continuing support for canteen operations as a service in these unprofitable times. Staff have been incredible in terms of being flexible and versatile, workflow changes etc.
- There have been ongoing adjustments to menus. Last year staff were making more food in-house, but due to staging and staggered breaks there is more making food in advance and have slightly reduced menu offering.
- There will be a Canteen Fun Day in term four, probably Dec 1st. (Year six will be day two of on-site “camp”.) Likely sausage, pizza, sushi options.
- Canteen budget will be presented at AGM.
- Will operate dual canteens (one each campus) next year. We are waiting for ability to bring volunteers back into grounds to lift canteen capacity.
- More details will be shared via newsletter.
- Uniform Shop Sue Low
- Uniform shop has been operating for a while now in fully “online” model. Still getting questions eg “I didn’t know I had to be on site at a certain time to return items”. Please be aware and share the “nobody onsite” style of uniform shop operation. Ready for new starters’ uniforms.
- We have put together a kindy starter kit, on mannikins next to office there’s demo and QR code for online info.
- Online catalogue has been updated with new pictures of current uniforms.
- Uniform shop budget will be presented at AGM. Guesstimate of numbers of new starters is less than usual.
- Events Sue Low
- Staff Thank You lunch this Friday. Lunches are supplied in individual boxes.
- Class Parents Sheryn Ho
- Thanks to individual class parents helping with communications.
- Technology Paul Battaglia
- Grounds Greg Austin

There being no other business, the meeting closed at 9:32pm

Next Meeting is Annual General Meeting, Tuesday 24th November 2020 at 7.30pm
(Next General Meeting, Tuesday 23rd February 2021 at 7:30pm)



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

President's Report – Kate Pereira

Welcome and thank you to everyone for attending this evening - particularly those who are joining us for the first time. This is our last "regular" P&C meeting of the year before the AGM is held in November

I will keep my report very short and brief tonight as I know Alex has a lot to talk about including walking us through the staging plans for the new build.

Couple of quick points of note and then I will speak to a few matters later in the evening

- Our AGM is scheduled for Tuesday 24th of November. At the AGM all positions are declared vacant and are then filled by nomination and where necessary a ballot of members
- To be nominated and or vote you must be a paid member of the P&C and have attended at least one P&C meeting in the previous year
- No person can serve more than three consecutive years in the same Executive position unless there is no other nominee and the additional term is approved by the Association. We have a few positions where the person has served 3 years but are happy to continue on in the role - namely the canteen convenor
- We also have a number of positions in which the person is stepping down for various reasons including:
 - Vice President
 - Treasurer - although our current treasurer's husband has put his hand up for the role which will make for a smooth transition
 - Canteen treasurer
 - Class Parent Coordinator (we have had someone come forward for this role)
- If you have any questions regarding the roles and what is involved, you can find full job descriptions on the school website and or you are welcome to email either myself at president@ or Joe at secretary@

And finally before I hand over to Alex - I would like to say congratulations Alex on your first year at Chatswood Public. It has certainly been a year of unexpected turns, but under your leadership the school has navigated these spectacularly.



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Music made for the great outdoors on Bush Campus

Picture this: a great outdoor space where unique and incredible music experiences abound. A space for funky, interactive instruments that is sure to delight our students, young and old.



What would this look like?

7 outdoor instruments, with all pitched instruments being pentatonic so they will sound beautiful when played together, along with a drum and bongos, just to mix things up a little.

Who would these instruments be for?

Anyone and everyone to enjoy!



Rainbow bongos



Rainbow Metallophone



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION



Babel drum



Tubular Bells



Harmony



Handpipes



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION



Pentatonic freechimes



The joy of improvising



Future Focused Learning Spaces

Refurbishment of classrooms in A and B block

The WHY

Today's world is changing exponentially fast, as is the way we teach. In the midst of ever-changing pedagogies, the role space plays in our schools is more important than ever.

Educators recognise the need to create learning and teaching environments where the curriculum and instructional tools reflect today's real world requirements.

Students require learning environments where they can gain the skills they will need to survive in the future.

What skills do our children need?

Tomorrow's workforce will need to be highly skilled:

critical thinkers

collaborators

innovators

creative thinkers

communicators

problem solvers

SO,

**HOW DO WE TRULY
PREPARE OUR CHILDREN
FOR THEIR FUTURE?**



GIVE THEM

an engaging, intuitive, collaborative

SPACE



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

In future focused classroom layouts, students choose where and how they want to work. Students are able to work in a way that simulates modern work environments. A combination of soft and hard seating with height adjustable tables are used. Furniture can very easily be rearranged from individual to group settings and to suit the activity. Colours are very carefully chosen to engage students and support desired learning.

The transformation of our traditional learning spaces.

The following slides will show the types of furniture we would like in order to transform our existing learning spaces in A and B blocks into 21st century learning spaces, in line with our new build.



Teacher work station

On wheels, flexible and portable. Allows the teacher to utilise various teaching areas within a learning space

Intensive student support table

Adjustable height student support table.
Caters to any age of student.
The surface would be writable.
Wheels on the base enable the table to be easily moved as needed.





CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION



Mobile storage student tote tray holder

Space saving student tote tray holder. This allows students to have a space to store their essentials, whilst taking up $\frac{1}{3}$ of the space that existing tote tray cupboards use. Lightweight, this storage cupboard is on wheels for easy movability.

Mobile booth seats

2 of these mobile booth seats, with a writable surface table between them creates a versatile and practical space that can complement a variety of arrangements within a learning space. Booths foster student interaction, open communication and provide a focused space for collaborative group work or a retreat for individual work.



Individual student tables

A couple of these in the learning space provide a retreat for individual study and planning. Writable surface allows for creative idea planning.

Adjustable height for differing aged students. Wheels for movability around learning spaces. Can be joined to other tables to create a larger working space.



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION



Chairs

A mixture of colourful and stackable plastic chairs along with wheeled versatile ones.

Student desks

Writable surfaces, adjustable height tables with wheels. Can be moved together for larger group collaborative activities or wheeled out of the way to create open room space.



Stacker stools

Colourful stools that are lightweight, multi purpose for individual and small group work

'Cozy' chairs

Great for relaxed technology research, reading books. A comfortable individual learning space or grouped together for collaborative small group discussion.





CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION



Low tables

A great table for students of all ages who want to learn from sitting or kneeling on the floor

It brings a sense of vitality into the classroom.

This table can have a whiteboard finish so students can collaboratively brainstorm on the table, draw mind maps and jot down ideas.

Seat pads

These seat pads are popular for individual reading, group work and general play. They are also designed to be used around the low tables for sitting and kneeling.

Lightweight and simple to move by students.
A comfortable and flexible classroom seating option.



Ottomans

Great for small group work with the teacher and group research activities.

Several placed together around a circular table with whiteboard top creates a dynamic group research/collaborative work space.

STEM table

Great for the 21st century classroom.

4 whiteboards inserts (great for encouraging mind-mapping, brain-storming and collaboration between students) and adjustable height for varying activities.

The table's low walls create a contained environment for class projects including STEM projects such as robotics. STEM equipment can be stored in the table.





CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Sample classroom furniture costing (approximate only)

Items	Cost (\$)
1 teacher station	599
1 intensive student support table	399
1 mobile tote tray storage cupboard	1,169
2 mobile booth chairs	2,138
2 individual student tables	438
32 student chairs	2,080
10 x 2 seater student desks	2,590
8 stacker stools	392
4 'cozy' chairs	756
1 cumulus student table	399
2 low round tables	698
10 seat pads	490
2 snake ottomans	998
1 STEM table	2,495
TOTAL	15,641



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Fundraising Tea Towel - Example





CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

CPS P&C Treasurer's Report

Consolidated Results – as of September 2020

Income Statement				
A\$	Main A/c	Canteen	Uniform	Total
Voluntary Contributions	129,510	-	-	129,510
Sales	-	147,029	210,900	357,929
Fundraising and interest income	12,739	-	53,000	65,739
Total Income	142,249	147,029	263,900	553,178
Cost of Sales	-	99,283	130,101	229,384
Payroll	-	75,668	57,310	132,979
P&C Expenditure	187,604	-	-	187,604
Event expenses	6,772	-	-	6,772
Finance, Properties and Admin	26,639	2,795	10,481	39,915
Software and Depreciation	7,909	1,361	3,325	12,594
Total Expenses	228,924	179,106	201,218	609,248
Profit	(86,675)	(32,078)	62,683	(56,070)
Balance Sheet				
Cash at Bank	755,262	22,005	137,409	914,676
Inventory	-	1,633	71,195	72,828
Fixed assets	-	8,963	-	8,963
AR and Others assets	3,939	-	-	3,939
Total Assets	759,200	32,602	208,604	1,000,406
Total Liabilities	136,589	18,874	7,435	162,898
Net assets	622,611	13,728	201,169	837,508
Cash flow				
Opening cash as at 1 Oct 2019	689,012	27,784	113,805	830,602
Inflow	193,083	226,051	295,163	714,297
Outflow	(126,833)	(231,830)	(271,560)	(630,222)
Closing cash as at 30 September 2020	755,262	22,005	137,409	914,676

Payments

Date	Paid to	Purpose	Amount
9/10/2020	Numeric Eight	Accounting Services retainer October 2020 & Xero subscription	1,375.00
			1,375.00

Motion

To approve amount totalling **\$1,375.00** (from main account, as listed in this report) for payment.