

**MINUTES**

**Meeting Opened:** 6:50pm

**1 Welcome and apologies**

**Attendees:** Kate Jones , Silvia D’Ambrosio, Gyllian Godfrey, Stacey Muchamore, Jessica Stace, Lisa Gibbs, Joanne La Forgia, Josh Farmer, Alex Kulikovsky, Jess Kenny

**Apologies:** Susan Cockshell, Vanessa Davis, Alex Manifold, Sarah Bilney, Sarah Ryan, Bel Argent

**Guests:** David DeBoer, Donna Heuer

**2 Minutes of last meeting:** The minutes of the previous meeting were tabled and were accepted as true and correct records of the previous meeting.

- Update Joanne’s surname

**Moved:** Jess K

**Seconded:** Silvia

**Motion Carried**

**3 Correspondence**

The following correspondence was tabled.

- a. Email from the Minister for Education
- b. Letter from John Gardner

**4 Finance**

Finance report, budget and profit & loss as tabled.

- a. Donna has had to redo the period 13 reports as the new playground had to be added as an asset. It has now been resubmitted.
- b. School Improvement Levy currently sits at \$1,100. There will be a reminder going in the next school newsletter.

**5 Sub-committee Reports**

a. Strategy & Asset

- Susan has updated the terms of reference.
- Still need one parent to be a committee member.
- Looking at policies and consultation with the community and how to better engage with parents. Perhaps use seesaw as a way to send out the link to surveys.

b. After School Sport

- First Aid kits are in the gym.
- Question was raised if a child is injured during an after school sports training but are in OHSC that afternoon, who has the duty of care to help the child. Coaches should have Brooke’s mobile number just in case an OHSC child has an accident as well as the contact details for all parents.

- Proposal put forward to use some of the sports money to stock up on some first aid supplies and have a dedicated kit in the hall for after school sport. To discuss further with sport committee.

c. Parents & Friends

- Bingo night planned for this year will be postponed due to uncertainty around Covid restrictions.
- Fathers Day Stall and Christmas Stall will still be going ahead.
- Alex has requested \$100 from P & F funds to be used to purchase 5 large stockpots to use for cooking at school events/ fundraisers.

Alex put in a request for \$100 for 5 big stock pots to use.

**Moved:** Kate

**Seconded:** Alex K

**Motion Carried**

d. OHSC

- Vittoria has been hired as the new OHSC Assistant Director commencing at the start of term 3. Vittoria has been working at OHSC for the past 4 years while she gained her qualifications and will now be taking more of a planning role.
- Brooke's office has been built and doesn't take up too much space. It has given a bit more structure for Brooke and allows for files to be locked up and conversations with parents to be had in private. There is still some electrical work that needs to be completed.
- There was an incident that occurred at OHSC between two children. When one of the children went home and reported it to their parents, the parents went straight to Gyllian and the Education Standards Board to put in a complaint. An investigation was launched which found that it was not as big of an incident as first thought and things have been put in place to mitigate the risk in the future. The Education Standards Board support what we have put in place and have advised that all the right steps were taken by staff at the time. Gyllian in meeting with the parents this week as they are still not happy with the outcome.
- GC will be sending a letter introducing Vittoria and also outlining the process parents need to follow to raise any issues and concerns with OHSC.

A motion as been put forward that OHSC put forward up to \$100,000 to upgrade the Springfield playground. It will be at the digression to determine how to get the most value for money. Brooke will be speaking to the children at OHSC about what they would like to have on the playground.

**Moved:** Joanne

**Seconded:** Jess K

**Motion Carried**

- Gyllian will seek quotes for the playground upgrade and send to Spotless who will put out a tender.
- Christmas vacation care – Brooke is happy to be open until the 23<sup>rd</sup> December and open again on the 4<sup>th</sup> January, giving parents an extra 3 days then what is normally available.
- A light is going to be installed in the new bag area.

- The electrician is going to look at security lighting when they are here for the path behind the OHSC building and into the carpark.
- There was a tele monitoring call to follow up on the audit from last year. Only recommendation is to add persons with management control to be added to the portal. Gyllian to send information to Joanne to register.

## 6 Spending priorities

- External Wi-Fi costings came back more expensive than first thought at \$3,500. To make the most of the outdoor classroom area teachers believe this will be beneficial.
- Still looking to get the lap trays and maybe another blackboard.
- SRC purchased a blackboard and other loose parts with their fundraising money.
- A motion was approved at the last meeting for \$4,600 to go towards Wi-Fi, lap tables and loose items.

Motion to adjust approval to \$4,160 to pay for Wi-Fi and 60 lap tables.

**Moved:** Kate

**Seconded:** Alex K

**Motion Carried**

## 7 Principals report

- Report as tabled.
- Attendance still a bit lower than we would like.
- Staff changes:
  - Lucy Cogan has announced her pregnancy and will finish at the end of the year.
  - Hoping to have someone in the deputy principal position by the end of this week.
  - All assemblies are still on hold at this stage.
  - Had hoped that we would be able to have sports day later this term, however the Department are very nervous about not being able to minimise risk.
  - School interviews went really well in the hall and we are getting a lot of good feedback.
  - About to undertake mid year data collection and PAT testing.
  - Plants were pulled out of the kitchen garden during the holidays. Perhaps look at putting a fence around as a deterrent. Suggested that each family can buy and decorate a picket as a fundraising idea.

## 8 Assistant Principal Report

- Thank you to the GC for the extra robots for Robotica, the students were very excited. .
- Green Adelaide is coming in on Monday to help student leaders to talk about waste problems in the school.
- Going to have a “Green Group’ with students across all age levels.
- Campbelltown council have approved a \$20,000 grant for the Olive Court redevelopment and frog pond.
- Mark from LandCare has given us 500 plants that we did not plan on, which was greatly appreciated.

## 9 Other business

- Gala night will most likely not go ahead as usual due to restrictions, however we are looking to put together a DVD that can be purchased by families.
- Sports day – refer to above. Look at doing in-house school challenges and sports day activities for the children to participate in. Health hustle and finish lines could be filmed and be sent to parents. Trying to come up with ways that students don't have to miss out and the whole event cancelled.
- BYO devices – are we now in a place where we need to consider parents purchasing devices for use at school and at home. Will need to consider timeframes, IT support and costs. Perhaps from year 3 up.
- High School transition
  - We been asked to consider what supports parents may need to help kids transition to high school in year 7. They are having talking with Karen about becoming resilient and a bit more empowered. Focus on the changes of moving into a larger school with multiple teachers, needing organisational skills etc.
- Re look at the school values to make sure they align with the school and people can understand what they mean, as well as update the associated artwork. Eg. community, kindness, environment.

Meeting closed: 9:20pm