

**MEETING MINUTES
DEE WHY PUBLIC SCHOOL P&C MINUTES OF THE GENERAL MEETING
HELD ON 3 MARCH 2021**

MEETING OPENING 7:41 PM

Heather Cervantes declared the meeting open at 7.41pm.

Minutes from the last meeting dated 4 March 2020 submitted by Stephanie Hicks, seconded by Kirsten Willits

Attendees: Mark Chaffer (Principal), Heather Cervantes (President), Stephanie Hicks (Vice President), Hattie Delaney (Executive), Yvonne Ward, Kirsten Willits, Bianca Wilcox, Stuart Herring, Lisa-Marie Grilla, Kiran Maharjan

Apologies: Elaine Timmer, Rachel Applewhite, Laura Hixson, Kat Granger-Katoa, Linda Gee

Membership payments received: Yvonne Ward, Stephanie Hicks, Hattie Delaney, Tim Delaney, Elaine Timmer, Heather Cervantes, Laura Hixson, Linda Gee, Rachel Applewhite, Kat Granger-Katoa, Stuart Herring, Kerrie Bourne, Larissa Lane, Lalage Phillips, Kirsten Willits, Bianca Wilcox

1. PRINCIPAL'S REPORT – Mark Chaffer

Focus this term on Mathemagicians for the Honour Assembly. There were two days at the start of the year for teachers to undertake planning. There are 85 kindergarten students this year, across 4 classes. We have a new staff list, with staff on leave, new roles and job sharing. We have a larger executive team to go along with a larger school. We have new permanent teachers, and approximately 595 students including two support classes.

Jaya the support dog is keeping everyone calm, including the teachers. Jaya belongs to the learning and support teacher.

ICT in our school is being addressed, many students have come with smart watches this year and there are issues in the classroom, as such guidelines are being created.

PSSA started back up with a return to school sport for the students with league and tag and there have been two wins in two weeks.

The swimming carnival was held, unfortunately it was missing the parents although the chanting and singing was ok. Guidelines are continually changing due to COVID. Thanks to Nick Pye for sorting out a last minute change of venue. We hope by next holidays to be up and running again as per usual with cross country and athletics coming up. The year 3-6 carnival will be at the Sports Academy.

Upcoming events are the zone swimming carnival and music camp. We have had to remove the working bee as we are not allowed on site just yet. The disco is on 26 March which is a P&C event.

A question was raised regarding guidelines on teacher vaccinations. Mark advised there are no guidelines on this as yet.

2. PRESIDENTS REPORT – Heather Cervantes

We are excited to be here after a challenging year last year. Behind the scenes a lot of work was done, building up sub-committees so we can have even more fun this year. The school is growing so events needed to catch up, which has been done.

We had geared a lot of events last year towards fundraising for a PA system, which will cost around \$60k. Unfortunately these did not go ahead. Mark advised the school may be able to contribute something however, they have had to contribute towards teacher funding so may not be able to.

The AGM is next week, and everyone can throw their hat in the ring.

3. TREASURERS REPORT – Stephanie Hicks

In lieu of a Treasurer, I have been managing the accounts for the past year and a half. The accounts for January and February 2021 are submitted for approval.

3. CANTEEN UPDATE – Stephanie Hicks

There have been a lot of changes in the canteen this year, and it is best not to dwell on the year that has gone before. We kept the canteen open as a service for the students, during a time when most other canteens closed.

We are looking forward to a new year and new start with our canteen managers Belinda and Karen.

One of the issues of the school rebuild being cancelled is that we had not spent any money on our facilities in the canteen for many years. The new canteen manager has requested an updated oven as the one we have does not cook food evenly or consistently leaving parts raw and other parts burned. We also require a new refrigerator, as our donated one is a WHS problem, it leaks water and is extremely noisy.

Mark Chaffer raised the issue of cans being sold through the canteen and that students were peeling the coating off them and the remaining can was extremely sharp. The cans were being discarded around the playground and over the road and not put in the bins.

Cans were preferred by sustainability group as they are more easily recycled. The content of the drinks is deemed to be 5 star rated by NSW Health and they are sold at other local primary schools. Whilst the sugar content appears high, it is the same as that in the juices sold.

It was agreed that Mark would raise the issue at assembly and advise the students the cans would be removed from the menu immediately if this behaviour was not stopped.

A motion was raised to allow a spend of up to \$10k on a new refrigerator and oven for the canteen. This was unanimously agreed upon.

ACTION: Replace oven and refrigerator in canteen max spend \$10k. Mark to address school body regarding appropriate use of cans.

4. UNIFORM SHOP UPDATE – Heather Cervantes/Stephanie Hicks

We have changed suppliers to keep costs as low as possible. We have not raised our prices on our uniform for many years. Supplier costs are close to our retail price. We no longer have quality issues with our suppliers. We are now where we need to be financially in the uniform shop. Whilst we try to use local suppliers, we understand that they still procure their goods from overseas or elsewhere. The suppliers now hold extra stock so we do not have to do this.

The relocation of the uniform shop was mentioned, and the question was raised as to where this would go during the rebuild of the old dental area. This will occur in term 3 or 4 and discussion needs to be had as to where the shop will relocate to.

Volunteers are allowed in the uniform shop, and unlike the canteen they can bring small children along with them if needed.

5. SUSTAINABILITY UPDATE – Hattice Delaney

The sustainability sub-committee was formed in 2018 to address the school's waste problem. At that stage we had no recycling apart from paper. Now we have general waste/return and earn/soft plastics. Council won't pick up school's recycling. We have compost for vegetable garden which was set up in 2018/19. We gave native bees a home in the school. We have had the Plastic Pollution Solution incursion – single use plastics education. We have a group of 6 passionate parents who sort soft plastics and take the food out, separate and take to Red Cycle. The Sustainability Sub-committee is about working with each other on new ideas, shared through Facebook and Whatsapp.

Return and Earn has become harder, people's cars were stinking of juice. There is a company called Red Frog who provide bins and come and collect them, however, they keep the money. The money is not an issue, however, there are also membership fees for being involved.

We have reduced plastic usage in the canteen by removing soy sauce fish, and tomato sauce packets and have seen no reduction in sales because of this.

We are looking to be part of the Northern Beaches Council swap for good program to reduce single use plastics. As part of this we need to remove single use water bottles from the canteen. Other schools don't sell water bottles. It is suggested that we purchase 20 water bottles for reuse within the canteen for children who forget for PSSA. Mark mentioned there is an ability to convert a tap to a spout for water bottles.

There was a unanimous vote to remove water bottles from the canteen. A quote needs to be provided, and they need to be able to be put through the dishwasher.

The Sustainability Sub-committee meets once per term with teachers and parents. Goals for this year are solar energy. This was taken off the table with the rebuild. The original panels are old, not sure if they are providing any energy. After 10 years they won't function. Teachers are looking into it, Schools Infrastructure NSW provides 50% of the funds for projects between \$20k-\$50k.

Other activities are bread tags that can be donated at the canteen, oral health waste can be collected at KG and 1M. We are now looking at writing instrument recycling. Pens, highlighters, textas etc through Terracycle.

ACTION: Obtain quote for recyclable water bottles (dishwasher proof).

6. SCHOOL ACTIVITIES – Heather Cervantes

We had a lot of events put on hold last year, the disco, mothers and fathers day stalls, easter hat parade and raffle. There were challenges last year with no events, and we are tentatively planning our usual events. The disco is planned for 26 March. More information to follow next week. With the Easter Hat parade, we are not sure how it will unfold and see what directives bring. We will be looking to bring fun back this year.

Communications methods are very different, nearly all class parents are in place for the year. Their job is to liaise with parents, teachers and P&C. They have a contact list and pass on messages and reminders. The class parents can source volunteers for the events.

Each event is assigned to a different year group. With the swimming carnival year 3 parents provided food for the teachers and volunteers.

7. SCHOOL REBUILD – Stuart Herring

The rebuild sub-committee was formed at the end of last year after Schools Infrastructure NSW deprioritised our school. Where to next – get our school reprioritised. Issues and concerns need to be voiced and understood. It is a long term project in terms of getting on the agenda for a full upgrade. We need to look at what can we get addressed instead in the meantime. The strategy and approach is a fact based list of what we see and the implications of this. We plan to keep it fact based and not emotional.

We have engaged stakeholders from other schools. We are exploring the best way to engage with D of E, and then engage with Brad Hazzard. We are asking the questions, how do we apply influence? We need to start in the right place and move forward, keeping people up to date. We need to be conscious of the issue being physical infrastructure not an issue with leadership of school.

Stuart met with Mark and Kim to collaborate with the school. Where to now – we feel it is best to be open with all parents. We are planning to reach out to parents and children and teachers re play space and facilities. We are a small group because we are not known. We would love extra people to join.

8. COOKBOOK – Lalage Phillips/Kerrie Bourne

The idea for the project came from a group of parents deciding to make a recipe book from Carnivale. The idea was to sell and make some money for the P&C. The group of parents consisted of a publisher, food photographer and food stylist. A note went out to parents in October of 2019 asking for recipes.

There has been a deadline put in place to print in time for Mother's Day. The price point will not compete with the stall goods. The books will take 10 days to print, so can be in school by 3 May for distribution. They can be pre-ordered on Flexichools.

There are 66 recipes in the book, taken from handwritten recipes. There is an acknowledgement page at the back of the book.

Questions were raised about being able to sell to the broader community through Flexischools. Suggested outlets included Uniform Shop, Dee Why RSL and the Library. Discussion around advertising and marketing of the books was had.

The profits for the cook book initially were to be put towards gazebos for school events. Mark suggested that instead the funds be put towards purchasing the new oven in the canteen.

Unanimous agreement for the profit to be put towards an oven in the canteen. A price of \$25 per book or \$20 if multiple books bought was agreed upon.

ACTION: Cookbooks to be listed for pre-order on Flexischools to be delivered in time for Mothers Day. Profits from the cook book to be used towards purchasing the new oven in the canteen.

5. ANY OTHER BUSINESS

- Notes going home. It was raised that there are a lot of notes going home in students bags. These can be lost or misplaced. It is also an environmental concern. Is there a way to look at putting these forms online for signature? Sustainability and the executive committee had started to look at this last year but COVID put a stop to it.
- Seatbelts on buses. It was raised that seat belts were not mandatory on school buses. For short trips such as PSSA there are no seatbelts on the buses. This is deemed no different than catching a public bus. Where possible, seatbelts are provided on buses, however, they come at an additional cost and are usually only on buses that can be used for day bookings. If Kindergarten children are on the bus, then seat belts are provided.
- BTN – age appropriate content. It was raised that Stage 2 were shown an episode of BTN that had content that was not appropriate for their age. Mark agreed that teachers would screen BTN prior to it being shown to classes.
- Facebook page. The P&C has new Facebook page due to the set up of the old page being incorrect (people had to friend the P&C rather than follow).

Meeting Closed 9.53pm

The next meeting will be the AGM held on 17 March in the School library.

Action Items

Date	Action Item	Assigned To	Status
3 March 2021	Mark Chaffer to address the students and advise if poor behaviour with drink cans did not cease then cans would be pulled from sale in the canteen.	Mark Chaffer	Open
3 March 2021	Purchase new oven and refrigerator for canteen	Stephanie Hicks	Open
3 March	Obtain quote for recyclable water bottles	Hattie Delaney	Open
3 March	Place cook book on Flexischools for pre-sales	Stephanie Hicks/Heather Cervantes	Open