

MEETING MINUTES
DEE WHY PUBLIC SCHOOL
P&C May Meeting
HELD ON 7/4/2022

MEETING OPENING

Heather Cervantes declared the meeting open at **7.30pm**.

- **Attendance:** Mark Chaffer (Principal), Heather Cervantes (Vice-President & Events), Laura Hixson (Vice-President & Sustainability), Hannah Kleboe (Secretary), Skye Surrent (Canteen/ deputy principal) Rachel Applewhite (member), Nic Whitson (Treasurer *being voted in*), Stuart Herring (Rebuild Sub- Committee)
- **Apologies:** Stephanie Hicks, Rachel Ballesty, Liza Blackstone, Marlaine Lingard.
- **Previous meeting minutes** – submitted by Heather Cervantes approved by Laura Hixson

1. Rebuild project- Stuart Herring

Aim

To see an approved development for DWPS that will give the students adequate usable playground space and better education facilities.

Current Situation

- Have engaged the government and local council and had great traction with Brad Hazzard's office and great support from the council.
- The reality is that the feedback from the Department of Education is that we are not going to be recipients of a rebuild any time soon.
- However, it's not all bad as we are seeing investment in the school and our engagement has had 2 positive outcomes:
 - a) Engagement from the Schools Infrastructure Asset Management Unit around addressing some maintenance related issues and providing some support in relation to making better use of the space across Fisher Rd.
 - b) In addition we have become aware of a grant that we would be in a very favourable position to secure which could further support our objectives.

Update

- Engagement from Schools Infrastructure

- Investment already agreed
- admin area underway - this will create a brand-new classroom
- upgrade to toilet block under library

-Additional investment at current site

- Carpet in the Library and in D Block
- Toilets in D Block, Art troughs in D Block

- In time replacement of lighting and potentially a repaint of the library
- Opportunity for further works in the future

-Improved play space

- Provision of Demountable toilets on lot across Fisher Rd
- Support to remove existing play equipment
- Signage on the Fisher Rd lot and help to progress addressing the side fence

- Available grants

- Opportunity for us to put in a submission for the community building partnerships grant. Each electorate in NSW has \$400k that they can use to support various projects.
- Submissions are not yet open for 2022, but we believe we would be in a strong place to secure some grant money.

Next steps

- Consider placement of demountable toilets
- Consider options for improving the play space across the road
- Source quotes for options considered
- Develop grant submission
- Engaging the school community for key skills:
 - Design / architect
 - landscaping
 - construction
 - play equipment

2. Principal Update – Mark Chaffer

Delighted that Skye Surrent is now a permanent deputy principal at the school.

Significant improvements taking place to IT in the school with WIFI access points being replaced and fibre optics being installed which will make the internet much faster for everyone.

The school is back to events like the swimming carnival/ music camp and school photos were able to go ahead (with a second attempt of these happening later for those who missed out).

School fees are generally being paid in a timely manner.

A survey is going round to years 4, 5 and 6 for feedback on school life and how to improve things.

Challenges- COVID has played havoc with staff numbers, making it necessary to split classes and making it hard to find casual teachers. Hoping the school holidays will be a circuit breaker and that numbers have peaked.

3. School Well-being Officer and SACC Representative report- Marlaine Lingard,

Marlaine did not attend as we will save her visit for when more parents are present. News: their room across the road is closed due to flooding and will only reopen in a few weeks.

May 16-21 is National Families week and she is planning an event on May 20th- details to follow.

4. Canteen report – Skye Surrest

- Planning on serving hot chocolate in the keep cups provided by P and C in terms 2 and 3: \$3.50 and \$1 goes back to the kids as cash (can't go through flexi schools). Some concern about kids spending this \$1 on junk food. To operate the the hot chocolate plan they need an urn with a protected element that keeps the milk hot but not too hot. Full cream milk to be used. Cost of urn \$320 + GST- approved by Heather Cervantes. Seconded by Laura Hixson
- Dishwasher is out of warranty and needs to be repaired to wash the hot chocolate cups. Service call fee approved by Heather Cervantes. Seconded by Laura Hixson
- Anti-fatigue mats for staff requested x 2. Size is approx. 1.9m x 600mm. These range from \$90-\$380. One mat approved at a cost of up to \$250. Approved by Heather Cervantes. Seconded by Laura Hixson
- Over the counter rice in a paper cup at cost of \$2- to be served with soy sauce or similar. Concern about the nutritional value of this. Concern there is not enough space for another appliance (rice cooker). And this would need to be purchased- under consideration.
- Belinda requesting pre-cooked hot meals from Healthy Canteens or Home Cooked Heros but these have plastic containers. Research being done into a company in Cromer that could do biodegradable packaging. Would be easier with a deep freeze. Could be done when canteen is extended in next school hols.
- Suggestion of a canteen sub-committee and also want to advertise for a canteen manager. Volunteers now permitted in the canteen if full vaccinated. Suggestion we put out an 'expression of interest' for volunteers along with what times they could help.
- Possibility of a big cook up on staff development day and training of new canteen volunteers. Put a lot of meals in the deep freeze for later.
- Financials of the canteen: approx. \$12,500 in account of which about \$2500 owed in expenses. Profitable but keep the profit for a rainy day.

5. Events report- Heather Cervantes

Managed 3 events in one term last year. Want to bring back the fun. Survey to be sent to school staff members to see what they would like to see: Heather to send this to Mark. Want to form a directory of school parents who own small businesses to help promote these. Easiest to run things off site.

Ideas:

- No Mother's Day stall as it was deemed impossible to do this on site until too late.
- Democracy sausage stall and bake stall at the election- await date of this in May- 2 gazebos already approved could be purchased. Devitts supplied some meat and Bakers Delight provided free bread last time.
- Ridiculous assemblies to return
- Pay it forward on flexi schools (to support a specific cause)
- Adults' trivia night with dress ups and silent auction.
- Halloween disco (but one also before this)

6. Uniform Shop

Agreed that Olga needs a pay rise. Nic to check out the award rates and suggest an amount for us to approve. Shop really needs a new space.

Vacant position of Uniform Shop coordinator is announced.

Uniform Shop Coordinator: Rachel Ballesty

Nominated by Heather Cervantes

Seconded by Laura Hixon

Position was accepted via email.

7. Vacant position – Treasurer

Vacant position of Treasurer is announced.

Treasurer: Nic Whitson

Nominated by Heather Cervantes

Seconded by Laura Hixon

Position Accepted.

Nic to contact former treasurer for handover and logons to Commbiz

No treasurer's report available at present.

8. Sustainability report- Laura Hixson

First meeting of term a success. Want to reintroduce the bin system and teachers to reallocate a green team. Laura will help the canteen with soft plastic recycling. Mel has donated native herbs for the veggie garden and these have arrived. Joel to help with the composting.

15 reusable sporks were donated to be trialled- perhaps a competition for the best return rate and give a voucher. Purchase more when the hot meals come- ask the canteen about the numbers they need and label them.

Waste Free Wednesdays to be reintroduced.

Party Box idea – reuseable equipment for parties to be loaned out at a cost with a bond for returning it clean.

Suggestion to bring in Anthony Hill from the Plastic Pollution Solution at a cost of \$1275 for a full day- approved by Mark Schaffer in theory for term 2.

Conduct a waste bin audit

Marlin from Northern Beaches Clean up crew to come in.

Provisional dates for next meetings:

Term 2 - 18 May and 15 June

Term 3 - 10 August and 7 September

Term 4 - 2 November and 30 November

Meeting closed by Heather Cervantes at **9.40pm**