**James Erskine Public School**

**P & C Association**

53 Peppertree Drive, Erskine Park NSW 2759

**P & C MEETING**

**21.02.2024**

1. **Meeting Open-** Wednesday 21.02.20246.06pm
2. **Present –** Julieanne Lokeni, Louise Huggett, Rebecca Reid, Sarah Elali, Ashlee Desira, Amanda Grigg, Pelin Himo, Jessica Seymour, Teagan Wade, Rose Kingi, Virginia D’Angelis, Erin Filipo, Darren Pound, Nathan Davies, Emily Keen, Jessica Campbell
3. **Apologies -** Ashleigh Chalker
4. **Welcome-** I begin today by acknowledging the Traditional Custodians of the land on which we meet today, and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

**President report - Welcome to our very first P&C meeting for 2024.**

We meet once a month on a Wednesday usually around 6pm anyone is welcome, and we love to see any new faces.

The next meeting is the 20th of march at 6pm.

I (Julieanne Lokeni) am the president of the P&C, Louise is Treasurer, Bek is Secretary, Ash and Sarah are Vice President and this year we welcome our uniform shop / fundraising subcommittee members Emily, Jess.

If you want to become a financial member which allows you to vote and hold a position you need to become a financial member this is just a gold coin donation.

We as the P&C help the school with fundraising events such as discos, snow cone days, mother day and Father’s Day stall and lots of other ones throughout the year and any profit we give directly back to the school.

If you are interested in helping throughout the year you will need to fill in some forms available from the office, you will need 100 points of ID and apply for a working with children’s check.

If you have done this form before you need to re do it yearly as this expires.

1. **Minutes of previous meeting**

**5.1 Previous minutes accepted-** Julieanne Lokeni

**5.2 Seconded by-** Sarah Elali

1. **Matters Arising from previous minutes-** None
2. **Principal’s Report-**

**Stage Based Classes in 2024** The stage-based classes have been running exceptionally well. Students are settled, teachers are finding the mix of grades in a class very successful. All stages are now teaching the DoE units of work from the new curriculum and the differentiation within the units are supportive of all students needs.

**Staffing** As we all know, Mrs Dunscombe left at the end of the year. Positions in schools are based on a student number formula that is very dated. In order to hold a substantive DP position a school requires 516 students. We are currently at 495. In a school of this size, I cannot run it alone without a Deputy and therefore I have asked Mrs D’Angelis to step into a temporary Deputy Position. This is not a permanent role, the position is topped up with school funds. Therefore it does not attract the benefits of permanency.

**Holiday Works** Over the course of the holidays, we had a few works completed. The office area has had a few updates with doors and windows put in. This has created a more cohesive working space for the Admin and Exec team. We had the maroon inside the school hall painted – so it is now a very calming and modern space. The projector blew so we moved a large interactive whiteboard into the hall to use for presentations. The old computer space at the back of the library has been gutted and is now a collaborative space for staff and community to use for meetings. The room is now so much more functional and usable, and staff are enjoying the extra meeting space. Landscaping is taking place around the cubby houses, artificial turf and crushed granite is being laid and a shade sail installed.

**Real Schools and Values** As we are moving into restorative practice within the school, the previous PBL values of Safe, Respectful, Learner have been replaced with values that are taken from the new DoE Plan for Public Education: Trust, Integrity, Accountability, Equity and our own, Resilience. These are the values that staff will explicitly teach, refer to and model consistently to students. They will also become the focus for the assemblies at the end of term.

**SENTRAL** We really need parents to download the SENTRAL app. If it is asking for a ‘key’, please contact the school office and one will be emailed. SENTRAL is our go to for communication, reports, notes, absences and very soon payments and permission notes will be managed through SENTRAL. It will become rare to see a physical note come home.

**Occupational Therapist and Speech** At the end of last year our Speech Therapist, Lasi, left to pursue another career path. We fondly farewelled her, as she had been on our staff for two years. We are in the process of attempting to find another Speechie. It’s an invaluable service that we have been able to provide students and families, especially organising initial reports for parental follow-up. This year we have also engaged an OT, Jennifer Davies, who is a parent of our school. Jen works with us every Monday. Again, this is a highly invaluable opportunity that we can provide our students. It is very difficult to gain access to an OT within the community or health system and we are beyond fortunate to welcome Jennifer’s specialist support for our students. She is currently screening all our Kindergarten students and working closely with our LST team to provide advice, support, and strategies to teachers with identified students.

**Behaviour Support and Management Plan** Please see the finalised revised Behaviour and Support Management Plan. This will be shared on our website later in the term. This plan identifies the ways in which our school supports students identified with needs. It’s a preventative approach in that we aim to put supports and programs in place schoolwide to address the wellbeing needs of students early. It then goes on to highlight the further interventions we have in place, following the DoE’s Care Continuum model of: Prevention – Early Intervention - Targeted Intervention – Individual Intervention. Our O.T and Speechie fit throughout the model, providing various support, strategies and education.

**School Furniture** As a result of moving to stage classes, it has been identified that the tables and chairs in our Stage 1 classes is too small for the cohort. We have and EXCESS of furniture in the shed in the carpark and unfortunately that is all too big. I have purchased new furniture for all of our Stage 1 classes that should arrive by the end of the term. This means we need to get rid of furniture. I will be putting a message out to other schools and the community, that if anyone wants chairs and tables for home, church groups, community groups, that it will free to collect. We will take photos and post these on Fb with a day for people to bring trailers to collect. When we have this organised, please reach out to your friends, families, community etc, so it can go to a good cause**.**

**DoE Initiative** – Occupational Violence in Schools I want to let you know about our new ‘Respect at Schools’ initiative, which is designed to support safe and respectful culture at our school. You’ll see posters around the school that will help drive awareness of the initiative. The posters have been designed to address the challenge of violence from students or the school community, including parents and carers. Violence and unsafe behaviour in any form is not acceptable in schools. School staff and students deserve to learn and work in safe and respectful learning environments. With that in mind, our school community is getting behind this initiative to help raise awareness of occupational violence and make a positive change. Together, we can create a safe and harmonious environment for our students and staff. I hope you will join me in supporting this work that aims to create a safe and respectful environment for students and staff. Occupational violence describes physical, verbal or online abuse by students or parents and carers towards school staff. This initiative is being launched to help to turn around negative incidents and strengthen safe and respectful cultures at schools. It aims to raise community awareness of the respectful behaviour expected by the department in our public schools.   It consists of positive messaging around building respect for teachers and other school staff and raising awareness of a zero tolerance for occupational violence.  The project is supported by the Respect at School posters which remind us about respectful behaviour and are positioned around the school for everyone to see.

**School requests for support** The school is running on limited funding this year due to various complexities. We don’t have the budget we normally run from. Normally we subsidise as much as we can for high-cost activities however I would like to ask the P&C if they could support two events. Stage 3 camp and Wakkakiri. Stage 3 camp costs $380 per child. This includes a $5000 cost for the bus and $4800 cost for the ferry. Could the P&C please pay one of the transport costs, and the school will pay the other. There is also a large cost involved in Wakkakiri and would like to ask for P&C to support subsidising $1000 towards the cost. The school is purchasing all the costuming and props and assisting with bus costs. The entry fee per student is $39.

**Afternoon Dismissal** We have had quite a few safety concerns in the afternoon purely due to the fact there are so many people onsite. Last year a toddler was swept up in the crowd and ended up at the shops. Just last week we lost 3 children in the confusion. We will also be communicating to parents that students can only be picked-up or go home with contacts. 2 of the lost children last week went home with friends/neighbours. In regard to feedback – it is varied. I completely understand parent perspectives, however my priority is the safety of students. I am sharing community responses in the hopes we can develop safe dismissal procedures collectively.

**Change to lunch organisation** This term we are trialling a change to lunch. We now call the breaks Lunch 1 and Lunch 2. Students go out and play first and then head back to stage blocks to eat. There are so many benefits to why we have made this change – the first one being movement breaks for the students. They have sat in their class for up to 2 hours and they naturally want to get out and run around. They previously they had to sit for 10mins to eat. This saw massive amounts of wasted food, and many students would throw food so they could leave to play. Another benefit is it brings the energy levels of children down after a break and settles them to be ready for learning. Teachers can also discuss any problems or issues that have occurred throughout the break while children are eating. If a child is still eating, they are allowed to continue eating in the room. They can also choose whatever they wish to eat at either break. Attached are the current bell times.

**Feedback from Staff:** Heaps better, kids aren’t rushing to eat their food to get out and play. Less rubbish left around, and students get to eat without the fomo. Has worked really well in K-2 from what I’ve seen! They come in off the playground quicker, sit and start eating straight away. Also seeing way less rubbish Students are coming into the classroom much more settled and ready for learning time. I see the kids benefiting from being able to run around play with friends after the teaching of such big units. - getting their energy out They also are then ready to eat after playing rather than wasting their food It is good to sort out issues from the playground, students are settled before learning and there is less food in the bin Some students are still eating when the bell goes - so they are benefitting from the extra time Students are enjoying playing first and releasing their energy. Students seem to be settled to eat after playing. Some slow ones but continuing to eat at their table. They’re learning not to talk whilst eating so they can finish their food. Hyenas like it because they’re not rushed to play. Students settle a lot better as well.

**Deputy Principal’s Report-** Update on our school's attendance for the year 2024.

Firstly, I want to emphasise that attendance remains a top priority for our school as it’s an integral part of our school improvement plan and for the Department of Education. Today you will be receiving a letter reaffirming the importance of consistent attendance for your child's educational journey.

Consistent attendance is vital for your child's success in school. It ensures they do not miss out on valuable learning opportunities, interactions with peers, and important school activities such as sports, excursions, and incursions.

Over the past few years, we have been focusing on raising awareness about the significance of regular attendance as a major part of our school improvement plan. I'm pleased to report that our efforts have yielded encouraging results, but we are committed to maintaining this momentum and further increasing our student attendance levels.

To promote a positive attendance culture, we have several initiatives planned for this year:

1. Weekly class awards: We will recognise the class with the highest attendance rate each week. This achievement will be prominently displayed on our school board, class trophy, as well as shared on our Facebook page to celebrate the class's dedication to attendance.

2. Termly individual recognition: Students achieving 100% attendance for the term will be formally recognised at our Assembly of Recognition. Additionally, they will be invited to a morning tea with the Principal to commend their commitment to regular attendance.

3. Annual recognition: Students maintaining 100% attendance for the entire year will be honoured at our Presentation Day. They will receive a prestigious medal as a symbol of their remarkable achievement.

4. Value of attendance: We believe attendance is a crucial aspect of student leadership. Therefore, consistent attendance will be considered as part of the criteria for selecting student leaders, encouraging all students to prioritise their attendance.

I want to thank you for your ongoing support in ensuring your child's regular attendance at school. Together, let's continue to emphasise the importance of attendance.

1. **Correspondence In-**

 Commonwealth bank statement

 LW Reid invoice

Fundraising information from -

Australian school + club fundraising catalogue

Zero sport post card

Cadbury fundraising catalogue

Mother’s Day catalogues from-

School gifts

Crown concepts

Moon and back

Smart gift ideas

1. **Treasurers Report-**

Uniform Shop

Opening balance -$20630.53

Closing balance - $43901.52

There is some profit from the uniform shop that has not yet been banked.

General account

Opening balance - $48114.83

Closing balance - $46741.82

**Uniform Shop Report-** The uniform shop has started off to a good start for the year.

Opening 2 days in the holidays with the opening of our website now with products available for delivery to students direct to classrooms or click and collect option for parents to pay online and pick up when we're open.

Our open days have changed this year. We are now open on Tuesdays from 2:30-3pm and Friday mornings from 8:30-9am.

This will allow parents the option for morning and afternoon.

The new school shirts are working well we have sold 505 units. Parents have had a great response with purchasing them. White shirts are still available at a discounted rate of $10 each.

Thank you to all our mums who dedicate their time for working in the shop every week, stocktaking, ordering, chasing up enquiries. Your efforts don't go unnoticed.

1. **Fundraising Report-** Dates and events will be coming once discussed with the school.
2. **General Business**

-Parent suggestion - No pins with kindy kids badges due to kindy child, threaded her new shirt with badge and it left a hole.

-SRC to run fundraising events last week of term. No P&C to run this one.

-Cystic fibrios fundraising idea bought up from parent for May fundraising.

-Crazy hair for August (Mentioned by parent)

-Suggestion by parent to let the Dads run the Mother Day stall.

-Anyone who wants to be apart of fundraising we will be added to new group chat.

-School photos for parents who don’t have new school shirts. Teachers will provide spares to children to wear on photo day.

-School photos are early term 2.

1. **Meeting Close –** Meeting closed at 8.01pm
2. **(Next meeting date)** 20th March 6pm