

P&C Meeting		Oakhill Drive Public School		
Date: Monday 14 th March 2022		Next meeting: 9 th May 2022		
Type of meeting	P&C Monthly Meeting – via zoom			
Facilitator	Olivia Wilson – President			
Minute taker	Dina Hayes - Secretary			
Attendees	Olivia Wilson (OW), Dina Hayes (DH), Julie Torney (JT), Betty Ploeg (BP), Angela Black (AB), Jo Cope (JC), Robyn, Helene Inwood, Lisa Miks, Kelly Tesoriero (KT), Susie Croker (SC), Jack Zhang (JZ), Suzanne Haskins (SH), Yasmin Fabbro (YF), Tracey Cooper, Leila Ghazi (LG), Joelene Cheney, Renhua Song, Alidad Hamidi (AH), Carmen Kwok, Tyler McGee, Chloe Lahoud (CL), Katie McAndrew (KM), Selina Sun, Joanna, Caroline Jarocki, Lex Landers, Gracielle Zarzecki, VT X, Jeremy Gao, Fangxin, Laura Wang, Nirmala Devi (ND), Orphelia Wu			
Apologies	Janice Love, Natalie O’Brien			
Acceptance of previous minutes/financials	Accepted:	AB	Seconded:	SH
Report on Health and Safety Issues	Nil to report			

Outstanding Actions Review	Time: 5 min	Speaker: OW	
Action Items / Progress	Responsible	Original	Expected/Outcome
N/A			

Presidents Report	Time: 15 min	Speaker: OW
<p>We have a few updates from last month.</p> <p>Our COLA structure has commenced which is very exciting for all the students and will be a fantastic addition to the school and will allow us to do more outside.</p>		

We are still looking for more volunteers for the canteen to assist us, especially if we are able to open at recess and lunch. Please contact the Canteen at odpscanteen@gmail.com.

Thank you to Mei Cai from the Chinese school for a generous donation to the P & C.

Fundraising meeting – TBC.

ND – Who is responsible for the crossing assistant at the front of the school? BP – responsibility of the RMS. If notice of absence is received in time, then a member of staff may step in, although they are not insured to do so. Suggestion that the P&C write to the RMS seeking continual coverage each day. OW – to contact RMS.

AH – dance group for kindergarten students? BP – set to resume, initially with older students.

Principal's Report	Time: 30 min	Speaker: BP/JT/SC
<p>BP:</p> <p>Our journey back to normal: Cautious and measured to maintain the wellbeing of our students, staff and the community at large. 178 students absent and up to 5 staff per week. If we can't find casual staff, we cover classes by redirecting support staff, including the deputies and if necessary, splitting classes across a stage. We are working hard to ensure our school remains operational, because we know that the best place for our children is here at school.</p> <p>Student attendance: School is the best place for our students if they are not sick. Punctuality is important. Medical appointments should be made outside of school hours.</p> <p>We return to our traditional timetable from this week. This means that all students enjoy their morning tea and lunch break at the same time. We intend to begin our school assemblies in person from T2. This will mean that we meet as a K-6 school on a Monday morning. Each alternate fortnight K-2 students and the 3-6 students will come together to recognise and celebrate achievements by our students.</p> <p>Big Wet: Our classrooms remain mostly dry; we have had some minor leaks. However, complications have arisen compounded by the work site and the need to ventilate our classrooms. Our students and teachers have tried to maintain learning in the classroom under very</p>		

stressful situations. Mosquitos are a nuisance, as all windows and doors must remain open. We are using some of your voluntary school contributions, to install flyscreens in all windows. Parents may wish to apply insect repellent of their children before they come to school.

Unfortunately, there are 14 schools in the northern parts of our state that will require complete rebuilds. All vacant portable classroom will be redeployed to serve as accommodation on alternate sites. We have one spare room; however, I have not yet been notified.

Construction Site: Work has begun. Footing have been dug. Waiting for the grounds to dry sufficiently to pour concrete. We have had to come up with an alternate route to the oval classrooms, from behind the canteen, through the YMCA, when all access points were unavailable (due to rain). I thank our teachers and students for the resilience they have shown.

Congratulations staff and students: Shown remarkable resilience in the last 8 wks, illness, close contacts, remaining indoors for two weeks with 30 students, ventilation, mosquitos, staff shortages, timetable changes. I'd like to thank our staff who have suspended their regular programs and work to priorities replacing teachers on class. This includes Julie, Susie and Hollie.

Harmony Day Acknowledgement: 24 March 2022 Everyone Belongs: continue our work to reinforce inclusivity, respect, kindness, peace through "The Golden Rule" and other rich literature. Our teachers use all lessons to highlight and reteach these concepts with their students through an integrated approach. Students may wear orange or cultural dress. Our student leaders will lead the school assembly. **Parent Webinar: 24 March 2022 5:00pm about how we support all students at ODPS and show our links to the DoE Policy.**

JT:

- Sentral parent portal – 789 parents have registered; nearly all have used their access key to link to their child/ren. A reminder for parents to download the parent portal app to easily receive notifications and inform the school of your child's absence. Sentral will assist us in the next couple of weeks to promote the app and support parents with queries.
- Check In – Students in Years 4 & 6 will sit these short literacy and numeracy assessments in the next couple of weeks. This information

will help inform teachers of next steps in learning; there is no parent report for this assessment. Headphones need to be supplied by families (many students have these at school.)

- NAPLAN – Students in Years 3 & 5 will sit this assessment in Term 2; practice tests to test the systems in the next couple of weeks. Headphones need to be supplied by families (many students have these at school.)
- Selective High School test was postponed and has been rescheduled for Thursday 31st March – to be held on site due to Covid.

SC:

- We are excited about the easing of restrictions and our plans about re-engaging the community have started through conversations with the P&C leadership.
- We value our highly collaborative culture and hope that some events will strengthen our partnerships.

KM/CL:

YMCA presentation (refer to attached) with an introduction to Chloe who will coordinate services whilst KM is on leave.

Treasurer's Report

Time: 2 min

Speaker: JZ

Please see attached P&C Financial Report as at end of Feb 2022, which includes September 2021 (end of year) financials. As a charity organisation, the P&C financial year runs from the 1st Oct to 30th Sept.

Our available funds stand at around \$40k. This is taken into account of the amount of allocations already spent, and also with a downward adjustment of estimation of the Bookkeeping expense using an estimate of 40 weeks x contracted hours x hour rate when the bookkeeping contract started in March 2021, instead of the initial \$30k ball park used under Jobkeeper rates.

The jobkeeper grants were used for three positions – 2 x canteen, 1 x bookkeeper.

It was noted that there has been a significant increase in insurance charges, which are sitting at \$4K. The cost of the year 6 farewell was \$3K. The allocation for the COLA is \$155K.

Thank you to the Chinese school for their generous donation of \$1.5K.

OW - the P&C levy will be added to next terms invoices and will raise approx. \$25K. Whilst this is significant, other fundraising opportunities will be required to support the school.

JZ and BP to meet and agree on budgeted expenses for playground maintenance, teacher's resources, year 6 first aid course, sporting equipment. A vote on the proposed budget will be put to the next meeting of the P&C.

Band Report	Time: 5 min	Speaker: SH
<ul style="list-style-type: none">• The band committee had the first meeting on Wed 9 March via zoom. With only one apology I thank the mostly new parents for their commitment and input to the meeting.• Band instrument hire fees have now gone out and band fees will follow. Ensemble fees will go out at the end of term.• Ensembles have now commenced for Woodwind, Brass, Percussion and Strings. We are very excited to welcome David Sismey as Brass Ensemble Conductor and Lorraine Choi as Strings Ensemble Conductor. Cynthia Li has also taken on the role as Strings Parent Coordinator, and I thank her for the fantastic communication skills.• Numbers for the ensembles are as follows; Woodwind 6, Brass 13, Percussion 7 and Strings 17. These numbers are based on expressions of interest and haven't been consistent due to the many students in isolation. Permission forms will be sent to families soon as during previous years the students have turned up, but invoices questioned by the parents.• Tutors have been informed of the lunchtime change reverting back this week.• Festival of Music date change required, May 28/29th has been proposed as the new date. Details were discussed at the committee meeting and arrangements will begin to fall into place. Schedule, external tutoring team, fun activity, pricing, and catering are all being looked at.• We are hoping to begin 'Open music mornings' this term, Concert band and the Percussion ensemble will be the first to showcase what they are learning and entertain families during morning drop off.		

- The storage shelving is posing huge problems during hot days and more recently days of torrential rain. It has been requested that during these days can the kitchenette be used to protect the instruments from weather damage.
- The position of Music Librarian was discussed and Mehra has kindly offered to take on this role. The organisation of music is important as it may avoid purchasing new music in the future.

Thank you to SH for her work as Band Coordinator during this time of transition.

Canteen Report

Time: 2 min

Speaker: OW

We are planning to open for over the counter service on the 21st March.

We had a good response to our last call out for volunteers but now with over the counter resuming we will be requiring more help.

Recess times 11 til 11:20am and Lunch 1pm till 2pm (start to pack lunches at 12.30).

If you can assist, please email your availability to odpscanteen@gmail.com

Community Events

Time: 5 min

Speaker: LG/OW

A Monday evening was scoped as a suitable day of the week for interested participants in the school community to come together and discuss community event opportunities for the year. LG and OW to organize.

Events to include a welcome bbq, Mother's Day and Father's Day stall, Easter celebration.

LG expressed a strong desire to involve students in the holding of the events, including the creation of invitations etc.

OW advised that there are items in storage from past Mother's Day and Father's Day events which can be used for this year's stalls.

SH – advised of an opportunity for Easter, from a local cookie/craft business, where a percentage of sales is donated back to the school. Details to be provided to LG to follow up.

LG requested the inclusion of information to the school community on Persia’s news year’s celebrations, which coincide with Harmony Day. BP agreed to include information in an upcoming school newsletter.

Uniform Shop	Time: 2 min	Speaker: GB
<p>The uniform shop will be switching over to winter uniform on the 30th of March, following completion of a stocktake.</p> <p>As from 31 March you will be able to place orders for your winter uniforms on Flexischools.</p> <p>The change over to the winter uniform is traditionally in term 2.</p>		

General / New Business/Correspondence In	
Items	Responsible
Nil	

Meeting opened: 7:33pm

Closed: 8:39pm