



# P&C General Meeting - MINUTES

Term 4 – 24 November, 7.30am

Supporting our school, our students, and our school community

7.30am	Meeting open	Tony Falzarano
7.31am	<b>Conflict of Interest Declaration</b> None notes	
7.32am	Attendance and Apologies <b>Attendance</b> - Wendy Mwanga, Jenni Milburn, Tony Falzarano, Lucy McLelland, Sunshine Estivo, Alison Gracia, Jane Reoch, Carly Nagle, Katie Schultz, Elissa Billie, David Reynolds, Sam Pigram. <b>Apologies</b> - Bec Coulson, Michelle Terry, Gayle Graham, Corinne Schmitt	
7.33am	Welcome to new members	
7.34am	Minutes of 2023 Term 3 General Meeting  <b>Motion 1:</b> <i>That the Minutes of the Meeting be adopted</i>	All
7.36am	Review of Open Action Items from 2023 Term 3 General Meeting  <b>Motion 2:</b> <i>That the Term 3 2023 General Meeting Action Items have been reviewed (see below)</i>	Owners
7.40am	<b>MWPS Principal's Report</b>  The Anxiety Project is a new undertaking. Leadership training has been completed, started with staff training T1&2 including SLSOs. The program will start with students from T3-2024. Those present were provided with a flyer for the program. Intention is to share more broadly via the newsletter, timing TBC so parents and carers know ASAP but also conscious people will have questions that the team don't yet know the answers to. Positive feedback for these style of programs from a parent in attendance (eg. Cool Kids).  New Curriculum K-2 rolled out this year, moving to 3-6 next year. Jenni Milburn advised she's just ordered \$6k of books for next year in order to promote actual books in the classroom rather than reading from a screen.  New House Sport names – announced as the Raven, Cockatoo, Gecko Wallaby. Starts 2024, will start to include K-2 more so next year.  Transition of temp staff to permanent staff as per the government initiative, great news. Check the newsletter for staff names.  Thank you to P&C for funding, \$70k for 60 computers for Cyber City and K-2 computers. Online assessments happen for 3-6 periodically plus NAPLAN and the new tech has also assisted with these.	Wendy Mwanga

	<p>\$110k for playground equipment, very popular.</p> <p>\$35k centenary path contribution.</p> <p>SRC Y2-6 – supporting 3 charities, Westmead, Stewart House, Scoliosis Awareness.</p> <p>Thanks broadly to P&amp;C for their support. Parent involvement really makes a difference: on site, events, financial. Thanks to those Year 6 families who are leaving. Thanks to Tony for his contributions as President and those attending.</p>	
7.50am	<p>Treasurer’s Report</p> <ul style="list-style-type: none"> <li>● Suggestion of subcommittees for each event, so people can step in and out for an event.</li> <li>● Need to fill changing positions for next year.</li> <li>● Additional centenary bricks to be available.</li> </ul>	Tony Falzarano
8.00am	<p>Sub-Committee Updates</p> <ul style="list-style-type: none"> <li>● Band</li> <li>● BASC</li> <li>● Canteen</li> <li>● Environment &amp; Kitchen Garden</li> <li>● Events &amp; Fundraising</li> <li>● Uniform</li> <li>● Year 6</li> </ul> <p><i>Reports taken as read.</i></p>	Owners
8.15am	Other business:	
8.20am	Nominations for “Casual Vacancies”	
8.25am	Correspondence	
8.30am	Meeting close	Tony Falzarano

**ACTION ITEMS:**

ITEM	UPDATE
<p><b>(T3 2023) Learning Support - new 22/8</b> Julie to consider what additional learning support can be provided if the P&amp;C contributes funding for part or all of the cost. She will check with her Business Manager as to how much a resource costs.</p>	<p><b>(24/11)</b> - Not discussed.</p>
<p><b>(T3 2023) Support for Neurodivergent Students - new 22/8</b> Wendy and her team to consider how to communicate information about what the school is able to do to support neurodivergent students with a view to having a special session on this topic to further encourage community support amongst parents, and understanding about the schools role and limitations. Lucy spoke with Wendy and propose having a P&amp;C organised and hosted evening where School provides one part of the content.</p>	<p><b>(24/11)</b></p> <p>WM – There will be a session or workshop in T1-2024 from Counsellor Natalie to provide information from the school perspective, P&amp;C separate session re ND or specific disabilities.</p> <p>P&amp;C session once families have given feedback. Feedback and questions to be given to school once collated so they can be answered in the session with Natalie.</p> <p>WM – High volume of assessments. Paeds/psych requests for PLP. Dept policy is that a plan is not a requirement, only required for First Nations and out of homecare students and Integration Funding students. Cannot do PLP for all but can be included in the Classroom Profile of Student Adjustments, PLPs take half day of teacher time to create.</p> <p>Quick map of how to approach this if you're a parent, eg how often to meet with school.</p> <p>Next step – WM find documents on the map for LM – to finalise and share parent/carer questions and feedback.</p>
<p><b>(T2 2023) Building Project - School Hall</b> Invite <i>Expressions of Interest</i> from Community for an architect</p>	<p><b>(24/11)</b> Awaiting update from DoE. Grants being explored in the background, and P&amp;C has reserves to be able to assist but cannot fund in entirety. Long term desire is to be able to host the entire school in the hall at once.</p> <p><b>22/8:</b> Awaiting further update from the Department of Education. Too early to call for EoI for architects. This will be a long term item.</p>
<p><b>(T2 2023) BASC Independent Report new 22/8</b> Elissa to get an independent consultant report on best practice, 5-year strategy and, options for dealing with wait lists</p>	<p><b>(24/11)</b> EB – P&amp;C have hired an external consultant, who have been excellent. Met with consultants and Julie to review their plans 2 weeks ago, considered an expansion though</p>

	<p>this might need to be part of the broader asset management request per the above re hall. Meeting with Asset Management on Monday for expansion.</p> <p>The Consultant has given advice based on what other schools have implemented. Comprehensive assessment looking at other comparative local schools eg BH and Harbord.</p> <p>One challenge is how to determine genuine need as parents put down multiple spots to have the best chance of obtaining one, then won't need all that they've requested. Parents also hold on to (and pay in full for) spots as they cannot access them again easily if they go "inactive".</p> <p>Full report expected end of T4 dependent on Monday's meeting. Has been discussed with Sarah at BASC. Plan to retain consultants to help execute on the plan. Waitlist of 120 for Wednesday afternoon which would require double the staff.</p> <p>Acknowledgment that the BASC service is phenomenal. Don't want to deteriorate this level of service. Staff know the students, and are high quality. BASC are promoting staff retention, have implemented a referral incentive and reviewed salaries.</p> <p>All parents and carers are welcome to attend the BASC committee meetings.</p>
<p><b>(T4 2022) P&amp;C Annual General Meeting</b> - attendees requested there is information sent out this year about the voting process at the AGM which will give people time to become financial members if they wish to participate in voting for office bearers etc.</p>	<p>Information about roles in the P&amp;C were circulated earlier this year. It will be circulated again when recruitment for 2024 members begins.</p> <p><b>Item closed.</b></p>
<p><b>(T4 2022) Financial Questions carried over from Term 3 Meeting:</b></p> <ul style="list-style-type: none"> <li>● information on the P&amp;C's policy on how restricted reserves are to be used;</li> <li>● that future finance reports include a consolidated profit and loss statement and balance sheet;</li> </ul>	<p>Tony has drafted a restricted reserve policy. More stakeholders need to be consulted. Once reviewed it will be brought to the P&amp;C.</p> <p>Finance Reports already include a P&amp;L. We can add this to the website.</p> <p><b>Item closed</b></p>
<p><b>(T4 2022) Computers for Manly West</b> - can the P&amp;C source computers from large corporations who are getting rid of their computers.</p>	<p>This is not really a feasible option for the School given all the DoEd requirements.</p> <p><b>Item closed.</b></p>

<p><b>(T4 2022) What the P&amp;C has accomplished over the years</b> - attendees requested a detailed list of all the projects they have assisted the school with (e.g. COLA, BASC building, playground equipment). It would be good for all parents to know how the P&amp;C contributes to the school community.</p>	<p><b>Item closed. Updated on website.</b></p> <p><b>22/8: Ongoing and will form part of the succession plan for sourcing members in 2024.</b></p>
<p><b>(T4 2022) Cyber-security event</b> - to be discussed and organised for 2024.</p>	<p>Julie and the P&amp;C are keen for this to take place for the parents. The School has already got various strategies and talks in place for the kids.</p> <p>One suggestion is Kristy Goodwin who is local and well known and respected in this space.</p> <p><b>Events Committee to investigate implementing this.</b></p>