

## Hazelbrook Public School Parents & Citizens Association

### Meeting minutes, Tuesday 8 September 2020

Chair: Mark Archer

Minutes: Carolyn Townsend

**Attended by:** Katrina McMahon, Ann Knapp, Kate Paul, Jennifer Wilkins, Erin Fearn-Smith, Lesley Lowe, Mark Archer, Melinda Williams

**Apologies:** Anna Wright, Liz Rummary

Meeting Open: 7.00pm

**Previous minutes:** Tabled by Katrina second by Ann

No	Item	Actions
2.	<p>Arising business:</p> <ul style="list-style-type: none"><li>Artist Program for in school. Mosaic project - year 5 in quad area Year 3 and 4 mural Site inspection has been conducted.</li><li>Kiss &amp; Drop – discussed latest correspondence from council. Council proposed solution doesn't really address current concerns/improve the current situation. We discussed other options including using Beechmount parking as a kiss and drop zone or using the highway bus stop for bus access and then whole bay on Hazelbrook Parade becomes available.  In the meantime, it is important that parents move on if their child is not there and if possible teachers on kiss and drop asking parents to do a lap of the block if their child is not there.</li></ul>	<p>Katrina will put out to the school community about local artists to assist with stage 2.</p> <p>All – as this is not going to be a quick process please send any new ideas or suggestions through via email to the group.</p>

	<ul style="list-style-type: none"> <li>Letter to road minister re highway safety issues– some MACM students are doing this.</li> </ul>	
2	<p>Presidents Report</p> <ul style="list-style-type: none"> <li>Nil to report that was not already covered</li> </ul>	
3	<p>Principal's report: Melinda Williams</p> <ul style="list-style-type: none"> <li>Long jump pit – being installed in xmas holidays</li> <li>Kindergarten playground – has been put through to DOE Assets team. Will have to go to tender because of the cost involved. (\$150K)</li> <li>Other stages of playground works including the slide area (\$170K) that have been designed would also require a tender process due to the costs involved.</li> <li>2021 – we are expecting that we will lose a class and a teacher (currently at 16 classes). School was already paying for an additional teacher. Looking to be at 14 or 15 classes for 2021. Kindy enrolments are quite low at the moment (37). New DoE enrolment policies are a factor in this (not being able to accept out of area enrolments, even for siblings)</li> <li>Working on new school plan. Currently completing analysis with teachers. Hoping to start p and c and community consultation in term 4.</li> <li>Fingers crossed at the moment that year 6 farewell might be able to go ahead on latest government advice.</li> <li>Kindy excursion to Calmsley Hill probably won't be able to go ahead under current COVID restrictions. But looking at alternatives.</li> </ul>	

	<ul style="list-style-type: none"> <li>Crecy – has been closed during recess and lunch for 2 reasons A/to support the prospect of a barricade to going up on the highway. B/ if we were to open it again we need some work done to remove pot holes etc. Crecy will remain closed at this stage. Crecy is currently still used for class sport etc under direct teacher supervision.</li> </ul>	
4	<p>Treasurer's report: Carolyn</p> <ul style="list-style-type: none"> <li>Current account balances: \$16K canteen \$34K general account</li> </ul> <p>All current bills have been paid and major items such as quarterly tax, oven payment and payment for the decals project are all done.</p> <p>Assessing eligibility for Job Keeper 2.0 with the accountant who has been kindly assisting us – Natalie Evans Tax – Hazelbrook.</p>	
5	<p>Canteen Report: Katrina</p> <ul style="list-style-type: none"> <li>New oven has been installed and is working well.</li> <li>Treat day – whole school treat day in last week of term funded by P&amp;C. Opt out note to be sent home. Moved Katrina, seconded Jennifer.</li> </ul>	
6	<p>Fundraising</p> <ul style="list-style-type: none"> <li>Fuchsia Sale day at Barbara's house. Katrina sent information to Elissa about COVID requirements for insurance etc. Risk assessment will be required. EFTPOS transactions will probably be required.</li> </ul>	<p>This is currently with Elissa.</p>

7	<p>General business</p> <ul style="list-style-type: none"> <li>• Policy discussion – included in newsletter today about how to approach the school for help. 1<sup>st</sup> stage is classroom teacher, then assistant principal, then to principal. If unsure who to speak to, please contact the office.</li> <li>• Discussion about student wellbeing in general in light of the events of this year.</li> <li>• Looking at wellbeing target in the new school plan and a program implemented across k to 6.</li> <li>• Uniform policy – is there any explicit instruction about what is the school uniform and what is acceptable? It has been difficult for kindy parents in particular to be clear on the requirements</li> <li>• Use of P&amp;C funds to pay for activities given COVID etc. Challenge is finding providers to run programs at the moment</li> <li>• Extracurricular programs – dance/debating/sports etc. Would like to see opportunities available being communicated to parents so we can discuss with kids and suggest their participation. Ensuring that these activities are inclusive and available to all.</li> <li>• Second Friday of school holidays for install of decals. Need more helpers. 9 October. 10AM.</li> <li>• Treat Tuesday – treats are available on an unofficial/unadvertised basis at present. Difficult to run it more</li> </ul>	<p>Melinda</p> <p>Melinda will arrange for school website to be updated</p> <p>Please send through any suggested providers/activities</p> <p>Melinda will raise this with teachers to ensure students are being told about the activities and also to ensure available opportunities are communicated in newsletters.</p>
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	formally at the moment as we are limited in having volunteers in the canteen.	
Meeting Closed: 8.20pm		

Next meeting 13 October 7pm