

NHSPA P&C Minutes

Date: 12 May 2015

Location: School library

Apologies: Emma Walter, Isabell McIntosh, Jeni Wilkins

Chairperson : Nicki Wilkinson

Minute taker: Kelly Burke

Meeting began: 6pm

Meeting finished: 7.40pm

Documents tabled: Library presentation, School Plan 2015-2017, implementation and progress calendar

ISSUE	SPEAKER	DISCUSSION	ACTION
WELCOME & INTRODUCTION	Nicki Wilkinson	NW welcomed NHSPA staff and parents and acknowledged the traditional custodians of the land, the Gadigal people.	
MARCH MINUTES	Nicki Wilkinson	To be tabled at June's meeting	
MATTERS ARISING	Nicki Wilkinson	None	
CORRESPONDENCE	Kelly Burke	ASG National Excellence in Teaching Awards – call for nominations	
LIBRARIAN'S REPORT	Dominique Sweers	Library re-fit & refurbishment 2015-2017 Issues: noise spill from one area to another, fewer girls use the spaces than boys, students aren't borrowing from the collection and many of the books are outdated. A large order for new books, with an emphasis on short stories, has been placed. The consignment should arrive within 2 weeks.	DS tabled her report. Parents and students are requested to email DS with suggestions. KB to include invitation in next newsletter.

		<p>By the end of the year it is hoped about 800 websites will be in the online catalogue by end of the year.</p> <p>The re-fit will include moving the librarian out of the office and onto the floor stationed at an information desk on the floor. New furniture will be ordered, it must be colourful and flexible. Examples provided.</p> <p>NW thanked DS for her presentation.</p>	<p>DS will investigate possibility of book donation from Newtown Women's Library</p>
<p>PRINCIPAL'S REPORT</p>	<p>Stephen Gray</p>	<p>SG is back part-time and reducing his involvement in the department's principal leadership role. He will be co-principal with Peter Shields and spend three days a week at the school. Stephen will continue to liaise with P&C.</p> <p>SG introduced new deputy co-principal Karl Pico. The other co-deputy principals are Rachel Mules and Nilaufer Rajwar.</p> <p>Merit selection process for a business manager starts soon. Part of the empowering local schools program. Finance manager Ruth Smith will not be returning due to health reasons. A business manager will not only handle finance but also asset management, work health & safety & grant submissions. It is hoped the position will be filled this term to start work at beginning term 3.</p> <p>The department's attendance policy has changed. Students' extended leave for holidays or travel during term time is now counted as regular leave, not exempt leave. These absences will now appear in the school record, so attendance patterns will appear to deteriorate. SG is asking for support for the school to keep granting extended requests by parents. About 20 to 30 requests are received each year, most for between 20 and 30 days. The new policy will have no funding implications as the absent students are still recorded as enrolled. The new form is on the website.</p> <p>PS and NR accompanied the drama tour to London, the first drama trip ever. Year 8 & 9 dancers will return to China in August for the Joy Dancing Festival, at the invitation of Foreign Affairs. The event will be televised in China.</p>	<p>P&C supports the school's continuing policy on granting extended absences to students.</p>

SCHOOL PLAN	Stephen Gray	The plan is moving from draft form to final product. It has taken 12 months. The template is a common one used across state. Some projects have already started to be implemented, eg positive psychology. The plan is now on the school website.	SG tabled the school plan and an implementation and progress calendar for 2015.
PRESIDENT'S REPORT	Nicki Wilkinson	The executive had a productive meeting with the co-principals. Executive has agreed to give \$5,000 for future parent/student training in positive psychology. The \$250 voluntary contribution continues to work well. Executive agreed to schedule Comedy for a Cause as part of WEF and welcome barbecue in 2016. 25 th anniversary: PVAS examining the possibility of establishing archives and the gift of an electronic sign.	
TREASURER'S REPORT	Ross Moffat	Funds from P&C membership stand roughly at at \$20,000 after fulfilling a 2014 \$5,960 commitment to years 7 & 9. Two 5,000 faculty grants will be disbursed this year. St Georges Hall fund: \$160,000, plus \$55,889 from 2015 contributions, less \$5,000 for dance masterclass. Remaining: \$211,000.	
SRC REPORT		No report	
ENVIRONMENT SUB-COMMITTEE REPORT	John Caley	An installer has looked at the roof, a 30 kilowatt system would make 120 kilowatt hours a day, about a quarter of the school's needs. About \$36,000 inc. GST to set up, with savings of about \$7,000 a year - a 20 per cent return on investment. There is an offer from a company to provide and install a system for free, and sell the energy back to the school at a discounted rate of 15c for 15 years. This would represent a saving of between \$30,000 and 80,000 over the life of the contract.	JC given analysis to SG to discuss and bring recommendations to next meeting.
PVAS SUB-COMMITTEE REPORT	Nicki Wilkinson	PVAS met with Leisa Munns at the end of last term. Karl Pico is now head of extra-curricular activities. Music has requested a drum kit. Comedy with a Cause is now on hold until next year.	PVAS to meet with Karl Pico Jane Prince to liaise with ABC for expertise on

		Two goals for 2015: archiving and 25th anniversary.	archiving.
BUILDING SUB-COMMITTEE REPORT	Justin Meehan	JM has talked to Terry Bail and St Georges Hall was discussed at principal's meeting. Assets staff from the department recommends no refurbishment internally until the roof is fixed properly. There is the possibility of accessing a heritage grant. SG is applying for \$10,000 to patch up problem areas and draw up a plan for fixing long term. It has been agreed the P&C put on hold its plans to financially contribute to the project and look at funding more short term needs.	SG is chasing up insurers following the storms.
COMMUNICATIONS SUB-COMMITTEE REPORT	Maya Saric	Navigating parent teacher nights is difficult for new parents. RM confirmed \$10,000 could be accessed from St Georges Hall account for an electronic sign. SG said school could contribute a further \$5,000. It would be ideal to have the sign installed before the 25 th anniversary date.	The sub-committee will draft a list of handy hints for parent teacher nights. MS to discuss further with SG.
FACULTY SUPPORT SUB-COMMITTEE REPORT	Katie Mann	The sub-committee now consists of Bethany, Katie Mann, Jenni Wilkins & Kelly Burke There are not sufficient funds for a meaningful science lab refit. This will have to be a long term goal. Short term goals: 2 x \$5,000 grants for pressing need, \$5,000 for positive psychology. Bethan asked about feedback on student assessments, which appeared ad hoc. SG said there is a more co-ordinated approach in the school plan that will be implemented soon across all years.	KM is drafting a letter of offer. SG will inform faculty heads and vet ideas. KM to give SG set of criteria.
OTHER BUSINESS	Dennis Dumlao-Showcase John Caley – Teaching Awards	Invitations have gone out for Showcase roster. There are still some gaps. SG suggested parents ask the students.	DD will send the roster through googlegroups to fill in the gaps. Nicki will obtain a nomination kit. To be discussed at next executive meeting.

NEXT MEETING: 9 June, 6pm