



Randwick Boys' High School P&C Meeting Minutes Tuesday 21 May 2019

Chair: Birgit Schickinger

1. Attendance:

Alison Bell	Birgit Schickinger	Caroline Windsor	Dacre England
Helena Whalebone	Jane Knowles	Janine Beck	Julie Smith
Lance Raskall	Laura Tamir	Leanne Bergan	Louise McNeil
Mary Jo Rigotti	Michelle Bradley	Ngaire Smith	Nicola French
Philip Booth	Rachel Daly	Roger Whalebone	Sean Loughman
Suzy Forrester			

2. Welcome to new financial members, observers and guests.

3. Apologies: Emma Digan, Kate Bice, Linda Nawava, Lyn Swinbourne, Mandy Gibbens, Rebecca Saad, Sarah Brill

4. Determination of quorum: Quorum reached (quorum is 5 if under 50 members and 11 if over 50 members).

5. Confirmation of the Minutes for March 2019: (MB, JK)
Minutes confirmed.

6. Business arising from March 2019 Minutes:

Harlequin School Bags: BS reported that Harlequin do wholesale and normal sales via their website. There won't be a wholesale purchase through the P&C to sell on to students, although it may be possible to order bags with a school logo through the site. Prices range from \$60-\$90 depending on model. LR mentioned that boys he had spoken with were generally not keen for bags with a school logo.

7. Correspondence: Several items of correspondence have been received:

- Letters and emails confirming the Incorporation of the RBHS P&C
- A letter from the new Minister congratulating the P&C on our Incorporation
- A letter confirming the P&C's new ABN, a requirement of Incorporation
- Bank statements

- An email regarding multicultural foster care. Brochures are available for anyone interested in further information.
- A letter from Pat Mahony (Relieving Director, Educational Leadership, Bondi Principals Network) in response to the joint letter sent by BS and Teena Kargas (President, RGHS P&C) to the Hon Sarah Mitchell MLC (Minister for Education and Early Childhood Learning) regarding the outcome of the co-ed consultation.

8. Reports

President's Report

BS and Teena Kargas of the RGHS P&C had a somewhat disappointing response to their joint letter to the Minister asking that the decision regarding the co-ed proposal be announced as soon as possible so that upgrades budgeted for last year can move to planning phase. The reply does not provide any new information. It reiterates that the Department is in consultation with Minister's office, and notes any plans for upgrades to RBHS and RGHS by School Infrastructure NSW (SINSW) will be finalised after a decision is announced while giving no details regarding likely timing.

The members of the Executive have been busy with follow-up to Incorporation preparing required documents. These have been circulated for consideration and will be discussed later.

Cake stalls and sausage sizzles were held for both the State and Federal Elections (23 March and 18 May). Thank-you to all volunteers who helped out on the day and with donations. Monies raised will be detailed in the Treasurer's report. Feedback on the day suggests this activity made a very good impression on members of the public visiting the School.

Principal's Report

See attached. The following was noted:

Thanks to P&C members who assisted with the BBQs and donating to the cake stalls. Natalie Fulton and two classes of Year 7 and 8 students made cakes for the May stall - thanks to them as well.

With regard to the SINSW upgrades, the wheels are turning slowly. Representatives of SINSW will tour RBHS and RGHS on Wed 5 June to update notes taken on their visit 12 months previously. SINSW has also been meeting with UNSW, but LR is not aware of any outcomes from this at present. The School's priority at present is to upgrade current learning and teaching spaces first.

Assessment tasks and half-yearly exams are currently happening. Further information on these is available in newsletters and on the website. As with Naplan, the School asks only that each student do his individual best.

For the P&C members who expressed interest in training for staff selection panels, LR noted that the cohort of students has gone over 60% NESB, so a P&C representative of NESB background will also be required. Interested members should

contact LR to volunteer. Following training, volunteers will be selected from a pool in rotation as far as possible. Of the four positions discussed at the last meeting, PDHPE and TAS have been filled on “closed merit” and will be announced following the required 10-day appeal period. The second DP and TSO positions are yet to be filled.

There is no update on the co-ed consultation outcome, although there was a suggestion a decision would be announced by mid-year. New local member of State Parliament, Marjorie O’Neill, is seeking to obtain access to the report under FOI.

The whole school audit by the Department of Education required considerable resources but went very well. Only issues were very small (e.g., a single out-of-date EpiPen), with all finances and assets in order.

Half-yearly results and reports are coming up, with the first Parent-Teacher night on 2 July for Years 7, 11 and 12. Years 8, 9, 10 will be on 2 August.

The School is happy with the choice to complete Naplan on paper this year. However, at this stage, all schools will be expected to complete the testing online next year.

LR has met with the new local member of State Parliament, Marjorie O’Neill, who expressed interest in visiting the P&C if we would like to invite her. She made it clear that as a member of the Opposition, she does not support making RBHS co-ed but instead supports a brand new co-ed school in the Eastern Suburbs (Bondi Junction).

The Information Night for the Gifted and Talented program was well-attended. The tests are coming up on Saturday 15 June.

In staffing news, History teacher Daisy Douglas has been seconded to South Sydney as Head Teacher (Teaching and Learning) for Terms 2, 3, 4. She may be returning at the end of the year, but this is yet to be confirmed.

In discussion, LR noted that UNSW is trying to build stronger links with RBHS and RGHS. LR has had discussions with Neil Morris regarding a MOU strengthening the links between the university and the school. This would relate both to favourable entry requirements and infrastructure on site for the School’s use during the day and the University’s at night. Initial UNSW suggestions of a full-size cricket oval or synthetic oval were declined, but a full-size Olympic pool seems more promising. The size of these proposals means they are now in the hands of SINSW. However, there are also proposals for UNSW staff and students to assist RBHS boys with their studies, e.g., in Music.

PB mentioned that Marjorie O’Neill had expressed similar sentiments in conversation with him regarding the need for a new co-ed school in the area. At their meeting, LR discussed moving school boundaries to meet demand and running school special buses to assist with movement. It was noted that there is currently no co-ed school in our area and no single-sex schools in neighbouring areas. The pace of development in Pagewood Green and along Anzac Parade suggests Daceyville may be worth considering. It was reiterated that there is no obligation for the Minister’s Office to release the results of the consultation process.

Treasurer's Report

LB presented the most recent bank statement.

The two election BBQs netted approximately \$1,500 and \$2,000.

As agreed last year, \$1,000 was paid as a contribution to activities in the Maths program, including the 'World of Maths' incursion.

We paid an invoice from Office Max for book packs.

The current bank balance is \$30,409.86.

9. Agenda Items:

Trivia Night

Save the Date notifications for Friday 30 August have been distributed. LB is coordinating the sub-committee and looking for volunteers to help. A new host, Carrie Cook from Time for Trivia, has been engaged, and has already contributed some excellent ideas for fundraising on the night (attaching Scratchie tickets to the leaves of a small donated plant to auction as a "money tree", using succulents as table decorations that could be sold). In response to a question regarding the previous year's host, LB offered to revisit the engagement of the host for this year. Given that the feedback on the previous host was mixed, this was not felt to be necessary. It was noted that decisions regarding event details are generally delegated to the relevant sub-committee to allow for timely planning, and parents were encouraged to get in touch with LB to volunteer to help.

Governance Pack

The members of the Executive have produced documents adapted from the standard documents of the P&C Federation, as circulated prior to the meeting.

Thanks were expressed to BS in particular for her efforts in preparing these documents.

Motion 1: That the By-Laws as circulated be adopted. (DE, JK)

Motion 1 carried.

It was noted that adaptations to the standard by-laws provided by the P& C Federation relate only to the standard practices of RBHS P&C in terms of annual and general meeting dates, the end of our financial year and the cost of membership.

During discussion, it was suggested that inviting a member of the P&C Federation to address a future meeting be added as an agenda item for consideration at the next meeting.

Motion 2: That the Code of Conduct as circulated be adopted. (MB, RW)

Motion 2 carried.

PB pointed out that the Privacy Act has been updated to deal with cyber-security and social media issues. He and BS will follow this up to determine whether any changes to the Code of Conduct document may be required.

Motion 3: That the Grievance Procedures as circulated be adopted. (RD, JK)

Motion 3a: That Point 1 under Procedures be amended to read "Complainants should endeavour to resolve the issue themselves with the relevant parties face-to-face or in writing". (SL, DE)

Motion 3a carried.

Motion 3 carried.

Motion 4: That the Social Media Policy as circulated be adopted. (MB, LB)

Motion 4 carried.

During discussion, LR noted that the School has given consideration to a Facebook page, which would be in addition to the P&C page.

All Governance documents will be made available through the School website once a small issue with the content management system in the office is resolved.

Funding Proposals

Breakfast Club

Motion 5: That the P&C contribute a maximum of \$1,200 over the next year (equivalent to ~\$130 per month based on 39 weeks) as per the presented proposal to support a Breakfast Club for students. (DE, RD)

Motion 5 carried.

The initial plan is to run the Breakfast Club on two mornings per week (Tuesdays and Fridays). The Club will be run by teachers, without the need for parent volunteers. The proposal presented is a rough guide – the teacher in charge and possibly students will be responsible for choosing a reasonable selection of healthy options. This can not include peanut butter due to anaphylaxis concerns. LB has already had an offer of a \$200 donation from an interested parent. Although Woolworths' central administration has refused support, LB will approach the Randwick store manager as an alternative, with Maloneys another potential in-kind supplier. Charities that run breakfasts clubs elsewhere (e.g., the Red Cross) or local cafés allowing patrons to make small donations may be followed up as funding sources in future.

Students likely to benefit will be identified by welfare teachers and approached carefully. The intention is to create a safe environment for those most in need, not a source of stigma. Other activities may be included (games, etc.) to contribute to a sense of social cohesion. It is possible those with early sports training may also be included in future. At this stage, the Club is considered a trial to gauge interest and assess practicality.

School minibus

Motion 6: That the P&C contribute \$5,000 (in addition to the \$15,000 already agreed) this year to the purchase of a minibus for the School. (DE, LB)

Motion 6 carried.

Motion 7: That the P&C contribute a further \$10,000 (in addition to the \$15,000 and \$5,000) next year to the purchase of a minibus for the School, with the proviso that sufficient funds are available when required. (DE, RD)

Motion 7 carried.

As previously noted, the School currently pays ~\$22,000 per year for minibus hire. LR, with gratefully acknowledged assistance from Helena and Roger Whalebone, has obtained a quote for a Toyota Coaster of \$122,335.11 on-road from Sydney City Toyota. Several other schools have been consulted about their purchases, and this model is the best option. The minibus will be used for grade sport and excursions, and will have removable magnetic signage to allow it to be rented to other schools when not in use by RBHS. There are no special EOFY discounts available, and the lead-time for delivery is 3–4 months. The minibus requires a specialised licence costing ~\$870 to drive. The intention is to train the LSO (Learning Support Officers), GA (General Assistant), Careers Advisor (not on formal classes all the time, does Duke of Edinburgh), and sports teachers. RW noted that this model can also tow a trailer, increasing its usefulness for activities requiring luggage, such as Duke of Edinburgh. There is the possibility that the School may be able to obtain a low- or no-interest loan to spread the cost of the purchase over a period of time.

In response to a question regarding whether the purchase of the minibus depended upon the P&C's contribution to go ahead, it was noted that the P&C tries to assist the School with its priorities as per proposals brought to our meetings, which can come on an ongoing basis. According to our current budget forecast (based on last year's income and expenditure) which already includes the amounts requested, we will have spent most of our income by the end of our financial year. This is in line with the expectation that monies raised are spent in a timely fashion to benefit the students whose families have helped in fundraising.

Recurring funding

Motion 8: That the 2019 Forecast Budget presented by LB be accepted. (DE, RD)

Motion 8 carried.

LB noted that the Forecast includes all current programs, regular donations and required running expenses. This is the second year of the three year commitment for the Maths Show. RBHS P&C currently shares a Gold Sponsorship of The Show with RGHS P&C, but BS has been informed by the Show sponsorship coordinator that the option to share may not be available next year, so this may need to be revisited in next year's budget.

10. General Business:

BS will invite the new State Member, Marjorie O'Neill, to attend the next meeting for a question and answer session. It was noted that she had attended the RGHS P&C meeting the previous night, and was very open to answering questions.

The new manager of the Randwick branch of Credit Union Australia is interested in creating ties with the School. BS has approached her regarding Trivia Night sponsorship.

Department requirements regarding the wearing of protective gear (sunglasses, bandanas covering the face, and so on) are causing some difficulties with the planning of the Colour Run at present.

BS is drafting a letter to local businesses regarding sponsorship of the Trivia Night.

LR noted that the School is planning to use online bookings through Sentral for the upcoming Parent-Teacher Nights (2 July for 7, 11, & 12 and 6 August for 8, 9, 10). The teachers involved in trialling the system will be invited to the next meeting to demonstrate the system.

LR reported that there is as yet no confirmed delivery date for the Year 12 jerseys. These were initially delayed when the School was let down by a local supplier and had to change to Canterbury. Geoff Grasso, the Year 12 Advisor, is following this up, and the School will now be requesting a rebate from Canterbury as they have passed their promised delivery date.

Information on the Year 12 HSC and Careers Expo on 30 May will be sent out with the boys. The Expo is also open on the weekend if parents would like to take their sons as well (requires ticket purchase). LR was thanked for sending home the UAC Handbook with Year 12 students – this was seen as a very handy conversation starter and wake up call, given there only 15 Mondays remaining to the HSC!

LB reminded members that receipts for P&C membership are available on request.

11. Next Ordinary Meeting

Tuesday 18 June 2019, 7.00pm

12. Meeting closed: 8.55pm

Principal's Report

P & C Meeting

Tuesday 21st May, 2019

1. Election BBQ – Thanks to all P & C who were involved in ensuring the BBQ was a success. Outstanding job! Well done to all who contributed!
2. Upgrade update. Schools Infrastructure will be touring RBHS and RGHS on Wednesday 5th June. They already did so about 12 months ago.
3. Assessment Tasks and half yearly exams galore before the end of Term 1. As parents, be prepared!
4. Staffing update. One Position filled (Closed Merit) PDHPE. One is with staffing TAS (interviews have taken place). Second DP and TSO – still to be actioned.
5. School Bus – ongoing investigations. Visited Kogarah HS and Toyota dealership. 2018 bus monies – to be discussed, as requested last meeting
6. Coed consultation – nothing to report
7. Term 1 – Whole School Audit from DE Audit Unit. Process was daunting, however, RBHS excelled in most areas.
8. Half Yearly exams and then reports.
9. Year 7, 11 and 12 Parent/Teacher evening – Tuesday 2nd July 2020.
10. NAPLAN – RBHS completed the pen and paper version. From 2020, all online
11. New Local Member – Marjorie O'Neil – met with her today. Has requested attending a P & C meeting in the future
12. Grade Sport – progressing well. Some fantastic results
13. 2020 Gifted and Talented applications (Year 6, 7, 8 and 9)
14. Athletics Carnival – Friday 31st May
15. Ski Excursion 19th – 21st June. N Benson i/c
16. Staff change – Daisy Douglas to South Sydney HS for terms 2, 3 and 4
17. Wednesday 29th May – NSW State of Origin players addressing our students and running Rugby players through Rugby League drills. D Bester has organised. Great initiative!

Excursions:

- Incursion 'World of Maths'. Student evaluations were extremely positive. Thanks for P & C support
- Year 11 and 12 Art to Art Express – AGNSW
- School Photos
- Year 9 Marine Studies – pool assessment

- Volleyball knockout
- Duke of Edinburgh training day and treks
- Debating – competition has begun
- Year 8 English and 9 Elective History to Jewish Museum
- Marine – resuscitation and emergency care
- Touch football knockout. Lost
- Year 11 and 12 Biomechanics excursion – Science
- Year 12 Biology to Museum of Human Disease – UNSW
- Year 10 Peer tutoring training
- Year 11 Advanced English – Othello
- Anzac Day assembly
- NAPLAN equity study
- Numeracy Day – Mathematics Faculty and other Key Learning Areas
- Year 12 English – Richard iii
- 2020 – Gifted and Talented parent/guardian information evening
- Year 11 Physics to UNSW
- AIME Program day for our Aboriginal students
- Year 11 Earth and Environment to Malabar Headland
- Year 12 Physics to UNSW
- NAPLAN
- Year 7 Half-Yearly exams – this week
- SRC students to Gonski Institute ‘What an ideal school looks like’
- Year 11 Biology to Centennial Park
- Year 11 and 12 Business Studies to IKEA
- AFL Gala day

Upcoming:

- Year 11 Physics to UNSW 23rd May
- North West Zone Cross Country – 24th May
- Year 9 Half-Yearly exams – 27th May begin
- Year 12 Physics to UNSW – 28th May
- Year 10 Experience UNSW Science Day – 29th May
- Year 12 HSC and Careers Expo – 30th May
- Reconciliation Week – Morning Tea – 30th May

- Sydney Symphony Orchestra Concert – 30th May
- Athletics Carnival 31st May
- Year 10 Half Yearly exams begin 3rd June
- Year 9 and 11 ESS Ritz Theatre – 4th June
- 2020 Gifted and Talented applications close – 5th June
- Sydney Symphony Orchestra Concert – 6th June
- Debating excursion vs Rose Bay – 6th June
- Year 8 Half Yearly exams begin 11th June
- NSW Arts Unit – RBHS vocal group to workshop – 13th June
- School Immunisation Program – visit two 14th June
- Gifted and Talented test – 15th June (Saturday)

Next P & C Tuesday 18th June



Treasurer's Monthly Report

Income & Expenditure Statement MAY 2019*

Income

Opening Balance from Mar 2019		\$32,781.66
P&C Membership fees	\$30.00	
BBQ Income (State Election)	\$1,878.55	
BBQ Income (Federal Election)	\$2,622.35	
	subtotal	\$4,530.90

Less Expenses

Admin - bank fees	-\$7.15	
Admin - domain name (email)	-\$66.78	
BBQ Expense (State Election)	-\$336.50	
BBQ Expense (State Election)	-\$587.90	
Book packs (Office Max invoice)	-\$4,904.37	
Funding - Maths Program	-\$1,000.00	
	subtotal	-\$6,902.70

Book Balance **\$30,409.86**

Bank Statement Reconciliation

Balance as per Bank Statement		
Unpresented deposits (P&C membership)		\$4.00
Less unpresented cheques/transfers		

* Information current as at 20MAY19 for P&C meeting Tuesday 21MAY19