



WEST PYMBLE PUBLIC SCHOOL

WEST PYMBLE P&C ASSOCIATION INCORPORATED

GENERAL MEETING MINUTES

Date	5 th September 2016
Attendees	Kim Brown, Eva Stokes Blake, Terri Farrugia, Bronwyn Wilson, Abby Denham -McQuillan, Danielle Harris, Wendela Flokstra -Mesues, Tim Heath, Amanda Scali, Catherine Perez –Mansill, Emma Smales
Apologies	Andrew Ridley & Gladys Wilkins, Paul Haynes

1. Open & Formal opening - Abby

Meeting Open at
7.30pm

President's report attached

2. Minutes of Last Meeting

Minutes accepted by all.

3. Principal's Report - Bronwyn

Discussion

Working Bee

- Thank you to everyone who participated in the working bee.
- It was amazing to see so many families 15 or so.
- Did a great job. School grounds looked amazing.
- House Points have been allocated.

Spring Showcase

- Thank you to the P&C and Emma for all effort towards organising Spring showcase.
- One grandmother said it was the best in 5 years.
- Spring Showcase was a big success.
- The variety of events throughout the day made it a special day.

LMBR – Finance System

- LMBR new finance system is on line.
- Three areas to system - student management, student wellbeing, & on line payments (not yet on line).
- Everything went smoothly.
- Online payments still has some work to get in operational in the near future.

Dance Sport

- This is the first year we have participated.
- Fantastic Program that teaches students skills in dance and, importantly, social skills.
- The students have been displaying poise and confidence.
- We have 5 dance couples competing this Wednesday.

Playground Upgrade

- Nothing heard from assets management as of yet about the playground upgrade.

- Bronwyn noted that Abby had sent a formal letter to follow up on approval, which Bronwyn has forwarded to Assets.
-

OOSH Survey Update

- 81 responses for the survey.
- Based on the survey responses Bronwyn has decided to stay with current OOSH management
- Good suggestions for improvements.

School Counsellor

- Kyra Thompson – new school councillor.
- She has is a psychologist
- Kyra is wonderful and pro-active.

Trial Drama Classes

- Good feedback about the Trial Drama classes. Will be starting term 4.

After school activities

- Something happening everyday afterschool now –
- Chris -Tennis skills “HOT SHOTS”. St Mathews smash program, ti kwon do, dance
- Chess competition season is now over.

Further Discussion/Actions

Playground Upgrade

- It was decided to wait to weekend to follow up again.
- Abby is happy to continue to chase up.
- It was noted that time pressures with grant money and organisation requires on-going follow up.

Action Items

Abby to check with Bronwyn on playground upgrade status and follow up with Assets if necessary

Person Responsible

Abby & Bronwyn

Date

12 September 2016

4. Band Report - Wendela

Bands are going from performance to performance.

Spring showcase.

- Band performed well

NSSWE

- The West Pymble Public School Performance Band and Concert Band are performing at the NSSWE (Northern Sydney Symphonic Wind Ensembles) Spring Music Festival in The Concourse Concert Hall in Chatswood on Sunday 10th September 2016 at 7pm
- With over 1000 students from schools across the northern Sydney region, taking part in 5 full length, non-competitive concerts, the NSSWE Spring Music Festival promises to be one of outstanding music.
- Great event good for parents to attend, especially training band members who will be performing in the event next year.
- Great performance space and a wonderful night

Baby Proms

- Baby Proms went well, such a great day for the audience and band members.

Training Band

- Training band doesn't have an official band co-ordinator.
- Need to ensure that training band has co-ordinator next year.
- Band committee to develop role description for training band co-ordinator outlining weekly requirements and events to coordinate through out year – band practice, band camp, spring showcase.
- Need advertise on website for next year as a P&C role
- Job sharing is fine.

Further Discussion/Actions

Training Band Co-ordinator role

- Develop volunteer role description
- Include on P&C website

Wahroonga Food and Wine Fair

- Concert band performance next term.
- Need to organise CoC for event

Action Items	Person Responsible	Date
Training Band Co-ordinator role description and advertisement on Website for next year	Band Committee	Ongoing
Wahroonga food and wine fair CoC -	Terri & Wendela	ASAP

5. Canteen Report – Danielle

Discussion

Summer menu – being worked on now. Items add to list:

- Breakfast – Toast with vegemite
- Dairy supplier also supplies yogurt – might be do-able for breakfast
- Recess and lunch also offer yogurt (2 flavours)
- Cheese stringers (amber item) lite cheese and crackers, or possibly baby bell – cheese (investigate costs etc from ALDI).
- Expand salad options to add interest and variety– ham salad, Cesar salad, nut free pesto pasta salad, hummus and balsamic dressing to mix it up. Hard boil eggs to salad.
- Yogurt Frogs are going... add Frozen grapes with toothpicks (or equivalent) to menu.
- Frozen meals – are now coming gluten free these will be included in next years winter menu
- Good well rounded menu (condensed ice-cream menu)

Menu Price increases

- Separate meeting will be arranged to discuss and finalise menu items and price increases that Danielle and Gladys has put together to be ready for beginning term 4.
- After clarifying Chrissy will do up new menu, to email to parents and display on website.

Pre- ordering Recess

- Pre ordered recess discussed,
- Parents have asked if we could pre-order recess & concern about the amount of time spent in line at canteen at recess
- Logistics still being investigated and ideas discussed
- It was suggested that once details and logistics were outlined, that canteen could trail it and see if it works
- It was noted that Canteen would need more baskets and more volunteers
- It was noted that students buying items at the canteen provides a fantastic opportunity to learn about money .

Further Discussion/Actions

Menu items

- Natural popcorn – Could we make it?
- Need to test it out.
- Would be better for health.
- Get Ken to bring machine from the P&C container to give it a try.

Summer menu items and price increases

- Additional meeting with P&C to discuss and finalise

Pre ordering Recess

- Link to curriculum, gives student an opportunity for learning about a “Real world problem”.
- Staff will mention this at staff meeting to kick start discussion about how to link to classroom activities.
- Develop and display a menu outside canteen, possibly with pictures help children decide.
- Canteen to continue investigations and outline process to conduct trial.

Action Items	Person Responsible	Date
Trial for recess - ongoing investigation	Canteen staff	Ongoing
Class learning – teachers to discuss at staff meeting opportunities for real world situated learning	Teaching staff	Ongoing
New menu- arrange meeting to finalise new menu items and price increases	Abby	ASAP
6. Fundraising Sub Committee – Abby & Eva		
Discussion		
<p>Comedy Night –</p> <ul style="list-style-type: none"> 16th September – still need to sell more tickets Push along email sent out to school Another email to be sent out to through class parents Put a deadline date for ticket sales next Sunday – Investigate need for Pop up sales in playground using iPads to link to Try sales ticket ordering <p>Fathers day – identity direct –</p> <ul style="list-style-type: none"> waiting for the report. <p>Sal shoes – Not for Profit</p> <ul style="list-style-type: none"> In UK Students leave their school shoes at the end of school year these are collected and donated to African children Idea to kick off at WPPS and send shoes to our to indigenous communities About being kind at Christmas All agreed that it was fantastic Idea for WPPS Eva will speak to JOSH Docking about it. <p>Extra fundraising ideas</p> <ul style="list-style-type: none"> The idea of introducing Card Art as Christmas fundraiser was discussed All agreed it was a good idea Will be raise at next staff meeting to see if it is doable Emma to send links to Card Art companies. <p>Chocolates</p> <ul style="list-style-type: none"> Chocolate fundraising was raised Easy fund raising idea Not decided if it was worth doing at this stage 		
Further discussion Actions		
<p>Comedy Night</p> <ul style="list-style-type: none"> Emails to parents to include Video link to comedians Set cut off date for sales Pop up ticket sales using iPads to access to Try Bookings <p>Card Art</p> <ul style="list-style-type: none"> Continue to investigate idea with schoolteachers and investigate Card Art Companies. 		
Action Items	Person Responsible	Date
Comedy night - Email for class parents to be distributed	Abby & Wendela	ASAP
Pop up ticket sales	Eva & Terri	Contingent on Ticket sales
Card Art mentioned at staff meeting, and ongoing investigation for Christmas fundraiser	Emma Smales and P&C	Ongoing

7. General Business

Discussion

Road Safety Forum

- Approval from Council to change bus stop into Bus zone on Wallalong ave (council approval letter attached)
- P&C are currently developing a Flyer about road safety at WPPS.

Chicken coop

- Not successful in grant to Lions Club
- Year 6 design will be built using donated materials and recycled materials from for example Kimbriki
- Amanda Scali can donate materials, just need to provide a list of materials needed to build. Can investigate materials on hand to donate from list.
- Discussion of making request for Donated materials from Bunnings
- Catherine Perez happy to help translating year 6 designs
- Men Shed to help with build
- Need to co-ordinate further actions with Mr Simpson

Environmental committee

- Terri has met with Mr Docking to discuss the development of School Environmental Management Plan (SEMP)
- Looking to develop a list of actions that can be linked to classroom student led projects.
- Josh Docking has mentioned initiative to teachers at staff meeting.

Positive behaviour for learning – explicit teaching time. Every Friday 20 minutes before lunch , all classes involved.

- Request to review toilet rules and hygiene
- Need review toilet rules and hygiene will communicated at next staff meeting for PBL

Further discussion/Actions

Chicken Coop

- Meet with Mr Simpson to coordinate actions for chicken coop design, sourcing materials and build.

Action Items	Person Responsible	Date
Road safety WPPS document	Terri	Ongoing
Meeting with Mr Simpson re chicken coop		

Meeting Close: 9pm

Next Meeting Date 24th October 2016

West Pymble Public School P&C Association

President's Report

General Meeting: 5 September 2016

Prepared by Abigail Denham-McQuillen

This report will be full of thankyou's!

The Working Bee was a huge success, and the school grounds look great. A special mention needs to go to Vlad and Simon O'Donnell – your help was amazing! And Anita Naudet – you are the best bin-jumper we know!

Spring Showcase 2016 was also another great success, and there are many people that need special thanks!

- To our bakers – your cakes were so popular, and sold like hotcakes (pardon the pun!)
- To Eva & Terri – your menu planning for the breakfast & shopping was brilliant, thankyou!
- To Gladys – thankyou for having all of the finances and admin raring to go!
- To Ursula – you arranged the best volunteer roster, it was perfect!
- To all of the volunteers – thankyou for taking time out of your day to help!
- To our BBQ Crew, under the smiley advice of Jenny Eka – thankyou for making the Dad's Brekky such a warm and inviting occasion.
- To Ken – thankyou for helping sort out all of the logistics and being a general good-guy!
- The Cupcakes & Sushi raised over \$1200 profit, and the Tech Wishing Tree raised over \$350 (special thanks to our Tech Tree Team for looking after the stand & encouraging donors to donate!)

Comedy Night on 16th September – buy your tickets & enjoy a fun night out!

- This is a really great night out, and a fabulous way to spend with family, friends, neighbours. All are welcome and all of the profits go back to the school. The 2015 event was a hit and everyone who went loved it. It's an easy night out, and very affordable – at only \$35/ticket (and you can BYO all food and drinks), it's a bargain!
- burbs – all adults are welcome to attend, so share the news with your friends, family & neighbours. Who knew raising money could be so funny!

A friendly reminder that we'll be looking for new P&C members to join the committee for 2017 – so if you're interested, please let us know! It's a great way to help the school...and a little bit of time does go a long way. Before we know it the kids will be in high school & they won't want us to hang around at school...so best get involved now! ;)

All events are updated on the P&C website & facebook page & remember to check out the blog on <http://www.wppspnc.com.au> as a way to record key events and activities.

Cheers

Abby (West Pymble Public School P&C President, 2015-2016)



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818 Pacific Highway, Gordon NSW 2072

Locked Bag 1006 Gordon NSW 2072

T 02 9424 0000 **F** 02 9424 0001

DX 8703 Gordon **TTY** 133 677

E kmc@kmc.nsw.gov.au

W www.kmc.nsw.gov.au

ABN 86 408 856 411



cc: Terri Sinclair
Miriam Methve

Contact: Traffic Section

~~Handwritten signature~~

Reference: TM7/08 / 2016/210004

3 August 2016

9 AUG 2016



Principle Ms Bronwyn Wilson
West Pymble Public School
11 Apollo Ave
WEST PYMBLE NSW 2073

Dear Ms Wilson

APPROVED TRAFFIC FACILITIES IN WALLALONG CRESCENT, WEST PYMBLE

I refer to your representation to Council regarding the parking situation on Wallalong Crescent, West Pymble. You claim that parents are parking illegally in the bus zone.

The matter has been investigated and in a report for Determination of Traffic Facility the following recommendations were approved by Council's Director Operations under his Delegated Authority on 1 August 2016:

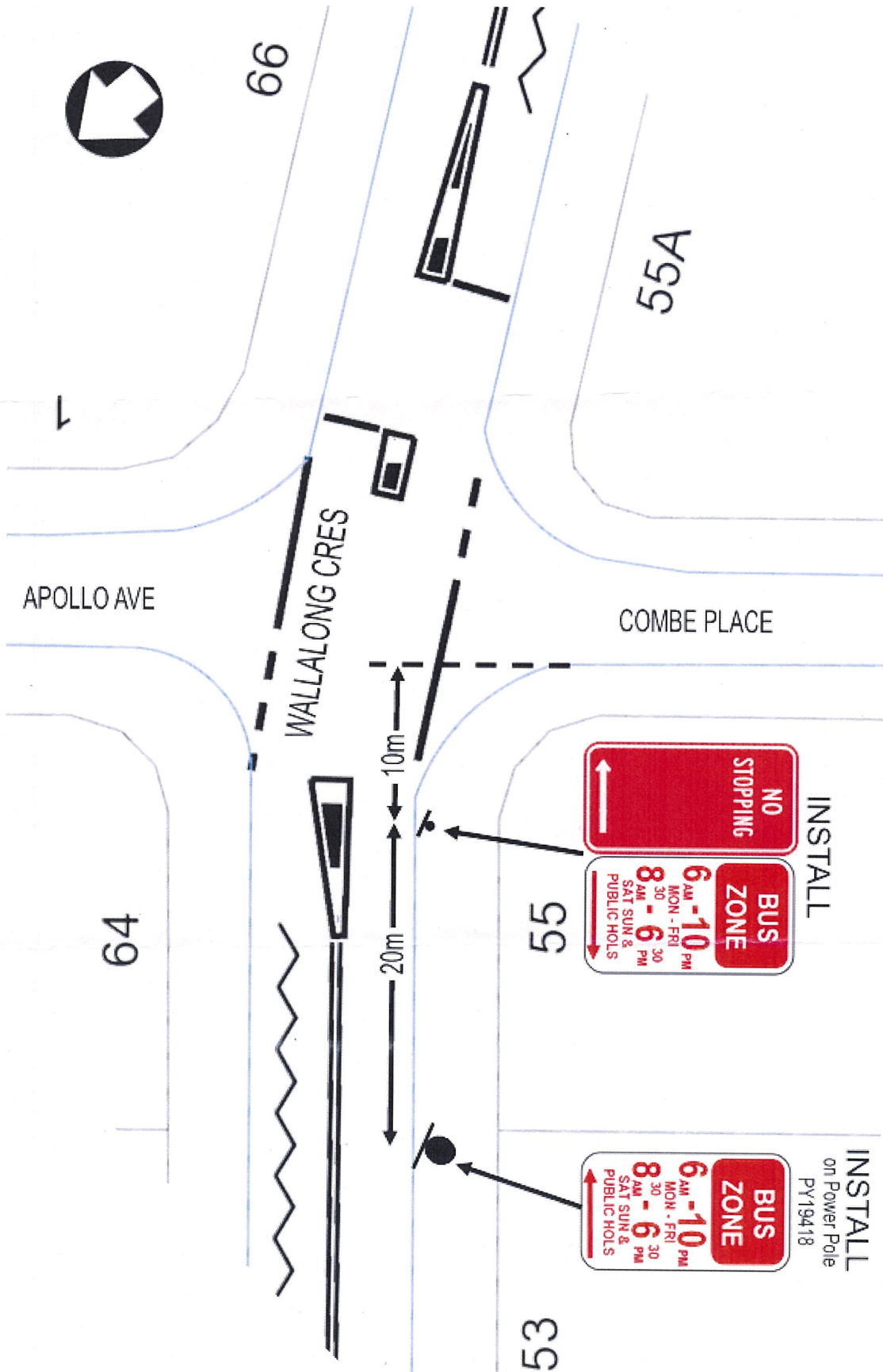
- A. That the bus stop at Nos. 53 and 55 Wallalong Crescent, West Pymble, be replaced by a part-time Bus Zone, operating from 6am to 10pm Mondays to Fridays and from 8:30am to 6:30pm on Saturdays, Sundays and public holidays, as shown in Plan No. Wallalong/TDA/65/15.
- B. That Ms Bronwyn Wilson, Principal, West Pymble Public School, and Council's Team Leader Compliance, be informed of Council's decision.

Attached is Plan No. Wallalong/TDA/65/15, showing the approved traffic arrangements in Wallalong Crescent, West Pymble. The approved traffic facilities will be installed by Council in the coming weeks.

Yours faithfully

Deva Thevaraja
Manager Traffic and Transport

A4



WALLALONG CRES, WEST PYMBLE
Proposed Bus Zone at No. 55

PLAN N°: Wallalong/TDA/65/16

REVISION	DATE	AMENDMENTS	INITIALS	Scale:
				Designed: NTS
				Drawn: DGK
				Datum: DGK
				Date: 22/6/16

