



Minutes of General Meeting

Date:	10 May 2022
Time:	7:30pm
Location:	https://au01web.zoom.us/j/7819670881
Chair:	Christy Moses
Attendees:	Simon Rainbow, Andrew Marshall, Adrienne Bruce, Tony Watson, Tony Watson, Catherine Wyles, Belinda Jarvis, , Melanie Ross, Tamara Lindsay, Julie Hill, Zoe Howard, Susie Sutcliffe, Robyn Waddell
Apologies:	Christie Smyth

Matters arising from previous minutes: None

The minutes of the previous meeting held on 15 March 2022 to be accepted as a true and proper record

Moved: Christy Moses

Seconded: Simon Rainbow

Agenda Items:

Item	Discussion
1. Correspondence	1.1. Correspondence In 1.1.1. 1.2. Correspondence Out 1.2.1.
2. Treasurer	2.1. Report: Simon Rainbow <ul style="list-style-type: none">- Accounts have no significant change since last update.- Few delays in payments for canteen and uniform shop, however these are being addressed to avoid any delays on stock deliveries- Still waiting on Adrienne to advise when previously agreed \$15k donation to school should be paid

<p>3. Events</p>	<p>3.1. Report: Belinda Jarvis</p> <ul style="list-style-type: none"> - Mother's Day stall was a success, total 260 gifts sold which more than covered costs - Calendar of events sent out to parents in previous month - Major fundraiser work underway. Kick off meeting scheduled with core events team. Requests for further held will be sent out at a later date. - Focus on donations from local businesses for event, any parents with business or contacts that may be able to donate goods for auctioning please speak to Belinda. - It was decided that last year's year 6 parents will also be invited to the fund raiser due to covid last year
<p>4. Canteen</p>	<p>4.1. Report: Christie Moses</p> <ul style="list-style-type: none"> - Volunteering remains strong with good parent engagement - SRC will be engaged to help decide on what fortnightly special for the canteen will be - New initiative coming up "eat fresh & win". Encouraging kids to eat healthy and collect rewards for doing so - Some small seasonal menu changes due to seasonality of produce, supply chain issues or cot taking place - Adrienne to speak to Cori re malfunctioning oven and have department contractors look at it
<p>5. Uniform Shop</p>	<p>5.1. Report: Melanie Ross</p> <ul style="list-style-type: none"> - 2 new volunteers helping in the shop, this will help reduce order turnaround times - Plenty of 2nd hand items available in the shop should parents/students be looking for extra items
<p>6. Music</p>	<p>6.1. Report: Kelly Bilton</p> <p>6.2. Update on Financials incl Unpaid fees</p> <ul style="list-style-type: none"> - All fees as at date of meeting have now been paid <p>6.3. Update on Program</p> <ul style="list-style-type: none"> - As expected at this stage of the year we are ahead on funding, which will balance out further through the year - Any volunteers that would be able to help with band on Thursday's morning please speak to Kelly <p>6.4. Fundraising</p> <p>6.4.1. Election BBQ</p> <ul style="list-style-type: none"> - @simon to organise money raised at election day BBQ to be quarantined for future use by band program - @andrew to look at ability to get a Square terminal to allow electronic payments for election day BBQ and future events. We also have uniform shop terminal <p>6.4.2. Entertainment Books</p> <ul style="list-style-type: none"> - Entertainment books are being organised for Band fundraising. These books are now electronic so making processes of selling and distributing them easier. Details to parents on these to go out soon. <p>6.4.3. Fundraising for Band Camp</p> <ul style="list-style-type: none"> - Agreed as a group that no specific fundraising would be undertaken to help subsidise cost of band camp. Due the narrow scope of students involved and that this is an optional camp, it was agreed P & C would not support fundraising for this. <p>6.5. Tender for 2023 Outsource</p> <ul style="list-style-type: none"> - Tender process for program in 2023 about to commence, Any parents with experience running a tender process of any sort

	<p>please speak to Kelly as your help and advice would be greatly appreciated.</p>
7. Principal	<p>7.1. Report: Adrienne Bruce</p> <ul style="list-style-type: none"> - Please see attached Principles Report
8. Assistant Principal	<p>8.1. Assistant Principals</p> <ul style="list-style-type: none"> - Please see attached Principles Report
9. General Business	<p>9.1. Major funding Project ideas 2022/2023</p> <ul style="list-style-type: none"> - Adrienne provided some items that P & C may consider funding for the school and approximate costings - Library Upgrade <ul style="list-style-type: none"> \$40k furniture & Shelving \$53k replacing computers - \$10k k/2 asphalt resurface - \$12k new external signage - \$25k outdoor kitchen area and shed - P & C attendees suggested some other ideas <ul style="list-style-type: none"> Path to Classrooms from front gate – paving <p>No decision made on what exactly P & C will support</p> <p>9.2. Funding Targets & Goals and Transparency of these to Parents</p> <ul style="list-style-type: none"> - Once decided on items for major funding this will be communicated to parents
10. Close	<p>Next Meeting – Tuesday 14 June 2022</p>

Principal Report 10 May 2022

Thank you:

- \$15 000 SLSO funding support
- Mother's Day Belinda & her team of parent helpers for coordinating a wonderful Mother's Day stall. The gifts were varied and catered for the needs & interests of many mothers, grandmothers & carers.

School Operations Update

- We welcome the return of parents back into school. Reminder that parents and volunteers directly interacting with students need to be double vaccinated.
- Band performances – CAPA Captains to assist with Live @ Ted's Shed. More have been scheduled for Monday lunch times, band & ensemble performances will occur in Weeks 4 string Orchestra, 6 Crescendo/ concert & 10 guitar ensemble.
- Bands / ensembles will perform at the Instrumental Festival. Date TBC.
- Concert Band will have the opportunity to work & perform with the Hot Potato Band on Monday 23 May. Incursion permission notes will be sent out via the School App.
- Thank you to all families how have paid Term One Band Accounts.

School Band Financial Report - Term 1

Posting date	Item Text		Funds Received	Fund Consumed
26.04.2022	School Band Student Fees	School Band	(23,294.95)	
24.02.2022	Donation to Band Program	School Band	(16,000.00)	
25.02.2022	Band Salaries Term 1 to 14.04.2022	School Band		8,842.39
17.02.2022	Term 1 Sheet Music and headphone hire	School Band		988.85
03.03.2022	Admin - Band Program Wks 1-5	School Band		3,600.00
14.03.2022	Music Books for Band Program	School Band		587.27
04.04.2022	Misc Instrument Accessories	School Band		296.87
04.04.2022	Assorted Music Books	School Band		961.64
05.04.2022	Repair of Clarinet Thumb Rest	School Band		60.00
05.04.2022	Repair of Jupiter Flute	School Band		145.45
06.04.2022	Band Program Admin T1 weeks 6-11	School Band		2,160.00
08.04.2022	Clarinet hire	School Band		197.27
08.04.2022	Annual Instrument Hire	School Band		2,220.00
	Cost of Admin - 1 x day per term - \$452.07			452.07
			(39,294.95)	\$20,211.51

BALANCE AS AT 03.05.2022 \$18,783.44

Community Partnerships

- Reading K-2 Workshop
- Maths Workshop – Multiplicative Thinking Strategies
- Parent Reading Tutors – trained in Pause Prompt & Praise
- Cross Country – strong attendance
- Working Bee – Kitchen Garden & THPS history unearthed Plaque for the first dux and stone mollusc. Thank you to Adam Perry & Stuart Bruce for coordinating & to all parents, children & staff for attending.
- School Crossing Supervisor has commenced. Kiss & Drop areas are being investigated due to safety concerns about vehicles stopping in No Standing & No Stopping Areas.
- Federal Election Day 21 May - P&C Band Committee organising BBQ, Stage 3 Cake Stall
- Grandparents/friends Day Tuesday 24 May–
 - Donate a book to the library / purchase a book
 - Performances from Concert & Senior & Junior dance groups
 - Open classrooms
 - Morning Tea

2023 Kindergarten Information morning – Wednesday 25 May

- Performances by KB & 1/KW
- Soloists
- Dance Group NB: Dances are auditioning to be included in Sydney North dance festival this week.
- School Leaders showing prospective parents around

Term 2 Student Accounts will be emailed to families on Wednesday

Every year the school, in conjunction with the Finance Committee, sets a schedule of costs for students attending the school. These costs provide for a range of extras not covered by the funding allocation, which comes from the Department of Education. The school does not carry a great deal of surplus funds and cannot afford to subsidise non-payment for:

- school incursions – Life Education or upcoming Music Hot Potato Band
- online programs – Mathletics
- parental communication platform – Seesaw.

School funds are used to upgrade literacy & numeracy resources, Chromebooks, iPads and classroom interactive boards and playground facilities

Internal Playground Upgrade

A significant amount of school \$80 000, P&C (\$40 000) and Dept of Education (\$180 000) funds are being used to:

- To create open and passive play spaces
- To improve circulation and ease of orientation throughout the site
- To create different and distinctive spaces for various age groups
- To design spaces for outdoor learning
- To improve shade for students and teachers.

In 2021 SRC members and teachers shared their thoughts about what the internal playground should look like. Their thoughts and ideas formed the basis of the design brief. Students requested distinctive zones to include:

- Dry River Creek bed for all students
- Open Play Area
- Native Gardens & Memorial Plaque
- Timber and nature play for younger students
- Gym and active area for older students
- Natural elements – deco granite, natural rock, native plants and trees

The concept designs are being tendered and I will continue to update the school community of building works timeline.

9 Landscape Master Plan



LANDFX
LANDSCAPE ARCHITECTURE

Project / **TERREY HILLS PUBLIC SCHOOL PLAYGROUND UPGRADES**
LANDSCAPE DESIGN



Prepared By / Landfx Landscape Architecture
Client / NSW Department of Education
Architect / N/A
Date / 06 May 2022
Scale / As Shown
Issue / C

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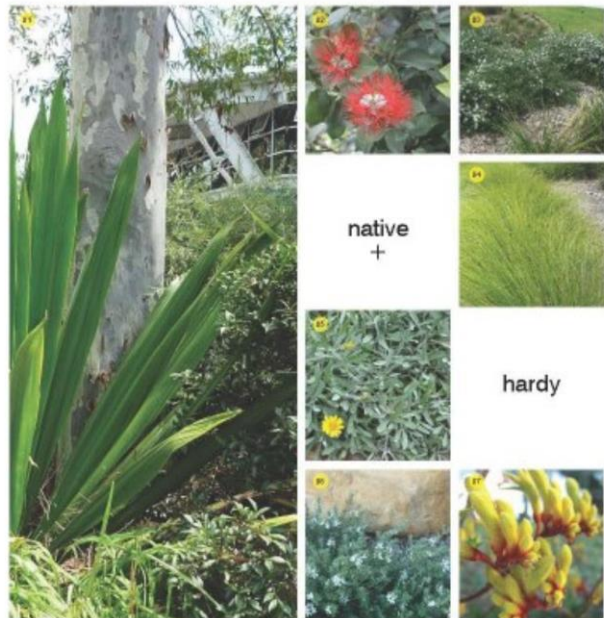
16 Indicative Planting Palette

Planting Character

Low maintenance planting clearly defined garden beds and areas are proposed. Planting will be functional but also create an effective aesthetical outcome. Feature plantings will reinforce the local character and bring rich texture and diversity to garden beds adjacent paths and common spaces.

Legend

- 01 Native trees
- 02 Shrubs and Accents
- 03 Groundcovers
- 04 Grasses and Rushes
- 05 Groundcovers
- 06 Shade tolerant species
- 07 Shrubs and Accents



LANDFX
LANDSCAPE ARCHITECTURE

Project / **TERREY HILLS PUBLIC SCHOOL PLAYGROUND UPGRADES**
LANDSCAPE DESIGN

North

Prepared By / Landfx Landscape Architecture
Client / NSW Department of Education
Architect / N/A
Date / 06 May 2022
Scale / As Shown
Issue / C

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Legend

- 01 Precedent image: Natural rock of various sizes
- 02 Garden mulch
- 03 Concrete
- 04 Deco granite
- 05 Small pebbles
- 06 Varying sizes of rocks
- 07 Sandstone



Professional Learning Update – AP Julie Hill Report



This term staff are continuing our strong focus on quality professional development in the key areas of literacy, numeracy and student wellbeing.

Our Staff Development Day focused on using Check In Assessment data to analyse trends from the past two years. Each staff member was allocated a specific area of focus and will be then presenting this information to the staff to determine strengths and areas of development.

Staff have also been involved in professional learning in vocabulary development to enhance student reading and writing. Teams are undertaking a mini research project to plan, deliver and evaluate a series of vocabulary lessons in their classrooms.

In upcoming professional development session, staff will be presenting their lessons and sharing work samples and resources.

Catherine Wyles, Angela Beifeld and Jo Cooper have undertaken additional training in the areas of multiplicative thinking and additive strategies for Mathematics. They will continue to present key takeaways from these sessions to the staff during professional learning sessions.

Kate Walker will be presenting a session on comprehension strategies using the evidenced based research from the Effective Reading Guide K-2 and Improving Reading Comprehension Guide 3-8. This will conclude the previous professional learning sessions that the literacy team have run since the beginning of this year on areas including phonics, phonological awareness, fluency and vocabulary.

To conclude our professional learning timeline for this term Catherine Wyles will be delivering two sessions on Trauma Informed Practice. This is a strengths-based framework which is founded on five core principles: safety, trustworthiness, choice, collaboration and empowerment as well as respect for diversity.

AP Tony Watson Report

Practicum teacher experience:

- Acknowledge efforts and contributions of the 4 x Term 1 Practicum students.
- Announce Term 2 Practicum students on 2/1 H and 4 W.

SRC Engagement:

- Establish Vegetation / Fruit Scraps bins being distributed to all classes, their purpose and the SRC responsibilities to deposit fruit scraps to the Vege Garden Green Bin. Thank Cathy Macnamara for her continued enthusiasm, guidance and support in the program.
- Grandparent's book selection – SRC members will have the opportunity to select books from the display at a suitable time from Danielle Wilson (Librarian). These books will become suggestions for guests to consider donating to the school on Tuesday, Week 5.
- SRC Taste testing – The canteen will be considering a range of new foods to be added to its menu. SRC members will have the opportunity to sample the food and put forward their suggestions as to whether it should be added to the menu or not. Date to be confirmed.

Sport:

- Term 1 – Season considered a wash out due to the small number of rounds played from ground closures.
- Term 2 – Sharing sports available and options for students remaining at school. Emphasis on skill development and opportunities to develop team strategies. Soccer / Netball / AFL / Basketball options available based on numbers.

Terrey Hills Public School Upgrades

Since 2019 – 2021 DoE Program Maintenance Works funds have been used to:

- Resurface basketball court
- Repaint entire school internally & externally
- Replace external sliding doors in G Block
- Recarpeting of 4 classrooms
- Upgrade of heaters in A, G & T
- Solar Panel upgrade
- After school care roof replaced

*Administration Block downstairs, G & T Block classrooms will be recarpeted during 2022 Term 2 holidays

DoE Major Capital Works Project

Upgrade of all power boards -

DoE Metro Funds of \$180 000 combined with school \$80 000 + P&C \$40 000 to upgrade internal playground
COVID-19 Funds – Employed an additional teacher 1 day a week to support students learning \$26 500

School funds

- Revitalise all classrooms to enable flexibility of learning – write on tables - \$55 000
- Creation of Billabong Room
- 2020 – Enrichment Teacher 1 day – Critical & creative thinking
- 2021 Kitchen Garden Teacher 1/2 day - \$12 000
- Prowise Boards & data point up grades - \$36 000
- Teaching & Learning Resources & Professional Learning – Maths & Literacy \$19 000
- Installation of 4 AC units \$46 000
- Classroom teacher - \$88 000. DoE staffing entitlement is for 8 staff.
- 3 days Assistant Principal Curriculum Leader - \$60 000. Catherine Wyles *This position will be funded by the DoE in 2023.
- DoE COVID IL & Literacy Numeracy funds are being used to employ Catherine Wyles for 2 days to work in classrooms with students & teachers.
- Cost for installing 4 AC units increased by \$16 000 - total cost is \$46 000.
- This year we are employing Nat Morisson & Lachy Coleman as our SLSOs 5 days a week to support students with mini/multi-lit reading fluencies and social skills.

Total – School Funds \$469 000

Proposed Upgrading of School Projects

Library Project – Estimate \$120 000

2022 –Completed

- Replace existing cork display boards – \$11 000
- Upgrade rotating shelving – 6 x \$400

2023 Renovation BFX Quote = \$40000

- Gut computer pods &
- Upgrade wall shelving
- Relocate returns counter
- Box Trolley – 4 x \$500
- Lounge Seating - \$6000
- Adjustable Tables & ottomans
- Cupboards
- Signage on stairs - \$ 1200
- Compactors in teachers resource room – TBA

Technology - Library

- 17-inch HP Lap Top – 33 x \$1600 = **\$52 800**
- Charging Stations – 2 x \$490 = \$980
- Remove and relocate data points & cabling.

Other Projects

- Resurface K-2 asphalt area **\$10 000 – EDU Markings**
- Rejuvenate playground line markings - **\$27 000 – EDU Markings**
- Electronic School Signage - **\$12 000**
- Expand Kitchen Garden program – outdoor bench & sink, BBQ & sturdier shed - **\$25 000**