

Informal Minutes of Kegworth P&C Meeting, 20th May 2020

1. **IN ATTENDANCE:** Karen Laing, Jennifer Vincent, Tessa Morrison, Dustin Blagg, Sara Padgett Kjaersgaard, Anna Curtis, Stephen Reid, Ammara Khokhar, Marnie Rickards, Lisa Bassett, Laura Wilson, Leon Berkelmans

2. **APOLOGIES:** Hilary O'Dwyer,

3. **MINUTES OF PREVIOUS MEETING:**

4. Guest Appearance

- N/A

5. STANDING ITEMS

5.1 PRINCIPAL: (see also Principal's report attachment)

- Been a ridiculous time over the last two months and wishes to thank the P&C and in particular the parent community in these trying times
- Recognition on the response of all the school staff for their professionalism and efforts to meet all of the kids' learning needs in the best way
 - Huge teamwork effort and the skills developed in a short time
- Thanks to the parents for all the good messages, treats and the coffee tab the parents supported
 - Plus all the frequent check-ins
 - Congrats on all the efforts by parents to support the school from home
- Guidelines for the kids return to school
 - Schools are the safest place to be
 - Parents and carers not allowed on site
 - Social distancing has been relaxed for students, but is still enforced for all adults on site
 - Reviewing options on staggered breaks
 - Meetings still to be held virtually
 - Anxiety being felt by staff about going back due to
 - Drop offs still to be continued view Kegworth St
 - Finishing times to be staggered and different exit points to reduce the social distancing issues
 - Cleaning to be continued - official cleaner effectively 10 hour shifts
 - Full cleaning at the beginning and close of each day
 - Each bathrooms cleaned at the end of each break
 - Wiping down of all touch areas including the playground equipment - the spider web is still closed
 - Packs of supplies have been delivered by the Dept of Edu
 - Soap and sanitiser cleaning processes being enforced with the kids at all times
- Canteen will be open from next week
 - Online orders only, no over the counter sales
 - Orders before 8:45am
- School uniform shop will be opened up online through Skoolbag for now
 - Deliveries given to kids when they come in
 - Safety concerns for Lucy? No other people using that space other than Lucy
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- Library will be open again
- Non-contact sporting activities are allowed to commence
- Contractors and local members of parliament allowed on site

- Can't start
 - Music ensembles at this stage - includes tutors
 - No school assemblies
 - No incursions/excursions
 - Inter School activities
 - No external providers allowed on site at all
 - In school activities that require volunteers / parents
 - No ethics or RE
 - School bubblers are out of bounds - kids to bring water bottles
- Have received some feedback from some parents about why they aren't allowed on site
 - Response was that Belinda and the staff are to protect the safety of the entire site for health and safety
- Will be a semester 1 report coming out - will be more simplified model
 - Some assessment of the kids once they come to school to determine their current levels
 - Online submissions cannot be used during
 - Week 6 of term 3 for the reports to go out
 - Aiming for week 1 of term 3 as the initial guideline is
- Property works are commencing
 - Grounds work done - ripping up the asphalt in the entrance area to smooth it out
 - First week of holidays
 - Change the config of the garden beds in the front of the school to allow vehicles through
 - Painting being done - cottage at Team Kids internally, staff room soon and the assembly
 - Roofing being fixed
 - Pre-school getting a new roof
 - Team Kids roof being done as well
 - Flooring of the majority of the classroom being done, wet areas and stairwells too, and link ways
 - Will happen during first week of the holidays
- Interactive whiteboards - 9 have had to be replaced
 - 2 sets of laptops also been purchased for mobile learning and within the classrooms
 - Teachers are wiping down the computers after each use
- Teacher vacancy - was going into merit selection and is filled
 - Courtney Levine - to start at the beginning of next year
 - No one loses a position for 2020
- Parking - to address the concerns around double parking and lateness of kiss and drop, P&C to send comms to suggest alternatives
 - Addresses the concerns of both safety and the reintroduction of parking inspectors
 - Encourage active transport instead of dropping off
- Additional funds left in the teachers' coffee fund, additional cards to be issued for the staff in thanks for all their efforts

5.2 TREASURER:

- Band & string fees are waived for term 2
 - Hasn't been communicated as yet to the school population
 - Hire fees on instruments may be waived - student accounts won't be going out
 - Hold over to term 3
- Pre-school fees - question around what this means for term 2 and ongoing
- Comms to go out on how the school is supporting financially impacted families during this time

5.3 INFRASTRUCTURE AND MAINTENANCE:

- Senior Playground - Design workshop was paused end of Feb
 - Won't be going forward this year
 - Will restart in 2021

5.4 FUNDRAISING AND GRANTS:

- Mother's day stall went ahead
 - Lost money - \$160
 - Was well received given the circumstances
- FARE - the sponsor Raine & Horne has paid in full
 - Working on how to secure funds for next year for the FARE and get an outcome for them this year
 - Agreement that the FARE won't be happening this year
- Funding for digital technology
 - For now we should be ok but should keep in mind for future requests and needs
- No other onsite fundraising nor any other P&C organised
- Shift to possible donation drive on targeted objectives (e.g. replacing interactive whiteboards)

- Grants
 - Follow up with Jen and Belinda about the Solar School grant
 - Community Building Partnership - applications open and close on June 16th
 - Jennifer's recommendation is not to go ahead this year
 - Belinda's suggestion is to push for lighting (replace fluorescent lights to LEDs)
 - Others considered but required teachers' support

5.5 UNIFORM ROOM:

- N/A

5.6 MUSIC SUB-COMMITTEE:

- Everything is on hiatus for term 2
 - Tutors working online with the students
- Request for an instrument to be serviced
 - Suggestion to parent was to get in serviced and the school reimburse them - reduce the handling of the instrument
- Question on how engaged tutors are with the students - at this stage not clear on how many students are continuing with lessons
 - Ali to check in with the tutors

5.7 SPORTS SUB-COMMITTEE:

- On hold at the moment

5.8 ENVIRONMENT & SUSTAINABILITY SUB-COMMITTEE:

- Dishwasher is still in the P&C shed
 - Contractors being approached to install
 - Significant work required to meet standards

5.9 SAFETY AND TRAFFIC MANAGEMENT:

- N/A

6. ACTIONS FROM PREVIOUS MEETING

Status

6.1 P&C Executive Succession Planning - Standing item

- Will communicate to school community and determine best path to drive interest

6.2 Clarifying P&C's role within community

- Karen shelved it for now
 - Comms to go out to re-engage

6.3 Grants for 2020 Update

- No major updates - no clear prospects outside the Community Building

	Partnership fund for the Solar my School grant <ul style="list-style-type: none"> • See also Fundraising and Grants above
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7. NEW BUSINESS	Status
7.1 Recognition & Thanks to the Kegworth Teachers and staff	<ul style="list-style-type: none"> • .Jennifer gave thanks to the entire school staff for their outstanding efforts to support both the kids and the parents in

8. OTHER BUSINESS

Meeting ended