



# Hunter School of the Performing Arts Minutes

**Date** Monday 5<sup>th</sup> August 2019

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**Time** 7.04pm

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**Location** HSPA Staff Room

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**Presentation:** Michelle Maher—Head Teacher PDHPE & Student Leadership. Summary attached.

## **Attendance**

Julie Hoey, David Donnelly, Jo Gray, Dee Morison, Emma Walker-Coon, Fiona Hanson, Malini Stephen, Mardi Ryan, Harriet Ferguson, Marcus Neale, Belinda Epstein, Hayley Rousell, Lisa Griffin, Natalie Allan.

## **Apologies**

Guy Pitkin, Amanda Linstrom, Liz Edmonds, Felicity Ferguson-Tate, Lee-Anne Baxter

## **Minutes of previous meeting**

Motion: To accept the Minutes of the meeting held on 1st July as an accurate record.

Moved: Dee

Seconded: Fiona

VOTED

## **Business arising from previous minutes**

Mobile Phone issue – to go on a rolling list of items for discussion

HSC Scaling –rolling list

National Excellence in Teaching Award nomination—ongoing

Follow-up on P&C Survey and discussion\*

## **Correspondence**

P&C Membership, and Insurance – Dee has taken care of this

## **Reports**

### ***President's Report/Comments***

Thanks to Marcus / moving to Warners Bay High

David presented briefly to staff meeting today to foster P&C relationship

Guy Pitkin—is on the panel for the Primary Assistant Principal interviews

- Principal's Report—attached
- Treasurer's Report—attached
- Canteen Subcommittee Report—attached
- Primary Subcommittee Report—Minutes attached
- Music Subcommittee Report—attached

## **General business**

Intersection of Australia Road and Lambton Road – pedestrian dangers (Mardi Ryan)

Mardi:

Increasing numbers of students from the train are crossing at the lights at Hungry Jacks and walking along on the other side of the road. There are many near misses of students crossing Australia Road at its intersection with Lambton road. Many cars turning right from Lambton Road into Australia Road do U-turns, but the occasional car will whiz through into Australia Road.

Lisa wrote to Tim Crackenthorp last year: they cut down the trees

KFC Drive through will just add to the complexity of the traffic

Could students do the research—count students crossing road; count U-turns; count cars going through. Morning and afternoon to collect data.

Mardi will email Jo with a request/proposal

Meeting closed: 8.39

Upcoming meetings:

Monday 2<sup>nd</sup> September

Monday 4<sup>th</sup> November

## **Michelle Maher presentation**

### **STUDENT LEADERSHIP**

Building global citizens – this school is an ideal place to do this

Launching a program with students later this year: HIGH RESOLVES

Our students have strong sense of social justice

Inner circle: Family & friends; next: My community; last: Bigger world – want our students to have the confidence to make change in the global community

High Resolves – vision statement ... create a more inclusive, just and optimistic world

HSPA Student Leadership Structure

Staff help students develop the skills to move from great ideas to planning and implementing change

There are a lot of hidden leaders, who may not have yet recognised their leadership potential

Looking for different types of leaders, not just the out-going, up-front people

A variety of portfolios the student leaders can align with, to make use of their interests and talents e.g. Minister for Welfare, Minister for Sport & Rec

Change Ahead:

Most SRC's and leadership groups work on fundraising, but there needs to be a meaning; don't have to put hands in pocket to raise awareness and make a change. Take ownership of an issue, to raise awareness.

Mastery: requires – peak experience to see the problem; repeated practice; real-world application

The One-Minute Video (Videos for Change): students learn about an issue and create a powerful video

Integration with academic learning

Rolling out to Stage 4 and 5 this year via workshops

Resonates with PDHPE, especially the new syllabus, and also with HSIE, especially social justice

Lots of 21<sup>st</sup> century learning skills

2020 School Captain nominations/selection process is about to begin.

2020 Secondary Leadership Teams – nominations in Term 4

### **PDHPE**

Year 7 & 9 – implementing new syllabus now

Year 8 & 10 – implementing in 2020

Stage 6 – new syllabus consultation begins – to be called Health & Movement Sciences – more of a research base – more opportunity for student-directed learning, and to specialise in the topics they're more interested in.

### ***Principal's Report***

In just two weeks back from holidays, a lot has happened:

- Year 12 show at Lizottes
- Primary solos concert
- Two more staff positions: Primary Assistant Principal, Primary Music specialist—permission to advertise has been granted
- Year 12 holiday workshops—formalised timetable for students to come in during the holidays and prepare for Trials and working on projects. A huge thanks to the teachers who make this possible.
- Music fundraiser—Wine & Cheese night
- NAIDOC assembly last week – fantastic job
- Open Girls soccer got to State semi-finals against Wooloware
- Debating Team—made it to the state semi-finals against Smith Hills High School
- MIK Award
- Festival of Instrumental Music—the Primary Recorder ensemble performed at the Sydney Opera House
- Year 10 Taster lessons for Year 11 subject selection—last week (three days) + interviews and information evening
- Year 7 & 8 information evening for elective subject selections
- Hunter Dance Festival—every night last week. HSPA had a number of ensembles in that. A teacher from another school commented approvingly on HSPA's "modest attire and lack of sexual moves."
- Chinese Exchange Students—thanks to families who make this possible. Emma comment on the students improved confidence in ordering at Canteen between Monday to Friday
- Year 9 Drama workshops
- Year 10 solos concert / assessments
- Beanies for Brain Cancer—run by the primary students, for the whole school
- Cassie O'Brien, who ran the Focus on Reading workshops, is applying for Highly Accomplished accreditation. As part of the application process, she was observed last week, after which it was recommended that she apply for Lead Teacher accreditation (the next level up). This is unheard of, and a reflection of what an amazing teacher she is.
- Pirates of Penzance—not a school show, but several HSPA people in it
- Staff development—started the term with a wellbeing program: "Be You" (new version of Mind Matters); today working on school plan: explicit teaching, high expectations, differentiation
- Marcus—Congratulations on his appointment to Warners Bay High School. He has done so much good for this school—has set up some great systems so they will survive after his departure—thank you, Marcus
- Hall—corrections are nearly finished, but a few other areas needing work
- Janine Hardy—retiring—tomorrow is the last day. Welfare and Careers.
- Deanna Longobardi—appointed to Careers over the holidays (from Newcastle High)—has been working with us and transitioned with Janine
- Ebony Rowe—new language teacher appointed—starting next term (Losing Lina, who was on secondment)

### **Treasurer's Report**

Incorporation issue—Lynne is staying as the ATO contact point until that is resolved  
P&C Membership is renewed; insurances have been renewed  
P&C Funds available for use include \$2,000 grant for equipment

## **Balance Sheet**

Hunter School of Performing Arts P & C

As at 31 July 2019

<b>Account</b>	<b>31 Jul 2019</b>
<b>Assets</b>	
<b>Bank</b>	
WESTPAC Music Savings Acc	18,653.45
WESTPAC Music Transaction Acc	3,474.27
WESTPAC P&C Savings Acc	16,096.43
WESTPAC P&C Transactions Acc	3,968.49
WESTPAC Primary Savings Acc	4,703.44
<b>Total Bank</b>	<b>46,896.08</b>
<b>Total Assets</b>	<b>46,896.08</b>
<b>Liabilities</b>	
<b>Current Liabilities</b>	
PAYG Withholding Payable	456.00
Superannuation Accruals Payable	359.60
Trade Creditors	2,369.67
<b>Total Current Liabilities</b>	<b>3,185.27</b>
<b>Non-current Liabilities</b>	
Prov'n for Long Service Leave	11,394.00
<b>Total Non-current Liabilities</b>	<b>11,394.00</b>
<b>Total Liabilities</b>	<b>14,579.27</b>
<b>Net Assets</b>	<b>32,316.81</b>
<b>Equity</b>	
P&C Funds available for use	5,485.65
Music Funds	22,127.72
Primary Funds	4,703.44
<b>Total Equity</b>	<b>32,316.81</b>

## **HSPA Canteen Report**

6/8/19

- Canteen has been running smoothly, thanks to Lynne, Fiona and our amazing volunteers coming to our aid when I had a son in hospital during the first week of term. Our volunteers have also rescued us several times in the past 2 weeks when we have had gaps in our roster due to volunteers with the flu. Dee's Year 11 daughter came in last Monday to help out during her free period. Dee mentioned that there are quite a few hospitality students that could possibly volunteer (during free/study periods) in the canteen to get practical experience in a commercial kitchen. I will discuss this possibility with Brad Brown from TAS. There are always jobs for an extra pair of hands in the canteen, so if we can utilise the Hospitality students and give them some hands-on experience it could be a win/win situation.
- We have been researching commercial sandwich toasters. Mardi and Lee-Anne will testify that one of ours is currently being held together with electrical tape. The one we've been eyeing off is the ROBAND GSA810S, an 8 slice sandwich toaster which will make short work of our toasted wraps, melts and Triple C's. The best price I have found is from Snowmaster at \$827+GST and the second best is from NISBETS at \$899+GST. We are still waiting on 2 quotes to be emailed to us, from Caterlec (who supplied our dishwasher) and Advantage Kitchens. Do we have the approval of the P&C to purchase this product? We have \$2000 to spend from the Grant we received earlier this year to spend on equipment.
- Rainbow Paddle Pops are back on the menu. Streets have adjusted their menu to make them compliant with the Healthy Canteen Strategy rules. The good news is spreading quickly throughout the playground!
- I went to a Canteen Profitability Workshop last Thursday that was run by the Healthy Kids Association. About 30 canteen managers attended the session. It was pleasing to note that we are doing all the right things to run a profitable canteen. What I took away from the workshop was that we need a better record of our Daily takings. At present we record our cash banking as a total figure only, but will design a new Daily Takings form so we can record the actual cash breakdown each day. This will help us identify where an error might have been made if there is a bank discrepancy. We will also endeavour to update wholesale prices from our invoices into our costings spreadsheet more regularly, to make sure we are still making the right margins on our products.
- Whilst at the HKA workshop, I showed our local Health Promotions Officer our new Canteen signage, featuring the Great Choice logo. Jessica was most impressed and wants us to send her some photos so she can feature them in an upcoming article. They are also doing a Case Study on the HSPA Canteen and how we got our approval.

Discussion on the use of the Square. Potentially saving around \$20 per week, but may be some risks that need to be further investigated. Money is deposited every day, so only a day's takings are at risk. No rush.

Change of banks: We could still bank the canteen money with the school money, then transfer to the P&C account.

Motion: To grant permission to purchase a commercial sandwich toaster for around \$1,000 as per quotes noted in the report, using funds from the equipment grant.

MOVED: Belinda

SECONDED: Julie

During discussion on this motion, concern was raised about how specific the grant was in what we were to spend it on (freezer). Agreed to buy the toaster out of regular funds, not the grant funds.

## ***Music Subcommittee Report***

Music Committee had a short meeting in July.

As at 24/7/201 Finances were:

Total \$ 20, 293 allocated to:

Uniform \$18, 390

General \$ 1, 903

In the last period we have raised:

Bunnings BBQ \$1017

Pie Drive \$ 788

Wine & Cheese \$1887

A great result. The music department is considering where these funds can best be used.

Planning is underway for the Mango drive in term 4 ~ 25 Nov.

Year 12 had a performance night at Lizottes - a very good practice run for the Trials.

Stage Band is supporting 16 HSC performances this year - a record number

Year 10 solo assessments have just occurred.

Marching Band used their new set for the first time at the Botanic Gardens Children's day. This was also the first gig for the new Drum Major.

Percussion Ensemble had fun with a flash mob at school.

The orchestra is rehearsing for Matilda.

Concert Bands have started rehearsing their new repertoire.

Upcoming gigs:

Marching Band at Wallsend Winter Fair 11 Aug

Marching Band at Uni of Newcastle open day 31 Aug.

Stage Band at the Port Stephens Love Sea Festival on 31 Aug.

## Primary Sub-committee Report (Minutes)

### Minutes

Approved Dee, Kim

### Attendance

Lisa, Karen, Julia, Kim, Dee, Amanda, Keelie, Kate, Leslee

### Deputy principal's report

Very busy, hectic. Opportunities too good to pass up, couple of calm weeks ahead but then all go. Kids all excited.

End of last term community day very successful despite rain (thanks second hand uniforms for those who got wet) all involved. Great interaction with students, staff, parents, community members. Just want to look at different timing to fit in some school work.

### Staffing:

Karen confirmed in her position

Flow on for deputy role, will be advertised, expecting plenty of interest. Good opportunity.

Staff going to other schools for explicit instruction teaching models, has now been adapted for our school, draft model being implemented in maths now, assess how it works for our students; 15 minute "warm up", using learnt knowledge so can move on to new content. Like flash cards have to identify quickly on smart board.....moving short term memory to long term, giving techniques to the students. (More info from Karen) Caters for all student levels. Students told purpose.

### Convenor's report

Thanks to all for help at community day

### Treasurer's report

\$4418.53 last balance

\$4703 current balance after profits from athletics and costs of athletics and community day.

Well done!!!

Ideas for supporting school??

Wish list

- Installing outdoor PA system (contribution from 2018 year 6 and in school funds may cover all of this)

- Play equipment needs upgrading, kids want to keep, expensive. Need some more fundraising! But could be a good visual of the work of the P&C ?? Advertise to general population.

Community grants?? Karen will source some quotes.

- Soft fall area needs repair \$10,000, replace \$30,000. Trees are the problem because of mistake in installation. Warranty? Urgent because of safety issues. ?whole school budget. Can we grass it? Would lose some hand ball courts. Not great in wet weather.

### Grandfriends day

Dress up for education week, book week parade.

Book fair, not in library because of HSC need for computers. Will be a pop up book fair on primary verandah. 11-1.00

P&C help? Please man book fair on Wednesday. Lisa available.

### Father's Day Friday 30th August

Lots of gifts left over from last year.

Sustainable gifts available, wheat packs, honey, cutlery sets, jar of fudge/rocky road, bamboo toothbrushes, Dr Bonners products (donated), bamboo combs, bees wax wraps, plants.

Raffle- rustic tool boxes



Must remind students to bring a bag to hide gifts as again no wrapping.

Traditional BBQ breakfast, Adults only for hot drinks, (one person to man) bring a keep cup....  
Invite godfather espresso for coffee cart•

#### Lids for kids

Collect all the lids off bottles, recycled into prosthetic limbs. (Now have a yellow recycling bin from woollies earn and learn) must be washed before donating  
Yes, go ahead, can give to primary leadership team to organise.

#### Reusable cups

Purchase from ikea 6 for \$2 166 kids in primary

#### Disco

Date 22nd August in new hall 3.30-5.00

#### Travel books

Entertainment for trips, activities for primary aged kids. 112 books \$150, sell \$6 each or 2 for \$10  
For Christmas all interested.

#### Picture plates

#### General

State of dance clashes

Drama showcase also postponed.

"On Show" highlights from ensemble courses, Wednesday week 6 instead of music showcase.

Students dropped off one hour prior to show. P&C supper. all bring a plate

5.30-6.15 supper 6.30 concert till 9.00

(TAS kids to do coffee) bring keep cups

Water station purchase water cooler? Bring from home

Raffle any one ask for donations

#### Scripture and ethics

Not enough ethics teachers

Scripture two teachers class sizes too small

No teaching allowed in this time. Others things could be happening in this time as many students are not occupied. Option of a whole day ethics or scripture once a term.

Gardening option, recycle.

Social skills day, community service day, nursing home concert.

#### Matilda canteen

P&C do canteen? Yes

#### Closed