



# Hunter School of the Performing Arts

## P&C Minutes

**Date** Monday 1<sup>ST</sup> June 2020

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**Time** 6.00 pm

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**Location** Remote – via Zoom

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### **Attendance**

David Donnelly (President), Julie Hoey (Secretary), Jo Gray (Principal), Bree Harvey-Bice (Deputy Principal), Felicity Ferguson-Tait, Nicola Steiner, Gwen Flanigan, Emma Walker-Coon, Harriet Ferguson, Natalie Peattie, Dee Morrison (Treasurer), Malini Stephen (Senior Vice-President), Darren Ponman (Deputy Principal), Mardi Ryan, Michelle Offen, Mark Pegler, Cherie Watters-Cowan, Bernadette Van de Wijngaart (from 6.37pm).

### **Apologies**

Guy Pitkin, Belinda Epstein

### **Minutes**

*Minutes of May meeting*

Moved: Harriet Ferguson

Seconded: Mark Pegler

Minutes approved as an accurate record of the May meeting

*Minutes of April meeting*

Moved: Harriet Ferguson

Seconded: Mark Pegler

Minutes approved as an accurate record of the April meeting

## February balance sheet

- presented at the March meeting, as per this entry in the April minutes:

**ACTION:** The Minutes of the AGM and the regular March meeting were accepted as an accurate record.

**NOTED:** that the February Balance sheet provided in the Minutes was an updated version to that provided at the meeting, due to Dee discovering an error by the accountant (petty cash had been set up incorrectly.)

**ACTION:** The February Balance Sheet aspect of the March meeting minutes will be voted on at the next meeting.

Moved: Harriet Ferguson

Seconded: Mark Pegler

Accepted the updated February balance sheet

## Correspondence

P&C Federation

The P&C Federation sent email correspondence announcing that virtual meetings are now a recognised and acceptable way of meeting.

## Reports—Treasurer's Report

*Treasurer's Report not received for this month*

Dee has had issues with the Balance Sheet because of JobSeeker and Xero's (the accounting package) ability to handle it. We are living in complicated accounting times. Dee is going to talk to the accountant. We are paying the accountant \$50 per month to get the JobKeeper money. Noted that JobKeeper is a six-month commitment, and that Emma & Lynne aren't costing the P&C any money in wages at the moment.

## Canteen Report

Canteen report attached.

The school is allowing canteen volunteers—one per day, two on Friday, as we consider them to be essential volunteers, not non-essential volunteers. (Non-essential volunteers are not allowed on school grounds at present.)

Gwen suggested that the \$10,000 government grant can be used to pay wages of people not covered by JobKeeper i.e. Dee. David will look into it.

Jo commented that it's been wonderful to see how generous people have been with their time, and their willingness to give it a go amongst all the uncertainty of how many students would be ordering, etc. There is obvious care in wanting to provide for the students.

David thanked the canteen staff, noting that it's a real credit to them that they got things back up and running so well.

## **General business**

### **1. HSPA response to Covid-19**

#### *Return of students*

The students have been delighted to be back, although some have said they learned better at home and were less distracted. Teachers have commented that some students unexpectedly shone during home learning; that way of learning obviously played to their strengths. The staff is looking at what elements from the experience can be kept. The students clean/disinfect their desks at the end of each class, and are doing this with no complaining.

#### *HSC Exams*

NESA has announced that HSC exams will be delayed by one week and there will be an extra week of timetabled classes at the beginning of Term 4. In reality, most subjects would have concluded their content so it would be a week of revision, perhaps group studies, etc. Noted that the hall can accommodate sufficient students with social distancing for the HSC exams. One potential problem is that the Presiding Officer for the invigilators, and most of the invigilators, are aged over 60, so this could be a problem. The school has multiple back-up plans.

#### *Reports and Parent-Teacher Interviews*

Due to the disruption to schooling this semester, schools have been given permission to change the way reports are presented. This is particularly helpful for subjects that didn't get to do their practical assessments. Individual faculties can decide to follow a traditional report style or present reports with links to formative tasks, students submissions, teacher feedback and marking guides. There will still be a "core" printable report. Year 11 reports will be out in the next few weeks, and the rest of reports at the end of term. At this stage, traditional parent-teacher interviews are not planned. There may be something in Term 3, or they may explore Zoom options. Parents can contact teachers at any time.

#### *Subject fees*

The school is looking at subject fee reductions / refunds for semester 1. Noted that while there has been a reduction in theatre income, the theatre manager has been completing some valuable projects so is still being paid despite the lack of income.

### **2. Australia Road U-Turns**

The RMS installed a 'No U-Turn' sign at the Australia Road corner and lots of people have been booked; it is easy to miss the sign. The school was not notified, and there has been no communication to say it was in response to our letter/concerns about safety there. The Council has only said the issue is "under consideration", but has put a hold on doing traffic counts at the moment because the data would be unreliable / not "normal". Darren Ponman has contacted the RMS, and would appreciate having the letter and data the P&C put together around the safety issue.

### **3. Subject selections / Subject Information Evenings**

At this stage Subject Information Evenings are not planned to go ahead as normal, instead there will be more information available online including audio/video, expert teachers doing Q&A based on typical questions, link to Head Teachers email address, and banks of FAQs, etc. The school is aiming for these online pages to be available by the end of Term 2, via a publicly-available Canvas course. Student interviews for Year 10s going into Year 11 will still happen, to ensure they are fully informed of the impact of their subject selection on Uni courses, etc. They will take place in the library with teacher + student, and link to parents via Zoom; this will occur early in Term 3. Parents of senior students who have any subject or pathway questions can contact Darren Ponman at any time.

### **4. Auditions/Offers**

The auditions for 2021 students went well; the staff were happy with the standard of applications although they weren't able to assess group work/collaboration. Music and Dance applications were entirely through submitted videos; Drama had an additional live improvisation element via Zoom. Offers for next year went out at the end of last week.

### **5. Uniforms**

Noted that many students can't be identified as HSPA students due to lack of uniform. Size 12 and 14 jackets are currently not available, and this would be a very common size. COVID-related trade issues are partly responsible, but this isn't the first time the school has had supplier issues and they are looking at opening to tender. Gwen suggested looking at The Uniform Place in Islington. The students have also had eight weeks away, doing school in their pyjamas, so there is a bit of a struggle with compliance. Bree noted that tights are absolute not acceptable as pants, but can be worn under skirts.

**Meeting closed:** 7.00pm

**Next meeting:** Term 3 – August 3.

## Canteen Report

### HSPA Canteen Report

1/6/20

As you are aware, we reopened the canteen in Week 3 of this term, when 25% of the students were due to return to school each day. In reality, we had around 19% of students on the Mon, Tues, Thurs and Fridays, but the 2 Wednesdays were SUPER quiet, as only year 12 with major works were on site.

In Week 3 we took \$1064 in canteen sales, in Week 4 we took \$1269.

Last week, (the week all students were back in attendance) we took \$5025. Friday in particular was really busy. Jo Gray gave us permission to have a volunteer help us on Friday, thank goodness. I helped out Lynne and Dee on Wednesday and Thursday with serving the kids between 10.45 and 1.45pm, and Lynne came in all day on Friday to help with the 116 online orders and 30-40 over the counter bag orders. We took \$1569 on Friday alone.

An average week in the canteen 'pre-COVID' was around \$6500, so we are still a little short, but well on the road to recovery. Thankfully Jobkeeper is covering Lynne's and my wages, so we should be well in front.

We opened our menu back up to a full menu today, so Chicken Fajitas (Tuesdays) and Fried Rice (Fridays) are back on the menu. Fresh Salad rolls etc are now available again also. We haven't added sushi back in yet, as it wasn't selling well enough to warrant purchasing the minimum order amount. We'll introduce it back again as it warms again towards the end of Term 3.

Not much to report otherwise... a new part for our food processor has been purchased, as the old blade wore out and snapped. (\$28.04).

We're also introducing a hybrid Hot cheese roll...with garlic! We're confident the kids are going to love it.

I'm proud to say that on Tuesday, when there was just the two staff serving in the canteen, and the lunch lines were EXTREMELY long, I didn't have one student complain to me about how long it took to get served. They may have moaned and groaned to each other in the line, but I didn't hear a single complaint. They could see we were working as fast as we could, but I was most grateful for their manners and acceptance.

Jo has allowed us to have a volunteer with us in the canteen each day, and 2 on Fridays. We are so lucky they are looking forward to coming back in to help in the canteen. (But I can assure you, none of them are more excited than Lynne, Dee and myself!!!!)