



Hunter School of the Performing Arts

P&C Minutes

Date	Monday 4th November 2019
Time	7.00pm
Location	HSPA Staff Room

Presentation: Dr Ian Dunlop, Head Teacher Senior Students

Attendance

Ian Dunlop, Julie Hoey (P&C Secretary), David Donnelly (P&C President), Jo Grey (Principal), Belinda Epstein, Fiona Hanson, Emma Walker-Coon, Dee Morison (P&C Treasurer), Harriet Ferguson, Darren Ponman (Deputy Principal).

Apologies

Malini Stephen, Natalie Allan, Guy Pitkin

Introduction

Darren Ponman—new Deputy Principal. Passionate about preparing students for the unknown future workplaces. Previously a professional musician, ran recording studios – so this school is a great fit.

Minutes of previous meeting

The Minutes of the September meeting were accepted as an accurate record.

Moved: Dee

Seconded: Belinda

Business arising from previous minutes

Australia Road intersection—letter sent to Council from Jo Grey and David Donnelly. Felicity Ferguson Tate can give David email address to re-send it.

Note: Assets Management Unit want all schools to do a traffic management plan—we could flag that as a hazard.

Correspondence

Resignation from Fiona – Canteen. Going into disability support work. Hope to advertise the role and have it sorted out before end of year. Casual position. Generally 12 hours per week as supervisor; 10 hours as assistant = 22 hours over four days. Advertise: Seek. David and Emma to discuss and act.

Reports

- President's Report. Welfare position also filled: John Matthews. Both positions still in Appeal period. Matilda—fantastic. Formal review in a few weeks when everyone has settled down. It takes a huge toll on everyone. Suggestion to acknowledge orchestra even if they can't come out.
- Principal's Report—see attached
- Treasurer's Report—see attached
- Canteen Subcommittee Report—see attached
- Primary Subcommittee Report—meeting went overtime, so notes not available
- Music Subcommittee Report—see attached

General business

This is Fiona Hanson's last meeting— her last child signed out of school today! Harriet will be doing the Music Committee reports from now on. A big thanks to Fiona. She has been doing this job for a long time.

End of year prizes to graduating students: P&C spends around \$800 each year on prizes
Some are sponsored prizes.

Discussion on whether or not there is any need for a cash prize to go with any of the awards.
Leave things as they are for this year.

Next meeting: Suggested that we go out for a meal for the last meeting; Combined meal with Primary subcommittee. Let's also invite Music subcommittee. Canteen is trying to do a volunteers' dinner.

Discussion during Treasurer's Report:

Agreed: to purchase the second hand fridge for \$500.

Book packs have been ordered for orientation day. Price is \$40. Cost has gone up to \$28.80 - increase of about \$1.

Meeting finished 8.47.

Next meeting: Monday 2nd December

Principal's Report

Deputy Principal—Darren Ponman, previously Head Teacher (Technology) has been appointed to the position of Deputy Principal vacated by Marcus Neale

Welfare

Matilda

Year 12 interviews

Jane McDavit—put on two parent-support essay-writing workshops. Follow-up *Focus on Reading* parent events currently advertised on website.

Year 12 Study Day – as mentioned by Ian (see presentation notes at end of Minutes)

Halogen Leadership Conference today – Darling Harbour. With student leaders.

Precinct Opening. Fabulous night.

Year 12 Graduation—same week as precinct opening. Held in Hall rather than theatre—room for students to bring grandparents. Lovely for them to be part of it.

Primary – chamber music concert last week.

Stage Band – RSL concert in town. ABC Radio, RSL manager—raved about HSPA stage band.

HSC finishes next Monday.

Hall—great venue for exams, except first exam—issues with feedback from some radio mics.

Last year: McDonald Jones Stadium – very expensive to hire.

Special provisions—issues with being locked out of computers; Board of Studies issue, not HSPA. Across the state. *Investigating Science*—online exam. Went without a hitch.

Bruce Rowlatt (music)—can only fill by EOI because he's on sick leave. Music staffing gaps:

Marcus Neale—taught one music subject.

Kim Pink – on leave.

Treasurer's Report

- September and October Balance Sheets provided:
- Commentary from treasurer (Dee Morison):
 - o Funds available includes the \$2000 Freezer Grant money
 - o I also have Fiona's letter of resignation

Primary – \$9,251 – now have gone over 10,000.

Music \$33,300. Mangoes have ben going crazy.

P&C Funds available—includes \$2,000 for freezer.

Motion: P&C to add funds to purchase a decent freezer.

Quote: \$4,800 inc freight.

Moved: Dee

Second: Fiona

APPROVED.

Balance Sheet

Hunter School of Performing Arts P & C

As at 30 September 2019

Account	30 Sep 2019
Assets	
Bank	
WESTPAC Music Savings Acc	22,158.72
WESTPAC Music Transaction Acc	5,163.96
WESTPAC P&C Savings Acc	20,101.03
WESTPAC P&C Transactions Acc	13,149.82
WESTPAC Primary Savings Acc	7,144.45
Total Bank	67,717.98
Total Assets	67,717.98
Liabilities	
Current Liabilities	
PAYG Withholding Payable	1,840.00
Superannuation Accruals Payable	772.01
Trade Creditors	4,175.99
Total Current Liabilities	6,788.00
Non-current Liabilities	
Prov'n for Long Service Leave	11,394.00
Total Non-current Liabilities	11,394.00
Total Liabilities	18,182.00
Net Assets	
	49,535.98
Equity	
P & C Funds available for use	15,068.85
Music Funds	27,322.68
Primary Funds	7,144.45
Total Equity	49,535.98

Balance Sheet

Hunter School of Performing Arts P & C

As at 31 October 2019

Account	31 Oct 2019
Assets	
Bank	
WESTPAC Music Savings Acc	28,161.83
WESTPAC Music Transaction Acc	5,138.18
WESTPAC P&C Savings Acc	25,103.82
WESTPAC P&C Transactions Acc	6,035.45
WESTPAC Primary Savings Acc	9,251.46
Total Bank	73,690.74
Total Assets	73,690.74
Liabilities	
Current Liabilities	
PAYG Withholding Payable	278.00
Superannuation Accruals Payable	313.39
Trade Creditors	2,666.13
Total Current Liabilities	3,257.52
Non-current Liabilities	
Prov'n for Long Service Leave	11,394.00
Total Non-current Liabilities	11,394.00
Total Liabilities	14,651.52
Net Assets	59,039.22
Equity	
P & C Funds Available for Use	16,487.75
Music Funds	33,300.01
Primary Funds	9,251.46
Total Equity	59,039.22

Canteen Subcommittee Report (4th November 2019)

The canteen has been running smoothly, thanks to Fiona, Lynne and our band of amazing volunteers who worked extra days in the canteen to cover my absence whilst my Mum was so sick. The Summer menu was introduced on the first day of the term. Everyone (except those of us cutting and tubbing up the melon) is loving having fresh and frozen watermelon tubs available again. The volume we sell is astounding!

The kids are really excited that Chill Aloe drinks have been reclassified as an Everyday product after re-jigging their recipe. We now stock 4 flavours and they are flying out the door! By adding these, we were able to add another Occasional product...so we added Chocolate Paddle Pops to the menu too. Win Win!

I volunteered at my son's school canteen on Thursday and have stolen one of their recipes. We'll be trialling Chicken Fajitas one day this week, as they were so Delicious! It's terrific to be able to collaborate with other school canteens, as we are all in the same game, but not competing for the same customers!

I have been in contact with the manufacturers of the GRAM Freezer we would love to purchase. They don't sell direct, but gave my details to the licensed retailer for NSW. We already have 2 of these freezers and would dearly love our next one to be the same. They are expensive to buy, but their running costs are second to none. Each freezer costs only 27cents per day in electricity. The Freezer is a GRAM Compact 610, costing \$4515 plus \$285 Freight. Plus GST, but I think that if the school purchases it and we pay them back we may be able to dodge the GST costs. We are extremely limited in our freezer space at the moment, as we are needing to freeze so much watermelon to keep up with the demand and our ice blocks/ frozen juice cups don't all fit under the Streets Ice cream freezer. We had to switch off one of our old fridges and swap it with the one in our back office, as it was getting so loud we couldn't hear the kids ordering their food! It was going to cost \$500 to repair, but we deemed it not worthwhile, as it is such an old fridge! Dee has a friend with a commercial glass door fridge of a similar size for sale secondhand... we would love to investigate that option before requesting a new one.

The SRC are hoping to install recycling stations around the school to encourage better recycling habits. They asked us how many plastic bottles and poppers we sell a week. I added up 32 week's worth of invoices and was astounded to discover we sell on average 496 drinks per week that could be claimed at the Return & Earn depots. (Plain milk bottles cannot be returned, so I left them out of the tally). That's an amazing \$49.60 per week the school could be receiving from canteen drink products if they were recycled correctly. That doesn't even take into account the bottles/poppers being brought in lunch boxes from home!

We've done a few extra catering jobs lately, with HSC markers, Staffing panels and Essay writing workshops. We love the opportunity to make a bit of extra money for the P&C, especially now that we are missing Year 12 for the rest of the term.

As always, thanks for your support,
Emma, Fiona and Lynne

Music Subcommittee Report

Music Committee met on the 30/10. This will be the last for the year. November sees everyone at Camp & there is no time between end of camp & end of Term to fit in a December meeting.

Finances :

Total funds : \$ 31, 746.68 comprising

Uniform : \$ 22, 581.58

General : \$ 9, 165.10

2019 Uniform fees are well below the normal 60% payment. 2020 invoices are to be given out at Band Camp. A 10% discount applies for all fees paid by end February 2020.

The last Stage Band gig for the year was held at the Newcastle Services club. This was a thank-you from the band for their support to the Outback Tour. The gig raised \$888 from the raffles. The club asked their suppliers to provide the raffle prizes. An outstanding result.

Deposits continue for the mango drive. Once all the orders are in, we will pay the supplier. This has been a good year for fundraising. By end of Term1, the committee had disbursed all funds to the Outback tour & the Rehearsal Rooms. Music committee will have ~ \$6, 000 at end of year.

Music Faculty report

Very successful musical, HSC completed, choirs about to do a series of community gigs. Music camps preparation underway.

This year a large portion of parents did not pay their Ensemble fees. Therefore kids will not receive trophies at camp. Medals are being investigated.

The lack of funds is jeopardising the renewal of the Senior Concert Band & Percussion Ensemble leaders. All faculty members are fully committed and cannot take on these two ensembles in addition to their current commitments. Music Faculty may request that these be funded from Music Committee funds next year. Students gain so much from playing in the ensembles.

Final preparations for music camps are underway. A number of new parents are stepping in this year to assist in the camps. The more parents who are happy to help out for a few days the easier it is to support the camps each year.

Didn't do final gig—Relay for Life event was cancelled due to smoke.

Ian Dunlop—presentation

(Head Teacher, Senior Students)

Who am I

PhD in physics from Uni of Newcastle. Researcher in physics for several years. Two trips to the Antarctic—3 months at Mawson. Set up ski.com.au in early 1990s. Then time for a change. Started teaching in mid 40s.

What is my role

Established early term 2 this year. Explore ways to support senior students + improve academic results. A lot of support in the school for non-academic concerns. But can be a first port of call.

Initially:

- Improve senior study area (mezzanine level in the library) – facilities and culture
- Ease stress on students by providing individual advice on HSC marks and ATARS. Huge amount of confusion out there amongst students, parents and teachers.
- Longer term: explore effective strategies and programs that could be provided to senior students to aid them in reaching their HSC goals.
- Team of four went around to a few schools and looked at what they were doing.

What have I started

- Researching, talking to students about what they would have liked
- Visiting other schools: Lambton, Warners Bay, Sports High – various styles and programs.
- Refurnished and significantly changed the layout of the senior area—change of culture
- Developed a custom login for students to keep track of them during their study periods. Study periods not on roll; no roll-marking done. Didn't want to do it via a roll and waste Ian's time.
- Areas for collaboration, rest for exhausted students, quieter areas in centre, individual booths – quite popular. Power boards for re-charging. Exploring another break-out booth; logistics of the area. Booths are new.
- One-on-one interviews with current HSC cohort: huge amount of confusion from students—using ATAR calculators—some good, some useless. Lots of distress. Individual advice; discuss ATAR goals and identify study focus areas. Helped some to see how close they were to band 6s. Great incentive. Very powerful exercise. Met with 60-odd students. Close to a period for each student.
- Established a Welcome to Year 12 day—presented this information to all the new Year 12 cohort + info on support systems within school, effective study techniques, etc.
- Being repeated for those who missed it.
- Will also run a Welcome to Year 11 day—has to be delivered at a point where students are ready to take it on board. Being modified based on feedback etc.
- Commenced the first round of Senior Interviews (Warners Bay idea) with new Year 12 cohort. Designed to gather information and help us provide targeted support for students and also provide peer reflection. Groups of students with broadly similar career goals and interests. These will be rolled out in 2020 to the incoming Year 11s...will have three interviews over their two years. Massage the group to more closely align the interest groups. (Run a pre-survey to provide baseline data.) Benchmark: proportion of students doing 0-3 hours study per week (large). Interesting data on how students are spending their time. Issue Ian will be addressing: large proportion with no study plan leading into exams.

Going Forward

- Continued improvement in senior study area, including some computers
- Break out area
- Series of workshops on student-identified support needs including goal setting, essay writing.
- Expansion of the interviews to three over all of Stage 6.
- Revise ATAR simulator due to all the new syllabuses.

- Provision of support materials in the study area—don't have to look for them in the library.
- Online resource for essay writing to ensure consistency of message for students—same underlying scaffold/framework with tweaks for different subject areas.
- Support Year 10 students with Year 11 subject selection IF they have specific HSC goals. Targeted advice.

Note: Eddie Woo has really good, clear videos explaining the HSC scaling.