



ST THOMAS' P & F
 Term 1 – Wednesday, 3 March 2021 – 7pm

Meeting Notes

Time started: 7.01 pm

Time finished: 8.14pm

Attendees: Jenny McKeown, Peta Herschderfer, Julie Bowlen, Esther Kane, Toni Gooley, Kirilly Conroy, James Killian, Charlotte Menzies, Liam Donohue, Rebecca Nolan, Jonathan Molloy, Seona Donald, Klaus Hahn, Fiona Thistlewood, Carrie Sheehan, Michelle Calcarao, Katie Branson

Zoom Attendees: Cath Westcott, Kimberley Cumner, Sabrina Molloy, Bronwyn Bolton

Apologies: Angela Dobbin, Grace Hartry

Wednesday, March 3, 2021

Meeting opened with prayer.

	ITEM	WHO
1	Welcome all	Jonathan Molloy
2	Confirmation and acceptance of previous meeting's minutes – <ul style="list-style-type: none"> Minutes accepted by James Killian No further business brought forward from previous meeting. 	Jonathan Molloy
3	Business arising from those minutes <ul style="list-style-type: none"> No further business arose from the previous minutes. 	Jonathan Molloy
4	General Agenda items <ul style="list-style-type: none"> Jenny McKeown will send an update and welcomes feedback. She noted that it may take a while to come back on feedback as it is taken to different groups, but that feedback will be considered. Peta Herschderfer noted there will be changes around Kiss and Ride. 	Jonathan Molloy
5	Principal's report Jenny McKeown provided an update on the building project and new classrooms. <ul style="list-style-type: none"> A video about the project was shown, covering the history, purpose and outcomes. A team worked over 3 years developing STEM work in the school. Some teachers have taken out their 	Jenny McKeown



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teacher's desk to create space in their classroom to do their STEM work. There are things teachers can't do with the size of the current classrooms and the furniture (big and not mobile) they have. Teacher collaboration and team teaching opportunities are very limited unless the class squeezes into the one tiny room.

- The architects' brief was to create larger, more agile classrooms where furniture can easily be moved out of the way for STEM units. The architects were appointed by the CSO.
- Anything the school does is based on the advice of experts. We had staff and parents on the advisory team, and they visited other schools.
- A photo of the teachers coming together for an Art lesson in the new Year 4 space was shown. Jenny McKeown noted that she found both the teachers and students are very excited to be in the new space.
- Several noise level tests have been conducted. 64 decibels for the new classrooms, when the students were packing away. 63 decibels in an older classroom when the children were occupying themselves with the work they were doing. 74 decibels in the library. Jenny McKeown noted that the architects have designed a sound absorbing environment in the new classrooms.
- Teachers in the new classrooms are currently working out when the dividing doors will be open or closed and this will be their decision.
- Jenny McKeown advised that teachers are totally, solely responsible for their own class. They do collaborative teaching and work together (they always have).
- The new classroom means that Year 4 doesn't need to down tools and go to into another classroom for shared input. Teachers also get to share strengths during the team teaching.
- Positive quotes from teachers has been received.
- The quality of the work completed for Stage One is above Jenny McKeown's expectations.
- **Action:** share positive feedback from teachers and students.
- Next steps for Stage One. The music room will move into the new space. There has been a guarantee that there will be a lack of sound from the music room into the classroom. If it doesn't work the music room will move back to the staff room where it has been for the last 18 months.
- Stage Two works (work on the upstairs classrooms) is



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	<p>waiting for the Federal Government to provide funding.</p> <ul style="list-style-type: none"> • Stage Three is permanent housing of classrooms across the road. • Action: If parents have questions about the new learning space Jenny McKeown invites them to contact her to make a time to visit the room. • The prototype furniture from Year 4 last year together with some of the library seating has been put into the current year 6 classroom and it is working well. • Agile learning for years 4,5,6. In year 1 last year there was flexible seating, which worked in the classroom they had. • Action: A parent spectator suggested the school communicate the classroom areas and how great they are with parents. • Action: Jenny McKeown to put the video and presentation (include quotes from students) up on Compass. 	
6	<p>President's report</p> <ul style="list-style-type: none"> • Welcome the new executive team, it's the first time the P&F has an entire new executive team. Jonathan Molloy thanked the new team for their future contribution and the old committee for their previous commitment. • Action: Committee members need to send their contact details to Jenny McKeown to include on the school's website. • Jonathan Molloy noted the key item for 2021 is the Art and Craft Show, which will go ahead in some format. The aim of the show will be to create community, it doesn't necessarily need to make money. • Jonathan Molloy will co-convene, but needs another two people to join the convenor role. If anyone is interested please let Jonathan Molloy know. • Tissues & Champagne was very successful, thank you to Toni Gooley. 	
7	<p>Treasurer's report</p> <ul style="list-style-type: none"> • The 2020 audit was completed and no issues from the auditor. • Ended the year with \$64k. All 4 P&F accounts were set up. Budget set up as per previous year. • Tissues & Champagne was more expensive this year than budgeted but due to the change in venue, which we will need to keep in mind for the future. This is also a consideration for Welcome Night. 	James Killian



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	<ul style="list-style-type: none"> Liam Donohue has one more piece of admin to complete then hand over to James Killian is completed. 	
8	<p>Subcommittee reports:</p> <ul style="list-style-type: none"> CSP – In the first meeting for 2021, three key points were raised: 1. There is a discrepancy amongst schools with regard to what can/can't happen given COVID. CSP has asked for a consistent guideline. 2. Engaging new families is a common theme, with Kindy and Year One (ie Kindy from last year) families feeling isolated and not connected to the school. Jenny McKeown mentioned family masses will start again in year groups. 3. Questions were raised around kids with disabilities and how to accommodate for disabilities. Parents want to know what resources are available within the system. Action: Jenny will organise for Trish Rainsford (Special Needs) to talk about the work that is happening in this area. Social - Thank you to the parents who volunteered to be class parents for 2021. An event for class parents is currently being considered. Tissues and Champagne 2021 at Club Willoughby was a big success. This was the first time this space was used and it was wonderful. The next event is Welcome Night, which unfortunately can't be held at the school. It will be held in the courtyard area at The Greens, and called Saturday Social. Tickets are \$40 which includes entry, nibbles and lawn bowls. Starts 6pm. Try booking link will go out this week. Please encourage any new parents to attend. Space for 300 people. Currently in preparation for Mother's Day, if we can have it, and Trivia Night. Uniform Shop – Thank you to Fiona Thistlewood in the way the uniform shop was left. The debating blazers and what to do with them was raised. Jenny McKeown advised they are usually given to Year 6 for masses, and that they can be put in storage. The biggest adjustment for the Uniform Shop in 2021 is they now sell skorts and hats. Only problem has been low stock of sports shirts but Lowes are now restocked. Openings has been busy and this year the shop is trialling opening on different days during the week. The stocktake will be a bit off because of shirts and hats. Pastoral Care – thank you to everyone for signing up to Pastoral Care. Currently we are servicing just one 	<p>Julie Bowlan</p> <p>Toni Gooley</p> <p>Charlotte Menzies</p> <p>Fiona Thistlewood</p>

	<p>family. Action: If anyone hears of anyone needing Pastoral Care please get in contact.</p> <ul style="list-style-type: none"> • Art and Craft – Action: If anyone is keen to co-convene please contact Jonathan Molloy directly. 	Jonathan Molloy
9	<p>Matters for future consideration:</p> <p>A parent spectator raised three points:</p> <ol style="list-style-type: none"> 1. Queried whether there will be a Year 6 trip to Canberra this year. Jenny advised they won't be going this year and that the Canberra trip is every second year. She is looking at a PBL activity for Years 5 and 6 for 2021. This year she would like Year 5 to go on a camp. 2. Asked if there a way to easily identify Kindergarten children in the playground? The idea of a kindy hat (eg a different colour hat to other students). Jenny McKeown advised that idea would be helpful to the staff. 3. Asked how the new administration staff, Sinead and Sarah, have settled in? Jenny McKeown advised they have settled in well. Both Sinead and Sarah are in the office 5 days a week. Action: Jenny McKeown will send an introduction for Sinead and Sarah on Compass. <p>A parent spectator raised three points:</p> <ol style="list-style-type: none"> 1. Queried the shade plan for the grounds across the road. Jenny advised a second quote has come in. 2. Noted that the girls won't use the Unisex toilets during recess and lunch because they are not clean. This means the girls use the toilets during class time. Jenny McKeown advised the Unisex toilets are cleaned up to three times a day 3. Advised the building project on Crabbes Avenue has been approved by Willoughby Council. <p>A parent spectator raised the following point:</p> <ol style="list-style-type: none"> 1. The Redevelopment at Club Willoughby has been approved by Willoughby Council. Jenny McKeown advised that moving forward they will have a plan for what the school will do when this green space is no longer available. 	



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10	Confirmation of next meeting Tuesday 25 th May 2021 at 7pm Future meeting dates are: Tuesday 17th August at 7pm Wednesday 10th November at 7pm	Jonathan Molloy
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