



Hunters Hill
High School

Hunters Hill High School Parents & Citizens' Association

President: Mitch Kirkman, president.hhhspc@gmail.com
Secretary: Martin Brown, secretary.hhhspc@gmail.com
Treasurer: Emma Paxton, treasury.hhhspc@gmail.com



MINUTES OF P&C MEETING - 11 FEBRUARY, 2019

Meeting Details

7:00pm Staff Common Room, HHHS
Chaired by Mitch Kirkman, P&C President
Minutes taken by Martin Brown, P&C Secretary

Attendees

20 P&C members signed the attendance sheet. The Principal (Mr G. Lill), Deputy Principal (Ms M. Chiew Meldrum), IT Manager (Mr J. Range) and Acting Deputy Principal (Ms S. Turnbull) also attended.

Apologies

1. Tim Manefield

Deputy Principal, Michelle Chiew-Meldrum presented

1. Staff
 - a. New head teacher PDHPE has been appointed to allow the split of TAS from PDHPE
 - b. New permanent English, Maths, and Science teachers have been appointed
2. Students:
 - a. Stage 4 have put together class learning profiles
 - b. Professional learning framework is now in place and assisting new teachers
 - c. Year 7 have transferred in very well
 - d. Thanks to parents and students for ensuring students wear the correct uniform - sports uniforms will continue to be monitored.
3. Parents:
 - a. Communication is constantly improving via Facebook and the Sentral Education parent portal
 - b. Student handbook year 7-10 will be coming available at the information night, including the assessment schedule
 - c. Parent Teacher interviews this year will be spread over two nights to allow parents a choice of sessions.
4. Staff positive about the new timetable, students are being more productive after lunch. Active supervision is being provided on Wednesday afternoons in the assembly area and library until formal school close time.
5. The student mentoring program is underway. Parent communications will be initiated from the coordinator.
6. Tuesdays' sport uniform: students can come to school in sports uniform unless they're doing science or a technical subject (food, wood, metal, textile) before sport, in which case acceptable solid leather shoes are required. Can wear sports uniform and bring solid leather shoes for the class or wear normal school uniform (including solid leather shoes) and bring sports uniform. This does not apply to PE days where school uniform must be worn and sports uniform brought separately.
7. Positive responses were expressed regarding new parent portal.
8. Locker keys being replaced with BYO padlocks.

John Range presented on Bring Your Own Device (BYOD)

1. BYOD is mandatory for year 7 only in 2019 but useful for other years.
2. The school recommended Chromebooks, some students have Macs, etc.
3. Microsoft OneNote is being used in conjunction with Google classroom.
4. OneNote is available for free for download from the student portal.

5. A 5% discount is available from Apple stores with the education discount. John will contact Apple store (Chatswood) to have HHHS added to the acknowledged schools list but it is still possible for parents to claim the deduction on purchases.
6. TAS teachers are taking the lead on assisting students with digital organisation.

Minutes of Previous Meeting

Motion: The minutes of the 26nd November 2018 P&C meeting were reviewed and accepted.

Proposed: Mitch Kirkman

CARRIED

Business arising from previous minutes

1. Update on air conditioning: The school and P&C application for NSW Government air conditioning funding to the total of \$50,000 was successful at the end of 2018 (to match proposed P&C funding to same level). The school will be contacted by air conditioning contractors to confirm school infrastructure eligibility, plan and commence installation. This should result in 90% or the school being air conditioned.

Correspondence and Membership

Correspondence In

1. Tracey Phillips: traffic safety matters

Correspondence Out

1. None noted

Principal's Report

Mr Greg Lill presented.

1. All new head teachers are now in place.
2. There have been reductions in casual staff, replaced with permanents to an acceptable ratio. There is now a total of about 50 permanent staff.
3. There was a significant increase in HHHS ranking based on band 6 HSC results last year (2018 ranked #208 compared to 2017 #365) The school should be aiming to be in the top 150 NSW schools.
4. Most of year 12 are happy with their results and able to progress to their desired further education.
5. A first in NSW was achieved in Dutch.
6. The school dux achieved a 99.75 ATAR.
7. External Dutch Language School classes have now been moved to HHHS after school hours Mondays.
8. A meeting with Assets is arranged to investigate fixing the roof on C block.
9. A primary aim for 2019 is literacy and getting students thinking.
10. There has been a smooth start to the year so far.

Reports

Canteen Report

Report tabled

1. Canteen was part of the Dept of Ed pest eradication spraying at HHHS on 10th Jan. This is performed once a year.
2. There will be a department of education canteen audit sometime this year. Gap analysis is currently being done. The SRC are also involved.

Music Report

Report tabled

1. 2 Cellos, 4 violins are being purchased by the school to support the growing strings group.
2. Tim Manefield is to take on the role of key contact for the P&C music committee.

3. New groups are being formed for 2019: a choir and tech crew learning about sound & lighting, focusing on hall equipment. Expressions of interest are currently being sought.

Dance Report

Report tabled

1. Students are excited to start new routines.

Uniform Shop Report

Verbal report delivered by Jacqueline Crompton, P&C's volunteer Uniform Shop Coordinator (until recent reduction in involvement).

1. Reasons for the P&C Executive's increased involvement with the uniform shop from mid 2018 were explained as:
 - a. a loss reported for 2017 combined with prospect of a pending Uniform Review, as required by Department of Education policy; and
 - b. concerns regarding stock management, record keeping and wage increases.
2. An incomplete complaint has been made to Fair Work Australia by a former casual employee of the uniform shop. As it is incomplete, the complaint has not been assessed by Fair Work with regards to its merit. At present, the P&C is not required to respond and if it proceeds the P&C will duly cooperate with Fair Work.
3. Goals for the Uniform Shop in 2019 were put forward:
 - a. Accurate and transparent record keeping;
 - b. Further stock reductions;
 - c. Simplification of uniform shop processes; and,
 - d. An assessment of salaried to volunteer staff ratios.
4. The P&C Executive is proposing to establish a Uniform Shop Committee, properly constituted in keeping with P&C Federation guidelines, to oversee the constructive implementation of above uniform shop goals.
5. Thanks expressed to the volunteers and paid staff who continue to contribute to the school community via the uniform shop.

Follow-up discussion:

1. There was discussion around the past events, necessity for change, and the handling of the matter by the P&C Executive.
2. Suggestions were made regarding options for improvement in uniform shop operations which the to-be-formed uniform shop sub-committee shall consider.

Motion: That a uniform shop sub-committee be formed initially consisting of Robin Butterfield, Jacqueline Crompton, and Emma Paxton to consider sub-committee rules based on NSW P&C Federation proforma rules, for consideration at the March AGM.

Proposed: Mitch Kirkman

CARRIED

Environment Report

Simon Hurst reported

1. A working bee is coming up.
2. The Principal stated that the school has 2 GAs temporarily to address some issues.
3. Rubbish is an ongoing concern. The SRC are working with students to improve the situation.

Executive Report

1. P&C Executive's authorisation of expenditure of P&C funds since last P&C meeting - Nil

Treasurer's Report

Report tabled

1. Discussion postponed to next meeting (AGM)

Acceptance

The committee reports were accepted.

Proposed: Mitch Kirkman

CARRIED

General Business

1. Reiby Rd safety concerns
 - a. The Principal spoke regarding on site meetings with council, local schools, and P&C representative.
 - b. A pedestrian crossing for top of Reiby Rd was verbally agreed to, however issues with this causing traffic build up and new safety concerns were raised.
 - c. The option of an alternative site for the crossing near The Avenue was proposed.
 - d. There will be a meeting on site with council on 25 February.
 - e. The council informed Tracey that they have not yet received a Warrant Report.
 - f. The lower half of Reiby footpath has been repaired, but not top half.
 - g. The next Council traffic meeting is 21 March.
 - h. The need to attend general council meetings in public to lobby for improvement was raised.
 - i. Councillors to be invited to a special P&C meeting at school re road Safety Concerns - Principal and President to coordinate a time. Possibly 25th March.
 - j. The option of inviting media was discussed but decided against in order to not "ambush" council
 - k. Letters to be written to Lisa Miscamble, General Manager Hunters Hill Council. P&C can promote to parent community to write letters to Lisa Miscamble to highlight parent concern.
 - l. The possibility of a survey was discussed.
 - m. Options for volunteers to shepherd children across intersections were raised. These need pedestrian crossings however.
 - n. The possibility of reducing the speed zone to 40km on Reiby Rd was raised.
2. An SRC proposal was submitted to the P&C to fund recycling bins for each classroom (40) plus wheelie bins for recycling. Total \$585.

Motion: To fund the SRC recycling bins to the total of \$585

Proposed: Mitch Kirkman

CARRIED

3. P&C information desk for OpenDay: Call for volunteers to be sent out.

Actions

1. Interim uniform shop sub-committee to meet to consider draft rules for P&C sub-committee(s).
2. Councillors to be invited to a special P&C meeting at school re road Safety Concerns - Principal and President to coordinate a time. Possibly 25th March
3. P&C can promote interested parents to write letters to Lisa Miscamble, General Manager Hunters Hill Council regarding pedestrian safety.

Meeting Close

The meeting closed at 9:20pm.

Next Meeting

- Term 1, Week 7 - 11 March 2019 - AGM and Regular Meeting

Upcoming Events

- HHHS Open Day, Saturday 2nd March 2019 - 12pm-3pm.