



## President's briefing paper Term 4, 2016

*This report provides the background for the planning meeting to be held with members in term 4 (T4), 2016. Its purpose is to brief members so that they can consider information and gather their thoughts before the T4 meeting.*

*Sections 1-3 provide P&C context on the meeting approach, the questions for discussion and 2016 investments.*

*Sections 4-7 provide school context on specialist programs within the school day, extra-curricular activities outside the school day, school policies and school facilities.*

### **1. The T4 2016 meeting is structured to gather members' opinions on P&C priorities for 2017**

- 1.1. This T4 General Meeting is the last meeting before the 2017 Annual General Meeting (AGM) and the election of the 2017 P&C Executive. It is a perfect opportunity for members to suggest priorities and activities for the P&C in 2017. The current P&C Executive will use members' suggestions to draft an Annual Operating Plan (AOP). The 2017 AOP should be presented at the 2017 AGM for approval by members and be delivered by the 2017 Executive.
- 1.2. The meeting has been designed around the World Café concept. The World Café approach<sup>1</sup> encourages people to contribute their own opinions in small group discussions (4-6 people per table) so that the larger, combined group can identify the collective wisdom in the room.
- 1.3. I have taken part in business discussions run as World Cafés. I found the approach excellent and I would like to try a World Café for the term 4 P&C meeting. It provides a space for everyone to share their ideas within a small group and is particularly useful for big questions, the hard questions that people are struggling with.

### **2. P&C planning in a World Café – these are the big questions on the café menu**

#### **2.1. Starter – 2017 priorities**

Why do you care about what the P&C does in 2017? What's important to you? What needs our immediate attention going forward?

#### **2.2. Entrée – Volunteering**

What would make busy people volunteer their time and skills? What unique contribution can you make going forward? How can we support each other in taking the next steps for our P&C?

#### **2.3. Dessert – Fundraising**

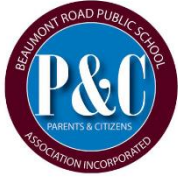
How do we want to raise funds? Which of our fundraising events do you love and which should we replace with something else? Would you prefer to make a voluntary, tax-deductible contribution instead?

#### **2.4. Coffee and mints – School's priorities for 2017**

How can we promote a lifelong love of learning? How do we improve academic performance?

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<sup>1</sup> <http://www.theworldcafe.com/key-concepts-resources/design-principles/>



Are you content with the specialist programs (section 4) and extra-curricular activities (section 5)? Which school policy should be reviewed first (section 6)? Any more requirements for school facilities (section 7)?

### **3. The P&C has invested \$160,000 in the school year-to-date**

3.1. In 2016, the P&C invested \$160,000 to fund new school equipment:

- \$68,000 to install new playground equipment and \$900 to repair the current play equipment
- \$50,000 to upgrade the canteen facilities so that we continue to meet our obligations as an employer and canteen operator
- \$32,700 on hall ventilation to improve the ambient ventilation system
- \$8,500 towards iPads and iPad accessories for student use in classroom activities
- \$525 for the installation of a basketball hoop

3.2. We are holding a further \$92,000 in project reserves, pending Departmental approval:

- \$46,800 for a bigger and better dual purpose facility for OOSH (Out of School Hours) services and the school
- \$45,000 for a new playground shade structure

3.3. We set a budget estimate of \$30,000<sup>2</sup> to install air conditioning in the school hall, should this be required.

3.4. We always retain \$25,000 as an operating reserve to meet our business obligations as an employer.

### **4. The school currently runs six specialist programs run within the school day**

4.1. The school currently runs six specialist programs during the school day, funded by school finances.

- Mathematics problem-solving
- Music
- Visual Arts
- Spanish
- Computers
- Sports

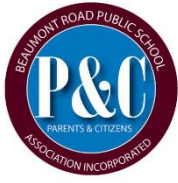
4.2. The Principal wants to know whether parents are content with these specialist programs or whether parents would like to suggest alternatives.

### **5. Parents may choose additional, extra-curricular activities offered outside the school day**

5.1. There are a range of extra-curricular activities that parents may choose for their child. These activities are optional for students and parents pay separately if they choose to enrol their child in one of these programs.

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<sup>2</sup> Provisional minutes GM 17.08.16



5.2. All of these activities are offered and administered by the school except one; the band program is run by the P&C.

- Art
- Band (P&C)
- Chess
- Choir
- Dance
- Soccer

5.3. The Principal wants to know whether parents are content with these optional, extra-curricular activities or whether parents would like to suggest alternatives.

## **6. The Principal wants to create a schedule to review school policies in 2017**

6.1. There are a number of Department policies and school policies. Every school is bound by [Department policies](#), which cover many areas and are set centrally.

6.2. School policies are set by each school and hence may be worded differently. The school policies should be reviewed regularly. BRPS has nine school policies. These are listed below with a hyperlink to each one on the school website:

- [Anti-Bullying](#) – revised Feb 2011
- [Assessment and Reporting](#) – revised Feb 2011
- [Enrolment](#) – revised Feb 2011
- [Homework](#) – revised Feb 2011
- [Internet](#)
- [Prefect Selection](#) – revised Feb 2011
- [School Supervision](#)
- [Sports Selection](#) – revised 2011
- [Student Welfare](#) – revised May 2013

6.3. The Principal wants to create a schedule to review the school policies. He wants to understand which school policies parents want prioritised for review.

## **7. Are there any requirements for school facilities?**

7.1. The OOSH project team is progressing a bigger and better dual-purpose facility for OOHS and BRPS. The Principal hosted an OOSH project meeting in September 2016, when he stated that:

- he has decided an OOSH/multi-purpose room is required and has established a project team;
- the estimated cost of the project is \$300,000;
- he has submitted the project application to the Department's Asset Management Unit and the approval timescales are unclear;
- a final scope must be produced for the tendering process.



7.2. The funding sources include<sup>3</sup>:

- \$140,000 derived from rental income from the previous OSHC provider (YMCA);
- rental income from the current provider (OSHClub), starting at ~\$58,000 per annum;
- a NSW Government grant for \$30,000 that has now been confirmed under the Before and After School Care Fund – Phase 2;
- \$46,800 from the P&C which is the balance from the previous Beaumont Road OOSH Parent Committee.

7.3. There is nothing stopping the project application continuing.

7.4. The Principal has written to the Department, asking for approval on the pre-fabricated building. There has been no reply yet.

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<sup>3</sup> Details from the document "Update on the proposed multi-purpose building" dated 17 October 2016, issued with the school bulletin T4W2