Burwood Girls High School - P&C Meeting
Minutes of Meeting #3/2015: 20 May 2015

**Attendance:** Mia Kumar-Principal, Janina Longman-Deputy Principal, Karyn O’Brien- Deputy Principal, Nick Miller-President, Kerry West-Vice President, Effie Balomatis-Treasurer, Effie Matsas-Secretary, Kathy Kritselas-Assistant Secretary, Perry Kritselas, Helen Dury (and others as noted on the Attendance Log)

**Apologies:** Erin Dib, Deborah Ward, Erhan Erer, Tamra Palmer

**Minutes by:** Effie Matsas

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1. **WELCOME**
   Meeting opened by Nick Miller in the Library at 7.00pm and welcomed guest presenter Gavin Parker – Head Teacher Mathematics.

2. **GUEST PRESENTATION**
   Gavin shared an in-depth presentation detailing Year 7 to Year 12 mathematics. Presentation included – staff members, junior classes and grading, senior classes and options for HSC, mathematics homework policy and suggested amount of time spent on homework at each level, accelerated program starting in Year 9 and pathways for HSC students, current issues and future directions.
   - Maths department consists of 14 staff with some also teaching Science and/or have a dual role in other school capacities.
   - Requirement to grade acknowledges the wide range of student achievements. Grading begins in Year 8 and continues up to Year 12. Year 7 results are used and simply break up classes in 30/30/30/30 class sizes in Year 8 according to rankings. Students are continually reviewed (via assessments) and moved up or down accordingly throughout the junior years.
   - Options for senior maths include:
     - Maths is not compulsory in Year 11/12 - students have option not to study HSC maths.
     - General Maths 1 (non-ATAR subject) – however pushing to make this an ATAR subject.
     - General Maths 2
     - Mathematics 2 unit
     - Mathematics Extension 1 (3 unit maths) – designed for students who wish to pursue further studies eg. engineering or physical sciences
     - Mathematics Extension 2 (4 unit maths)
   - Accelerated maths program starts in Year 9, moving into preliminary maths (2 unit) and working on the Year 11 curriculum in Year 10. Year 11 students then sit for the 2 unit course in Year 11. In Year 12, students only sit for the extension maths. Option to redo 2 unit in Year 12, if students are not happy with the earlier mark.
   - Homework – homework/revision is necessary for all maths levels. On average Year 7s should spend 2 hours per week or 20 minutes per day.
   - MANGA HIGH online maths program will be replacing Mathletics as it is considered as a high school program, whereas Mathletics is perceived more as a primary school program.

**Action:** It was agreed to offer a gift to guest speakers in appreciation of their time - Effie B to organise a small gift (chocolates? / wine? / card)
3. PRINCIPAL’S REPORT - Presented by Mia Kumar

3.1 SUCCESSES

3.1.1 Farewell to Ynping Mak – appointed to Newtown Performing Arts High School.

3.1.2 Ynping Mak replaced by Martin Neville – excellent guitarist (may look at a guitar workshop).


3.1.3 Waiting for the appointment of a new English and ESL teacher.

3.1.4 Advertisement has been posted for new PDHPE dance teacher. Panel will be reviewing applications soon.

3.1.5 Caroline Thompson & Janina Longman will be taking long service leave.

3.1.7 Uniform concerns:
- Proper black leather school shoes must be worn by students. Doc Martins are not school uniform.
- Length of school skirt worn by students has been raised again by parents and bought up by other members of the local community. For presentation as well as a safety element, just above the knee would be appropriate.
- Logo colours to be revised – school logo is blue and white or on letterhead, blue and embossed gold.
- Hats – will be reviewed via parent survey.
- Non-uniform items worn as school uniform.
- Rain weather item to keep girls dry may need to be considered.
- New uniform committee established with student and parent representation.
- Consideration may be given to send uniform confirmation letter to parents to sign.

Action: Any parent thoughts re: uniform issues, can be emailed to the school.

3.1.8 NAPLAN – Power outage affected the NAPLAN program. Year 7 students completed the NAPLAN on Friday instead of Thursday. Year 9 students completed NAPLAN on Thursday as scheduled.

3.1.9 Media reports - Increased number of International students choosing government schools over independent/private schools – BGHS has over 100 international students. A BGHS international student achieved the highest 2014 ATAR of 99.98.

3.1.10 International Day was successful raising $12,000 for charity with media exposure in the Inner West Courier – article attached.

3.1.12 BGHS recognition in raising $4,000 for 40 Hour Famine – article in Burwood Scene.

3.1.12 Trip to Japan – 22 girls and 3 teachers toured Japan in April, in time for the cherry blossoms.

3.1.13 Promotion of the School Plan, now on school web site.

3.1.14 ANZAC ceremonies – Band marched in the ANZAC city march (only government girl school which marched).

3.1.15 School photos have been distributed.

3.1.16 PACFEST – aims to connect with the islands community. Ashfield Boys joined BGHS for Island Time meeting. AB and BGHS will be performing together in PACFEST (an event to engage islander students). Aim to develop leadership skills and learning outcomes.

3.1.17 22 staff involved in TELL (Teaching English Language) course.

3.1.18 BGHS students submitted artworks for R U OK competition, winning both first and second prize. First prize artwork will be printed into post cards.
School also received a specially designed bench to encourage conversations in PGD.
3.1.19 Year 12 jerseys have arrived.
3.1.20 Year 7/8 disco was a great event – wonderful support by prefects from all three schools. Special thank you to parent supervisors. Raised just over $2,000 which was donated to Nepal crisis.
3.1.21 SRC raised $2,000 for World Vision.
3.1.22 Following the School Plan objectives, teaching staff working on performance and development framework to develop three goals which they would like to achieve in their classrooms.
3.1.22 Athletics Carnival was successful.
3.1.24 Jane Caro, author, visited school and worked with the Just Journalism class.
3.1.25 BGHS organised a Leos Club which is associated with the Lions Club – opportunity for leadership and community service.
3.1.26 BGHS attended Lucas Gardens school to assist students.
3.1.27 BGHS attended Mathematics Inspirations at University of New South Wales.
3.1.28 BGHS performed in the Choral Music Concert at the Opera House.
3.1.29 Future Events:
- Variety Night 27 May
- Field Study Day 3 June
- Band Tours 18-20 May and 10-12 June
- IFTAR dinner celebrating Ramadan on 24 June – would like P&C support
- School reports distributed in Weeks 9/10.

4. **PREVIOUS MINUTES**
   P&C Minutes 18 March 2015 were tabled –

   *Motion: Minutes adopted by Effie B and seconded by Perry K.*

5. **GENERAL BUSINESS**

5.1 BGHS School Bus – Executive Committee helped BGHS procure own 19 seater school bus (with side hydraulic lift for people with disabilities, musical instruments and sports equipment). Aim to organise sponsorship from local businesses to assist in the annual running expenses. Drivers do need to have a special license to drive the vehicle. Mia will organise training for GA and teachers who may wish to drive the bus. There is also an opportunity for a parent who may wish to work 1 day a week.

   *Action: Effie M to send out email to ascertain if any parent has a bus license, if they would like to work 1 day per week?*

5.2 From action item: Email sent to parents to ascertain preference for guest speakers. Parent feedback indicated Mathematics - which was presented by Gavin Parker today. Next meeting, Mia has organised guest speaker from the Creative Arts Department. Nick also encouraged parents to email EffieM or himself if parents have other subject preferences

   *Action: As well as maths, parent feedback indicated they would like to hear from art/music and languages in forthcoming P&C meetings.*
5.3 Special guest for next meeting may also include Jodie McKay - follow-up on the Liberal initiative regarding school entry upgrade (see previous month minutes)

*Action: Nick M. to organise Jodie McKay for next meeting*

5.4 From previous action item: School Plan as well as the School Annual Report now available on the school website.

5.5 From previous action item: School hat inquiry could not be followed up with students, as school uniform policy has been a debatable issue amongst students. School shorts have been revamped. Long sleeved shirts (no monogram) are now available.

5.6 From previous action item: payments are available (1) at the front office in person by cash, cheque, eftpos and credit card, (2) by phone by credit card and (3) online by Visa/Mastercard credit card via the "Parent Payment Online" tab on the school's website. Please note: BPays and bank transfers are not available.

5.7 P&C Contributions are being held by the front office. Elaine indicted that previous years’ P&C contributions have always been forwarded and managed by the P&C. Over the past year, monies paid to suppliers by the front office, on behalf of the P&C have already been forwarded/reimbursed to the front office.

*Action: Effie B to organise with Bronwyn to transfer funds to P&C.*

5.8 From previous action item: Marina reviewed emails from fund raising suppliers – fairy floss machines, family portraits, pies, glow sticks (nothing that stands out).

*Action: Marina to continue to monitor emails to see if anything comes in which may be a stand out.*

5.9 From previous action item: P&C paid for bus to take students to ANZAC march.

6. **TREASURER’S REPORT**

6.1 As of 18 March 2015 P&C funds at $24,873.51. Uniform forwarded $20,000 and committee member fees plus interest minus general expenses (disco etc) brings the total to $44,586.07

*Action: Adopted by Fiona and seconded by Alice.*

6.2 **Uniform Shop Report**

6.2.1 Paperwork not available at the time of meeting. Approximate funds at $32,000.

6.2.2 All uniforms are now made offshore and take about 6-8 weeks to produce. Elaine apologised for the inconvenience.

6.2.3 Blazers have now arrived.
7. **CORRESPONDENCE**

7.1 Nil correspondence.

8. **OTHER BUSINESS**

8.1 Advertising – Principal was contacted by a promoter to advertise in the local medical centre, (Burwood Park) via the TV screen in the waiting room. The advert runs for 20 seconds every 8 minutes at a cost of $2,185 for the year. Aim to raise the profile of the school. May need further research – who else advertises, how many doctors, how many patients, etc.

8.2 Ground Improvement Team Working Bee – Next month outdoor furniture suppliers (Emerdyn) and grass suppliers (Safe Rubber Resurfacing) to work together to pull out the existing picnic tables, lay the grass and re-install the picnic tables as well as adding 3 bench seats. After this work is completed, a working bee will be organised to build new flower beds, gardens and maintain existing.

8.3 Environment project - Murals have been funded. Worm farm delivered. However, not sure how to proceed to ensure all departments are working together. Fiona needs to ensure that the project is delivered on time.

*Action: Mia to clarify when the environmental mural will begin and who is responsible to get the mural / garden started.*

8.4 New canteen chairs and tables have been installed and old furniture removed.

8.5 Parent bought up issue with Duke of Edinburgh – re: sign up.

*Action: Mia to find out status from Duke of Ed co-ordinator* 

8.6 Karyn inquired about success of email from the new SENTRAL system.

8.7 New photos of women for the hall are being organised by the Prefects.

8.8 Issue of short skirts was addressed again, especially in band practise.

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**Meeting closed at 8.45 pm - Next Meeting: Wednesday 17 June 2015.**