Burwood Girls High School - P&C Meeting
Minutes of Meeting 5/2015: 15 July 2015

Attendance: 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: Mia Kumar-Principal, Elaine Browne

Minutes by: Effie Matsas

1. **WELCOME**
   Meeting opened by Nick Miller in the Library at 7.00pm and welcomed guest presenter Edward Kent, Head Teacher Languages.

2. **GUEST PRESENTATION**
   Edward began his presentation with a comic u-tube “Learn a Language, it can save your Life”
   - Language department progress since 2014:
     - Re-organised Year 7 languages program.
     - All six languages offered in Year 8 – Chinese, French, Indonesian, Italian, Japanese & Korean.
     - 134 HSC enrolments with 12 language courses (3 extensions) plus enrolments at OHS/SSCL.
     - HSC oral exams start in 2 weeks.
     - Two successful in-country experiences – Bali (2014) and Japan (2015).
     - Two in-country tours in development / preparation – China and South Korea. These tours provide invaluable experience to students studying languages.
     - State Education Minister Mr Piccoli visited BGHS to announce the development of a State Languages & Education Policy – a first for NSW.
     - HSC Korean Beginners will now be offered in 2016 via BoS
   - Language department plans to maximising student outcomes via:
     - Enhance student engagement by broadening, selecting and implementing new technology – Quizlet, Google Documents, Google Classroom (eg. reviewing news articles), QR coding and Edmodo.
     - Promote leadership for learning by building student enrolments in languages and developing student self-management, resilience and confidence in learning senior languages. Reviewing Year 7/8 student data and Year 9 language enrolments will determine uptake.
     - Enhance communications and connections with parents/native speakers/community. Eg inviting language speaking community to engage with students. And promote student achievements - BGHS students from non-Korean backgrounds were awarded 1st, 2nd, 3rd prizes in a Korean Speaking Competition.
     - Use technology to promote engagement, self- motivation and explorations of languages/culture.
   - Slide Presentation of the BGHS Japanese tour – in time for cherry blossoms!
   - Hands on presentation of new powerful technology for students and teachers.
3. **PRINCIPAL’S REPORT - Presented by Karyn O’Brien**

3.1 **SUCCESSES**

3.1.1 Year 7/9 parent, teacher, student interviews went well. 7 minute interview bookings per teacher were trialled. However will go back to 5 minutes interviews as many parents missed out on time slots. Next year new interview system will be linked to SENTRAL.

3.1.2 Blue and Gold Assembly only for Years 7/8/9. Distribution of Blue & Gold Years 10/11/12 organised via the year advisors.

3.1.3 Ramadan information session organised by students for students wishing to find out more about the Islam faith.

3.1.4 IFTAR dinner was well attended by the community.

3.1.5 PAC FEST – Pacific Island Festival together with Ashfield Boys had a positive impact on students.

3.1.6 During school holidays, teachers and students participated in HSC workshops for various subjects.

3.1.7 New music storeroom built by Rotary Club, parents and students over the holidays. Some of the monies were donated by the Strathfield BPW (Business and Professional Women’s) Network (BGHS students have been attending their dinner meetings this year)

3.1.8 Staff development day included a session presented by the “Mind Matters Team” focusing on developing resilience and coping strategies for student mental health, as well as teachers. Another group focussed on embedding formative assessment by formulating strategies to understand if students actually understand the classwork.

3.1.9 Bridging classes for international students are underway focusing on Australian society and culture.

3.1.10 Future Events –

- Canadian principal, Suzana Greenaway visiting BGHS.
- Year 10 subject selection information night 16 July.
- Eid Ul-Fitr will not be marked as an ‘away from school day’ 17 July.
- Regional Athletics.
- Year 10 student interviews for subject selections taking into account student performance, subjects and interests. A team of teachers/advisors/ counsellors interview all Year 10 students, as well as Career Advisor and assisted by the Career Voyage program.
- HSC Drama Showcase 27 July 6pm.
- Year 8/10 parent, teacher, student interviews 23 July.
- HSC Body of Works and Textiles Exhibition in Hall 28 July
- Trial HSC Weeks 4 & 5
- Year 11 Jindabyne skiing excursion or work experience end of Week 5.

3.1.11 Nadia Homen has been selected as one of 9 UNICEF Young Ambassadors.


*Action: P&C recommended HT Teaching & Learning: Technology (up skilling teachers, reviewing new aps for different departments, training students).*

Note – Janina indicated that there will be a focus/push on community volunteer program for Year 10 students as opposed to work experience which does not fit in with the current environment as most girls partake in HSC studies.
4. **PREVIOUS MINUTES**

   P&C Minutes 17 June were tabled –

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

5. **GENERAL BUSINESS**

   5.1 **Update BGHS School Bus** – Require drivers. Some paperwork to be processed – registration completed. Driver training may need to be done by outside agency. There is an interest by teachers to drive. Need to organise sponsorships for ongoing running costs - Perry, EffieM and Nick to work together to come up with ideas.

   *Action: Perry to send email to Nick and EffieM. EffieM to email request for drivers and sponsorship to Diana for EVENT.*

   5.2 **Ground Improvement Project Works** - Effie M presented before and after photos. Work progressed over the holidays. Contractors, Safe Rubber Surfacing worked on Friday, Saturday, Tuesday and Wednesday, Rain set works back, so works continued over school days Tuesday and Wednesday. Cost of works $13,000 which included the removal of the picnic tables (tables angle grinded and spikes removed) and moved to asphalt. Removal and disposal of concrete footings, construction of raised planter box around camphor laurel, low triangular garden bed installed, area levelled, and laying of 115 square metres of synthetic grass. Picnic tables were not returned to the area, however they are not secured in ground and school can move them as they wish.

   Note: Mia agreed (via email) that the school would fund 50% of the cost of the raised planter box around the camphor laurel as the exposed root system was an OH&S issue.

   Over the 4 days, the following issues were observed:

   - Significant amount of leaves and debris were in the gutters along pathways. During the rainy days the water poured off the gutters like waterfalls and onto the ground/dirt causing indents, so much so that storm pipes were exposed. Grass has now been installed over this area and it is a concern that if the gutters remain clogged then the over pouring of rain water will destroy the new grass.

     *Action: Janina will look into cleaning of gutters.*

   - Drains under the down pipes along the pathway were also clogged with debris, rocks, leaves and rubbish resulting in rain water poured onto the pathways. Newly installed grass may stop this from happening, however may need someone to check that drains are free of rubbish.

   - While the “girls are away the mice/rats will play” – 4 sightings of very big mice/rats while we were working over the holidays. Does school have a pest control program?

   - Issue with girls leaving rubbish behind (even on grassed area) after recess/lunch. Janina advised this is an ongoing problem. Perhaps advise girls that their rubbish attracts rats?

   Next steps – P&C agreed to purchase 1800x1800 to be ordered from Emerdyn. Working bee to be organised end of Term 3 to maintain existing plants, plant in new planters and landscape the long triangular area between the main pathway to the hall and the asphalt.

5.3 **Guest speaker for next P&C** – suggest English.
6. **TREASURER’S REPORT**

   6.1 As of 15 July 2015, P&C funds at $44,465.00. P&C agreed to pay $550 for the music storage – EffieB to get in touch with Genevieve.

      *Action: Nick M proposed, Alice M seconded. Effie B to contact Genevieve, Band Director, to work out payment.*

   6.2 Confusion is terms of the amount of P&C contributions held by school on behalf of the P&C. Effie B sent email to Bronwyn for details.

      *Action: Effie B to follow-up with Bronwyn.*

   6.3 **Uniform Shop Report** – not available. Apologies from Elaine.

7. **CORRESPONDENCE**

   7.1 Nil correspondence.

8. **OTHER BUSINESS**

   8.1 Health Issue – already covered in Item 5.2. Pests on grounds.

   8.2 Alice raised Year 11/12 English assessment tasks whereby assessments need to be marked by 1 or 2 teachers for the whole cohort. It was noted that on previous occasions individual teachers marked own classes (Advance English Year 11). Also, Year 11 students have been writing own names on common English assessments instead of their designated BOS number.

      *Action: Janina to investigate above.*

   8.2 Parent bought up group work assessments, whereby assessments are based on the group, rather than individual work produced. Eg PDHPE Year 10.

      *Action: Karyn will investigate with head teachers how the contribution of each student is assessed within a group project.*

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Meeting closed at 8:40 pm - Next Meeting: Wednesday 19 August 2015.