



Band Committee Report 2020 Term 3

band

band@manlywestpandc.org.au

Band Committee Meeting, Term 3, Wednesday 5 August 6.30pm

In Attendance:

Penny Coucill – Band Director
Virginia Esparraga – Teacher Liaison
Nicole Macnicol – Band Coordinator
Emma King – Band Convenor (apologies)

Band Membership

As at 1 August there are 177 students enrolled in the Band program, down from 193 in January.

Training	60 (69 in Jan 2020)
Intermediate	46 (51 in Jan 2020)
Concert	37 (39 in Jan 2020)
Performance	33 (34 in Jan 2020)

Semester 1 Payments

There is \$479 outstanding but all other invoices are paid.

Semester 2 invoices to be billed following Committee Meeting on August 4. After consultation with the P&C and Committee it was agreed to go ahead with a \$20 discount for this term after consulting with our book keeper, Gabby who estimated that we had enough profit to be able to offer this discount due to reduced performance capability due to Covid-19 restrictions.

Discussion for Spending:

Discussion: Drumtech platform quote - \$1452 – drum kit stand: saving considerable time and effort for kids plus OH&S issues – the Committee confirmed with Penny that this had been ordered but no delivery date established as yet.

Discussion: Penny to obtain a quote for a stand for the keyboard we have had in storage and for a purpose built percussion box. We confirmed that this item is on hold for now

Discussion: Plans for the re-purposing of storage in the band room, more efficient storage and also cross purposing of the kitchen for P&C requirements/BASC needs and Band needs – we discussed end of last year but wondering about proposed plans?? (as per discussions with Tony Falzarano)

Nicole: to follow up

Reporting on Events for Term 2, 2020

There have been no events for Term 2 due to Covid-19 and most of the term was home learning. Although Band has returned on site, sectionals and private tutorials are still being held via Zoom or Facetime. The school will review in Week 5 once building works are complete.

We do note however that an online platform was offered, at great time and effort expense by Penny and Nicole:

- Zoom band rehearsals: less face time in actual rehearsals due to sectional times, but we did have great feedback to say that the students engaged with each other well and in a different format to how they would engage their “friends”
- Zoom sectional rehearsals: Not all could attend due to family/situational circumstances
- Smart Music: was provided as an additional tool to engage students particularly during isolation
- Google Classroom Communications: for Penny & musicians
- Private Lessons: Most tutors continued without issue online via Facetime or Zoom. The drop off rate was low during this time.

We acknowledge that there was a large variety of family and personal situations to contend with during the lock down period of Term 2 together with the slow return to full band rehearsals and face to face tutorials. The Band program will welcome back all without pressure should they choose to return any time this year.

Tutor contracts

Sectional tutor contracts have still not yet been issued for 2020.

Nicole will talk to Tracey Martin, P&C President.

Dates for Term 3:

26 August: Band Photos- Nicole to follow up regarding uniforms. Speak to Ashleigh re sales to and determine whether we go ahead with photos in band uniform or school uniform

7 August: Education Week: Bands were recorded for small performance contributions

School Spectacular: Week 9 – speak to Christie Mac about this – will it be recorded and/or live streamed?

Apparently CB and PB will have 2 songs each and the theme is “Journey and Adventure”. Would be nice for parents to see their kids

UNSW Bands Competition – is going online. Entries to be filmed and uploaded by Friday October 20. Contact Julie Organ for permission for filming and ask Tanith for filming (we can pay her)

Ideas for more parent exposure: Maybe filming some rehearsals

Band Camp 2020

Band Camp for 2020 was sadly cancelled due to Covid-19 restrictions.

Dates for Upcoming Committee meetings 2020

Term 4: Mon 19 Oct



Canteen Committee Report

2020 Terms 2 and 3

COVID impact on canteen

Term 2 seriously impacted the canteen's revenue due to Covid lock-down, effective March 27th. On-line lunch orders were provided once students went back to school but over-the-counter service was not offered, hence major decline in revenue.

Term 3 saw the canteen reopen however orders have declined and recess sales are almost non-existent compared to Term 1. This may be due to parents providing their children with a full lunch box. (similar during lockdown, when no canteen service was available)

Staff were impacted by new procedures with regards to handling money, wearing masks during service periods and vigilant hygiene practices imposed. The Safe Code of Conduct procedures have been working well and as a result, we have seen greater confidence in parents/carers returning to volunteering in the canteen.

Paid casual staff have also been put on hold temporarily, until the Job Keeper allowance has been discontinued (end of Sept), in an attempt to conserve funds and utilise volunteers first.

NEW OVEN PURCHASE

Due to relentless demand for chicken wedges, one of the two ovens available is fully utilised each lunch time with heating wedges. This means that no new hot food items can be offered as the second oven is utilised with existing items.

Therefore, a new oven purchase has been proposed and will be funded by last years allocated budget. The only additional consideration is whether a new fuse board is required to support the additional electricity usage, however this is currently under investigation and will be put through the P&C prior to purchase approval.

NEW FOOD ITEMS

Recently (in Term 3) salmon sushi has been introduced which has sold well with older Year 5 & 6 students.

Once the oven has been implemented, new items such as 3.5 star sausage rolls may also be offered.

HEALTHY CANTEEN REVIEW

The Healthy Canteen review is due this year which ensures MW still complies with revised canteen legislation. As part of the preparation, it has been discovered that the canteen is unable to use the eggs laid by the school chickens. The Dept of Primary Industries has sent a directive that schools must comply with Biosecurity control order 2020. Some of the measures include a designated "production area" mapped out, register of all visitors to the chicken coup and disinfectant shoe bath for everyone who enters the area, as well as all eggs would need to be checked for cracks and stamped prior to use. Therefore, it is easier to buy the eggs rather than implement all procedures required. This is very disappointing for both the canteen as well as the Kitchen Garden Committee.



Environment Committee Report

2020 Terms 2 and 3

LABELLING DAY– WAR ON WASTE INITIATIVE

The P&C, the school exec and the students are working collaboratively on ways to reduce the piles of lost property items.

Initial discussions were held at the school environment committee meeting in Term 3 where P&C representatives attended. The concept was presented at the week 5 Student Representative Council Meeting.

The SRC voted unanimously to hold the labelling day for hats and jumper, jackets etc. This will take place after the school assembly in Week 6 and will continue at the beginning of each term to ensure all new uniform items are labelled.

Lost property items will be monitored by students following the labelling day and the SRC will consider including other items if this program is successful.

Alternate possibilities for uniform items could be a tagging system – however this is an expensive exercise and the cost will need to be passed onto parents.

WASTE FREE WEDESAYS – WAR ON WASTE INITIATIVE

Initial talks were had with the school about Waste Free Wednesday's. The canteen coordinator and both canteen managers have been consulted to see how the canteen can support the program.

Further discussions will be held to explore how this project can be trialled in Term 4.

THE SUSTAINABLE 7s – WAR ON WASTE INTIATIVE

Re-think, Re-fuse, Reduce, Repurpose, Reuse, Recycle, Rot (compost)

A new awareness program promoting the Sustainable 7's commenced in Term 3. This program will continue until the end of Term with a combined message at the end of Term to encourage parent and student adopting during the holidays.

Many thanks to Sarah Bickford for her weekly contributions.

PAK 360 - WAR ON WASTE INITIATIVE

This project is on hold and a new grant application will be submitted in November 2020. The Environment Committee will continue to consider alternate ways to support the War on Waste at MW.

WORKING BEE

The planned working bee for the year 6 garden area is on hold due to Department of Education restrictions.

GREENING THE SCHOOL

The P&C environment committee has been invited to participate in a school program for the design of a new garden area. This program will include maths and science curriculum activities.

DRINKING WATER ON THE OVAL

A review to assess water access around the school was completed prior to the 2019 MW Carnival to complete the carnival mud-map. The findings identified the lack of water near the oval. This posed health and safety issues particularly during school sport activities, PSSA training, general play at recess and lunch and by the BASC for activities.

A Grant Application was submitted to gain funding for the installation of a combined bottle refill and water fountain station. Successful grant applicants will be advised in November. The project will proceed with P&C funding should the grant not be successful.

The unit will be installed on the outside of the hall facing the oval as plumbing lines are already available to access.

An overview was discussed with the SRC in 2019 and a presentation was made at the 2020, Term 3, Week 5 meeting. The SRC voted unanimously to support this project.

COOLER CLASSROOMS – P&C SUPPORT

Now that the electrical upgrade has been completed, the cooler classrooms project can proceed. The Environment Committee will request that the 2019 P&C Building Fund contributions will be used for this program to the value of \$40,000.

The school has registered for the cooler classrooms funding and is still on the waiting list.



kitchen
garden

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Kitchen Garden News 2020 Terms 2 and 3

THRIVE – THE MANLY WEST KITCHEN GARDEN COOKBOOK

Sales of Thrive resumed in Term 3 with sales through Flexischools and the uniform shop. Publicity commenced in Week 3 in the newsletter, via Flexischools messages, and on the MW electronic noticeboard.

Many thanks to Angie Penn, Jess Kirkham, Carolyn Miles and Tracey Martin – and of course the Ashleigh Searle in the uniform shop for her support.

COVID IMPACT ON THE KITCHEN GARDEN

Term 2 was a little slow in the garden due to home schooling and the return to onsite learning took place. The team continued to maintain the garden to ensure it was ready for when the student program was reinstated. All programs were fully reinstated at the start of Term 3 and the garden is now being fully utilised.

KG MAINTENANCE – OUR TEAMS

We are looking at ways to support Angie in the garden as Kate Raynor, as our casual maintenance staff member resigned in Term 3 to concentrate on a new business venture.

VOLUNTEERS IN THE GARDEN

Julie Organ, school Principal approved the continuation of volunteers in the kitchen garden as they work independently and support a school curriculum activity.

New safety procedures were implemented to ensure a COVID safe environment for all.

Many thanks to Angie Penn for her dedication to the SAKG.

This report was prepared by Angie Penn, Sarah Bickford and Tracey Martin, P&C President (ex-officio committee member) in the absence of the environment committee.



events

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Events and Fundraising Report

2020 Terms 2 and 3

COVID IMPACTS ON SOCIAL AND FUNDRAISING EVENTS

The restrictions set by the NSW Government and NSW Department of Education prevented several planned events and fundraising activities to take place, including:

- The Easter Morning Tea (part of the MWPS Easter Hat Parade)
- The Mother's and Carer's Day Stall
- The MW Comedy Fest
- The Father's and Carer's Day stall

The approximate lost earning from these events is between \$15k - \$20k.

ENRICHMENT EVENTS

The P&C would like to host and fund these events to support our parent community during a difficult year. In previous years, when they were held on a biennial basis the P&C covered the cost of these talks.

The cost would be funded by the government cash boost bonus.

- **Interrelate Talks**
These talks have been postponed until Term 4 and will most likely be held via Zoom.
- **Cybersafety and Preparing for High School – by Dr Michael Carr-Gregg**
The scheduled parent and student talks by **Dr Michael Carr-Gregg**, leading adolescent psychologist will proceed in Term 4 as planned with Zoom being the most likely platform. The P&C has been promoting recent talks by Dr Michael Carr-Gregg at the request of the school's Exec and the school psychologist. This will provide additional support to the school community and raise interest in the MW P&C hosted event.

CURRENT FUNDRAISING ACTIVITIES

- **Thrive – The Manly West Kitchen Garden Cookbook**
Sales of Thrive resumed in Term 3 with sales through Flexischools and the uniform shop. Publicity commenced in Week 3 in the newsletter, via Flexischools messages, and on the MW electronic noticeboard.
Many thanks to Angie Penn, Jess Kirkham, Carolyn Miles and Tracey Martin – and of course, the Ashleigh Searle in the uniform shop for her support.
- **Entertainment Memberships**
Sales of the entertainment membership continues, and publicity resumed in Term 2 when Government restrictions were relaxed. Publicity commenced in Term 2 in the newsletter and on the MW electronic noticeboard.
This ongoing program is coordinated by Tracey Martin
- **The Athlete's Foot School Rewards Program**
A payment of \$960 was received in June from TAF for their School Rewards Program. We have received a photo of the novelty cheque and the program will be promoted at school assemblies and in the newsletter.
This ongoing program is coordinated by Tracey Martin

FUTURE EVENT AND FUNDRAISING OPPORTUNITIES

The team is considering some fun programs that can be held in keeping with the current restrictions.

These include:

- Spring or Summer sleepover - Brookvale PS had great success with this event during the home- schooling period.
- Concept awaiting from Nicole Hale, contacted via email 14 August 2020.

This report was prepared Tracey Martin, P&C President.



Uniform Shop Report

2020 Terms 2 and 3

UNIFORM SHOP OPENING HOURS AND ORDER DELIVERY

Due to COVID-19 restrictions, the uniform shop doors were closed in Term 2.

With the changeover to Winter uniform Flexischools orders increased. Orders were delivered to classrooms or collected from the office.

Special arrangements were made for new starters to the school.

The use of volunteers was prohibited under the NSW Department of Education restrictions, so the Uniform Coordinator and President assisted where possible. The P&C admin officer also was redeployed to assist with deliveries during the busy transition period.

Extra hours were approved for the Uniform Shop Manager under her contract conditions.

The uniform shop doors reopened in Term 3, starting with the pupil free day at the beginning of Term.

VOLUNTEERS

The NSW Department of Education lifted the restrictions on volunteers and volunteers resumed in Term 3.

A number of parents have volunteered for Term 3 following the new promotion pages in the newsletter – thank you Tracey and team!

SALES

Orders have been fairly consistent despite the COVID restrictions and the home-schooling period during Term 2

YTD sales \$80k (down 8% YoY) with 60% generated through Flexischools as parents were encouraged to move to online ordering

Second-hand item sales have resumed and have been selling well over the past few weeks.

STOCK LEVELS

A stocktake was carried out at the end of Term 2.

Stock levels are slightly higher as certain item (PSSA, Band etc.) have not sold well due to the restrictions.

Suppliers have struggled to meet demand across some items, as their supply chain has also been impacted over the past few months. Outages have been pre-empted through early ordering and ongoing communication. Some winter items ran low and suppliers have produced small quantities to meet demand. The turn-around on these small orders is three to four weeks.

New winter uniforms and several backordered items arrived in the uniform shop. Parents were advised in the newsletter and all backordered items were delivered.

Summer orders have been completed and we are on track for Kindy orientation.

Orders for winter 2021 will be placed at the end of Term 3 to ensure there is sufficient stock to meet demand.

QUALITY AND PRICING REVIEWS

There is an issue with the fabric quality of the girl's blue long sleeve blouses. Ashleigh has contacted the supplier to gain a softer more comfortable fabric for future orders.

There is a pricing difference between the blue long sleeve blouses and the white band shirts. This is currently in review to bring the supplier pricing to a more equitable pricing structure.

DAMAGED SCHOOL UNIFORMS

The uniform shop will no longer be accepting damaged school uniforms which cannot be resold. Sustainable School Wear, a third-party supplier, would previously have taken these items free of charge. This arrangement has changed, where it would now come at a cost, and it was decided funds were better allocated elsewhere.

NEW ITEMS

In Term 3, the uniform shop started selling copies of Thrive – the Kitchen garden Cookbook and better promoting the MW tea towels.

COLLABORATIVE PROJECTS

At the Term 3, Week 5 Student Representative Meeting two items were discussed.

- **Lost Property**
The SRC voted unanimously to hold a labelling day for hats and jumper, jackets etc. This will take place after the school assembly in Week 6 and will continue each Term in Week 2. Lost property will be monitored by the school and the P&C following the labelling day. Alternate possibilities could be a tagging system – however this is an expensive exercise and the cost will need to be passed onto parents.
- **Raincoats**
One lovely student asked whether the uniform shop could sell raincoats.

AIR CONDITIONING

There was a request to install an air conditioning unit in the uniform shop in 2019 and funds were allocated. Now that the school's electrical upgrade has been completed, further discussions will take place with the school for installation requirements.

SYSTEM INTEGRATION

Integrating the Flexishools and Square systems will capture sales and stock numbers more accurately.

The uniform shop would like the P&Cs endorsement to fund and proceed with this integration.

This report was prepared by Ashleigh Searle, uniform shop manager and Tracey Martin, P&C President (ex-officio committee member) in the absence of the uniform shop coordinator.