



2019 Governing Council Committee Reports

Finance Committee, Nicola Morgan, Treasurer

In 2019, we planned for a surplus budget of \$364,872.00 and finished the year with a surplus of \$383,235.96. The end of year budget vs actual variance was an accurate reflection of budgets being expended in line with their allocated 2019 budget.

The school's Material and Services payments are needed to help contribute to the effective financial management of the school. We always ask parents to consider their child's education and contribute in this small way. The school's Material and Services Charge for 2019 was set at \$370.00 with 94% of fees being recovered by December 2019.

Final Notices for 2018 and 2019 M&S Charges were sent to families after Governing Council approved the recovery action in Term 4, 2019. Many families made contact with the school and paid the outstanding amount on their account within the specified 14 days. The final amount sent to DECD Recoveries for 2018 was \$11,095.00 and the final amount for 2019 was \$16,547.50.

The school finance team has spent a significant amount of time assessing the total school fees debt inclusive of school sports, excursions and camps. In 2019, the amount of extra-curricular bad debts written off was \$9150.40 and this figure was a combined total from 2015-2018.

From 2020 extra-curricular costs will now be legally recoverable and we hope this will improve families' commitment to pay and reduce our debtors.

Out of School Hours Care

Out of School Hours School Care (OSHC) recorded a surplus of \$46,869.81 in 2019. This is a really great result and a credit to new OSHC Director, Ben Hepper who has worked relentlessly in chasing debts that were outstanding and turning a considerable deficit into a surplus prior to the year end.

2019 saw an increase to the OSHC fees to bring changes in line with other local providers which in turn has facilitated an improvement in the quality of the OSHC program.

A huge thank you must go to Ben and all of the staff of OSHC for their dedication, expertise and hard work. Thank you to the families and the wider community for the support that OSHC received during the year and the team look forward to working with the children, families and school community in 2020.

Canteen

The canteen has recorded a deficit of \$6,047.99 for 2019. It should be noted that charges for repairs and maintenance, telephone, holiday cleaning, new fridge purchase and Qkr costs totalled \$6,803.87. Taking these in to consideration the Canteen made a profit of \$ 755.88.

QKR, our ordering App, continues to ensure that our families are able to order and pay for their orders with ease.

Amanda has held "special food" days in 2019, which have added to the variety of the healthy food the canteen has been able to offer. Please continue to support Amanda in our canteen whenever possible and we thank Amanda for all of her hard work and dedication to the Canteen.

The Balance Sheet and Profit and Loss Statement for all three of Brighton Primary School's companies for Period 13– the School Consolidated, Out of Hours School Care, Canteen will be presented at the AGM on Monday 17th February, 2020. It should be noted that the School Consolidated and the Out of School Hours Care Reports are interim only and will be finalised at our Week 8 Governing Council Meeting in line with Department advice.

Sports Committee, Jan-Marie Cresp, Sports Liaison Officer

Thanks to our committee members for their commitment in delivering another great year for our students in school sport. Our overall number of participants continues to rise due to the introduction of Basketball in 2018.

Thanks to the Governing Council's support of us taking a tighter approach to ensuring payments have been received, which included not allowing students to participate in carnivals or sports teams if there is outstanding sports debt. These guidelines resulted in a high number of payments received, and has set the standard for 2020. At the start of 2020, we have 4 current students with a sports debt of less than \$250.

We also introduced the 2 sporting seasons, Summer Season (terms 1 & 4) and Winter Season (terms 2 & 3). This change had a shaky start and now is seen as the norm, which is great as it saves our coordinators time. We have also increased our Duty of Care with coaches taking record of all attendance and non-attendance at training and games.

Extra-curricular Sports:

- Australian Rules Football decreased from 3 teams in 2018 to 1 Year 2/3 team in 2019. We did have 3 older students play in the Paringa Park team which we received great feedback from
- Cricket remains steady with 6 teams, 3 teams in Junior Primary and 3 in Upper Primary. We thank Mandy Haywood for taking this role on for the past few years. Thanks to David Jones who coordinated this sport without having a child play
- Basketball increased from 8 to 13 teams both seasons (26 teams total). Thanks to Kathryn Watson and Adrienne Crase who have volunteered to assist this rapidly growing sport
- Soccer maintained numbers and welcomed Year 2 players, with 7 teams. Thanks to Nikki and Taz for coordinating this sport over the years. Naomi Sturgoen is taking on this role on in 2020
- Tee ball remains constant with 5 teams in this low maintenance sport
- Volleyball submitted 13 teams in both the winter and summer (26 teams total) with opportunities identified to change our training program, we thank Sharee Jones for her coordination of this sport and thank Danielle Menadue for stepping up and assisting.

We anticipate 2020 will be another big year, which requires coordination and recruitment with Football, Tee Ball, Netball, Basketball and Volleyball needing coordinators or assistant coordinators to share the load.

Julie (Chairperson) Jan-Marie (Sports Liaison)

OSHC Committee, Jan Taylor

Trudy Stewart-Cooke resigned from the Director's role during term 2 and Ben Hepper won the job as Director of OSHC at that time, while Jed Farquhar 'acted up' as Assistant Director. At the end of the year Jed resigned to go and work with his father, so Georgia Mitchell and Jack Williams took on the shared role as ongoing Assistant Directors. Ben has organised up to date training in a variety of areas for his team.

Within 7 weeks of Ben being appointed Director, the Education Standard Board came into assess OSHC. They received working towards NQS in Quality Areas 1, 2, 6 and 7 and Meeting NQS in Quality Areas 3, 4 and 5. The overall rating was given at Working Towards NQS, with only minor adjustments to be made. Ben has spent a lot of his time chasing up and sorting out payments with Centre Link and CCS. He introduced a new electronic sign on system for parents which has helped with billing.

Before and After School Care numbers have climbed dramatically, with a predicted 32 new Foundations to enrol in OSHC at the beginning of the 2020. Vacation care has also been a success with numbers increasing dramatically-enrolments up 25%. This has been due to a change in the program and children wanting to come. Numbers have increased by 50% for some mornings with an increase of 15% in the afternoons.

Space is becoming a premium with OSHC now having to spread out to the Hall, STEM space, and computer pod in LA4. New uniforms designed by staff were purchased. Walkie Talkies were also purchased to improve communication between staff on duty. The Building was painted on the inside during the Christmas break.

Credit must go to Ben and his team for the great effort that they are putting into running OSHC. There is no doubt, that through Ben's leadership, our OSHC has transformed into a thriving, growing and popular service, very much enjoyed by our students.

Innovations and Technology Committee, Adam Coulls

The major focus for the committee throughout 2019 was around the continued development of the blog, ConnectEd@BrightonPS. The committee oversaw the process of resolving the issues of reliability of the Daily Digest emails. The outcome was achieved with particular thanks to Adam Keily's specialist input around the various technologies blocking the emails as spam.

Significant discussions were also had about future planning of ICT for Brighton Primary School. This was centred on developing two separate 3 year plans.

The first of these plans was around the refresh cycle of Interactive Whiteboard Technologies (IWB) in each classroom. This plan saw a significant number of screens replaced with new interactive LED panels with wireless connectivity for all classes in LA2 during 2019 and will see the majority of others in the school being replaced in 2020 with the exception of LA4, the hall and the staffroom. LA4 was deliberately left off the schedule due to its inevitable demolition and the replacement building project likely to cover the new technology.

The second of these plans was around staff and student devices. This plan is still in development with a large number of considerations to still take place. These include:

- Year 7 to High School Transition
- Development of a BYOD program
- The investigation into lease arrangements
- Student number projections past 2021.

The committee received a copy of the independent network audit report the Department engaged which returned a very favourable overview of the infrastructure in the school. The committee acknowledged the two recommendations that came from the audit and agreed that they form a part of the budget for 2020 and take place as early in 2020 as possible. The recommendations were to upgrade the backup solution capacity for future requirements and to change the interface modules at each end of the fibre cables throughout the school to make use of the full bandwidth of the new cabling.

Finally the committee wishes to acknowledge the long term commitment of Richard Cawley to the IC&T committee as well as Governing Council.

Parents and Friends Committee, Lisa Badenoch

The BPS Parents & Friends committee had another busy and successful year. We purchased a washer for the front office and upgraded the schools sound system for assemblies. We organized casual day fundraisers for Footy Colours Day, which raises funds to support kids with cancer and also participated in

Backpacks4SAkids for the first year, which provides resources for children during periods of dislocation from their homes.

The P&F committee held the annual Easter day raffle and whole school disco, which are always very popular with the students. We set up a Mother's Day & Father's Day stall for the students to purchase gift bags for their parents/carers. P&F like to give back to the school community so we gave each child an icy pole to celebrate the end of summer and put on a sausage sizzle for each student at the end of winter.

Thank you to all those who help us throughout the year whether it be with your time in helping organize our events or supporting our fundraisers.

Canteen Committee, Jo Davies

The Brighton Primary School Canteen had a successful year closing the 2019 year with a Profit and Loss deficit of \$6,000 however balance of Total Equity was \$39,000. It should be noted however that the repairs and maintenance, telephone, cleaning, new fridge purchase and Qkr costs totalled \$6,800. Taking these into consideration the Canteen made a profit of \$800.

The Friday 'Bakery Days' are extremely popular and while not a lot of profit is made on individual items sold, the number of items sold make it a good income stream for the canteen. Profit margins were also helped by the ongoing support of the school community on special days.

These included:

- Sports Day – breakfast BBQ/sausage sizzle
- Sweets and treats (one per term)
- Hot dog days (twice per term)
- Various catering opportunities for staff events
- Internationally themed week (fourth term)

These were all possible with the assistance of parents and members of the school. Volunteer numbers continued to grow over the year with some ongoing regular volunteers. A few regulars stepped up and filled in when Mandy was ill which was appreciated.

Brighton Primary School Canteen did run at a loss overall for 2019. There were some large costs like a new freezer (\$3000) contributing to this figure. To combat this we are assessing all costs. Small price rises will be implemented in 2020 and the canteen will return to a more traditional menu as an attempt to increase orders. We are also investigating options for more 'Special Day' orders like Harmony Day.

We would like to thank all volunteers, staff and the general community for your ongoing support of the canteen.

Thank you to Mandy who is always willing to give it a go and is smiling while she does it.

We look forward to a more successful 2020.

Centre for Deaf Education, Catharine Carlin

2019 was a very successful year for our CDE with many positive community connections made between our CDE and Warradale Kindy's IPP program. Our 12 CDE students engaged in all aspects of learning alongside their hearing peers, including taking on Student Executive roles, Ambassadors and 'Techspert' roles.

Special highlights:

- The CDE students renamed their group "The Deaf Adventurer's – (no limit)". The "no limits" reminds Deaf and Hard of Hearing students that they can adventure through the world without any limitations.

- In 2019, our Year 1/2/3/4 CDE classes got together on weekly basis for their “Stretch and Grow” sessions. These sessions had a strong literacy focus on writing, providing our CDE students the opportunity to strengthen their writing skills.
- In 2019, 4 of our CDE students graduated from Year 7. 3 CDE students will be attending Adelaide HS CHI and 1 student will be attending a Special Options class at Reynella East College.
- The CDE offered basic Auslan classes for parents, families and friends. The Auslan classes were run fortnightly by Gavin Connor, one of our Bilingual Student Support Officer (BSSO).
- In 2019, it was too hard to choose one student for the Auslan Cultural and Community Award, so 2 Year 7 students received their award.
- Gavin Connor, Bilingual Student Support Officer (BSSO) won 15 permanent hours.
- By the end of 2019, we confirmed 3 new enrolments in the CDE, giving us 11 students for 2020. We will start 2020 with 3 CDE classes and 3 Teachers of the Deaf.

Grounds Committee, Deb Blucher

In 2019 the Grounds Committee took to address feedback from the BPS community survey conducted late 2018. A number of wheels were set in motion, however they were put on hold pending finalisation of the \$5M school building upgrade.

We are always interested in hearing from BPS community members who can contribute special skills or materials to assist us in completing our projects.

Waste Management:

Bin 'banks' consisting of Landfill (Red) and Organics (Green) bins have been set up around the school. Organics bins replace the compost area which has now been disassembled (on recommendation of Holdfast Bay Council).

Butterfly & Sensory Garden:

The previous compost site will be redeveloped into a butterfly and sensory garden.

Junior Nature Play and Learning Space (between LA1 and LA3):

A design was put to the BPS community via the blog to reinvigorate this space.

Artwork on display:

We have plans to affix large panels along the Hight Avenue fence to showcase our students' amazing artwork. Possible Council grant to assist with the cost of this project.

Other initiatives and plans:

LA3 were provided with half wine barrels to grow climbing plants.
Sought an uplift design from a consultant for the Woodlands area.
Plant out along fenceline north of LA1/LA2 (main office building).
Stepped back from Produce Garden to focus on other areas of the school (OSHC temporarily taken ownership)

Grants won:

HoldFast Bay Council – Recreation and Wellbeing Donation \$3k
Federal Government - Local Schools Community Fund \$20k

Thank you!

Thanks go to the Holdfast Bay Council for their support and advice regarding waste management and grant applications. They also provided new organics bins for the yard and classrooms.
Thanks go to Jess Bennett (aunty of a BPS student) for going above and beyond and working with us to design the new Junior Nature Play.

Initial Discussions

Early meetings in 2019 involved:

- Discussions around when the Building Better schools funding would be made available.
- Contingency planning for the extension of use for Learning Area 4 &5 beyond the existing two year extension.
- Discussing the possibility of obtaining loan funding for school improvements, especially for the COLA.

Once the Education Department included BPS in the first round of Building Better Schools (BBS) investment this became the topic that was concentrated on. The Education Department appointed Sensus as Programme and Project Managers for BBS schools builds across South Australia. Sensus have appointed DAS Studio as the Architects for the BPS build - an Adelaide based architectural practice. The Department have identified BPS to be in the first round of investment due to the *Build and Demolish* nature of the project.

19th November 2019: Initial meet and greet with Sensus and DAS Studio.

21st November 2019: A visit to Vitoria was undertaken by BPS representatives, Ian Filer, Simon Froude, Stewart Watson. Schools visited were Fairfield PS, Preston North PS, South Yarra PS, Footscray PS.

From this a *wish list* of what BPS would like was developed, sent to the Facilities committee and presented at Governing Council. Ian took these, prioritised and re-prioritised based on the consultation sessions with students and staff.

Some good points from the school visits:

- Magnetic White Boards
- Bag Lockers on Wheels
- Hide away screens behind white boards.
- Noise transfer when using glass extensively internally mitigated with double glazing and toughened glass
- Large classrooms 65m²
- High ceilings and natural light
- Deck outside classrooms
- Preston North PS split the building into two with large outdoor covered area between
- Classrooms can spill out into break out areas

New Building planning requirements:

- 8 Classrooms
- Large multipurpose *wet* space
- Kitchen - links with produce garden, though not necessarily adjacent to
- Toilets accessible from the oval
- Section of Bluestone, alluding to the character of the original school building.
- Interception / Quiet Room. Withdrawal space. Break Out
- Disability Access
- Deck to surround building
- Office Space
- Add Canteen to new build
- Considering naming buildings before signage is put in place

Learning Area 2:

- New internal windows
- Recarpet, Repaint Reception
- Lift to Learning Area 2 from Learning Area 1 (Disability Services Funding)
- Green Room in Music Area
- No Structural Changes

Learning Area 4 & 5:

- Demolition
- Make Safe Power, but leave where it is. Moving is cost prohibitive.
- Green Area (more discussion over the future use of this area needed between Facilities and Grounds committees)
- Increase size of produce garden

Brighton Road Frontage:

- Re-fence and upgrade

Signage:

- Investigate new signage throughout the whole school

Yard:

- COLA – Re-bitumen of courts.

Playground:

- Will need to be reinstated elsewhere if the current location is chosen for the new build
- DAS Studio and Sensum began the consultation week commencing 25/11/2019 with Staff and students

30th January 2020

From the consultation outputs DAS Studio and Sensum presented the design for the building to the Facilities Committee and Chair of the Grounds Committee