

Wednesday 07 April 2010 – 7.00 pm

MINUTES

- 1. Apologies and Attendance**
- 2. Previous Minutes**
- 3. P&C President's Report**
- 4. P&C Treasurer's Report**
- 5. Principal's Report**
- 6. Proviseur's Report**
- 7. School Board Chair's Report**
- 8. Other Business**

Attachment A - P&C President's Report

Attachment B - P&C Treasurer's Report

Attachment C - Principal's Report

Attachment D - Proviseur's Report

Attachment E - School Board Chair's Report

1. Apologies / Attendance

1.1 Apologies: Nicki Epinay, Delese Brewster

1.2 Attendance: Raana Asgar, Laurence Beau, John Claoué-Long, Lex Clark, Elizabeth Fredericks, Andrea Graziadelli, Greg Low, Vivien Mitchell, Peter Roberts, Sandra Roussel, Rebecca Shee, Francoise Spiluttini, Marina Thompson
Staff: Michael Maniska, Christian Soulard, Kerrie Blain,

President Elizabeth Fredericks opened the meeting at 7.10 pm.

2. Minutes of Previous Meeting

Draft minutes of the monthly P&C meeting held on 10 March 2010 were accepted as a true record of the meeting.

3. Report from P&C President

The President Elizabeth Fredericks tabled and read her report (Attachment A).

4. Report from P&C Treasurer

The Treasurer Sandra Roussel tabled and read her report (Attachment B).

5. Report from Principal

The Principal Michael Maniska tabled and read his report (Attachment C)

6. Report from Provisieur

The Provisieur Christian Soulard tabled and read his report (Attachment D)

7. Report from School Board Chair

The Chair of the School Board John Claoué-Long tabled and read his report (Attachment E)

8. Other Business

8.1 Before and after school care program:

Marina Thompson reported that the audit for the before and after school care program would be completed during the school holidays. Holiday programmes are available now and include sporting activities.

8.2 School grounds

Lex Clark thanked the P&C for the cheques to purchase 4 gazebos and reported on the plans for Montgomery oval. It was decided that Montgomery needs to be promoted as the Telopea Park School (TPS) oval and that signs and fences need to be erected while the oval is rehabilitated.

School tennis courts need repairing and toilet blocks and change rooms are being refurbished.

The Principal together with the P&C President will meet with the RSL which is supportive of the refurbishment of the School's War Memorial. The P&C President is to write to the Chief Minister Jon Stanhope to request funding for this.

Rebecca Shee suggested TPS initiate environmental projects such as a vegetable garden. The principal supports this idea and suggested that when the building works are complete students could drive these projects with support from the teachers as well as parents.

After a request from the floor, the Principal undertook to explore the possibility of parents attending primary school assemblies by invitation for special occasions such as during prize-giving ceremonies.

9. Close

The meeting closed at 8.22 pm.

Raana Asgar
P&C Secretary
04 May 2010

Attachment A - P&C President's Report

I was very pleased to receive a thank you note from Jack Sphar thanking the P&C for allocating funds to purchase new Apple computers for the Drama area.

I have also received personal thanks from Paul Andrews from the PE Department for the funds to purchase a washing machine and dryer and new sports uniforms.

I have been approached by the uniform provider in regard to whether the uniform store would like to stock beanies, gloves and scarves (all in the school red) for the winter months.

In the last issue of Telopea Topics I put out an appeal for people to join the raffle committee and the fete organising committee. I would like to encourage all parents here tonight to discuss this with other parents and encourage people to volunteers. The more helpers we have the easier the work is. I know that the fete is not until November but there is a lot of lead up work that needs to be done. Most of this work can be done via email and very few meetings. If you know of anyone who would like to volunteer to help please let me know.

Attachment B - P&C Treasurer's Report

TELOPEA PARK SCHOOL PARENTS & CITIZENS ASSOCIATION

STATEMENT OF FINANCIAL POSITION AS AT 3 May 2010

	\$	\$
Balance General Account as at 1 January 2010*		141,730.53
Add: Income year to date		5,689.54
Commissions	-	
Fete proceeds	300.00	
Raffle proceeds	-	
Lease fees	-	
Interest	1,747.23	
GST Holding Account	519.61	
Sale of clothing	1,644.46	
Donations	-	
Debtors receipts		
Other	1,478.24	
Less: Expenditure		3,325.92
TPS Grants (see attached schedule)	-	
Grants in aid	-	
Bank Fees	-	
Rent	-	
Catering	113.21	
Fete Expenses	311.68	
Raffle Expenses	64.85	
GST Holding account	95.35	
Other	2,740.83	
Add: Unpresented cheques		586.22
	335	300.00
	336	150.00
	350	10.76
	356	26.73
	363	18.73
	376	56.27
	386	23.73
Cash at bank (Operating Accounts) as at 3 May 2010		<u>144,680.37</u>
Add: Income due		8,662.50
Canteen rent (July to Sept)	2,887.50	
Canteen rent (Oct to Dec)	2,887.50	
Canteen rent (Jan to Mar)	2,887.50	
Operating account - estimated financial position		<u>153,342.87</u>
	NAB - General Account	4,843.30
	NAB - Cash Maximiser	139,837.07
Bank reconciliation as at 3 May 2010		<u>144,680.37</u>

*Accounting for unpresented cheques as at 1 January 2010

TELOPEA PARK SCHOOL PARENTS & CITIZENS ASSOCIATION

2010 CASH BOOK

INCOME RECEIVED

DATE	COMMISSIONS	FETE PROCEEDS	RAFFLE PROCEEDS	CANTEEN RENT	INTEREST	GST HOLDING	UNIFORM SHOP	DONATIONS	DEBTORS	OTHER	TOTAL	
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
28/01/2010										593.00 UNSURE	593.00	
29/01/2010					396.53						396.53	
15/02/2010										150.00 UNSURE	150.00	
26/02/2010					384.00						384.00	
24/03/2010										390.50 UNSURE	390.50	
30/03/2010		300.00	Barlens 2009 refund			519.61	GST I	1,644.46	Commission	239.74	Anglicare & C	2,703.81
31/03/2010					491.16						491.16	
31/03/2010					0.19						0.19	
30/04/2010										105.00 UNSURE	105.00	
30/04/2010					475.35						475.35	
	<u>0.00</u>	<u>300.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,747.23</u>	<u>519.61</u>		<u>1,644.46</u>	<u>0.00</u>	<u>0.00</u>	<u>1,478.24</u>	<u>5,689.54</u>

EXPENDITURE

DATE	CHQ #	PAYEE	TPS GRANTS	Grants in aid	BANK FEES	RENT	Catering	FETE EXPENSES	Raffle Expenses	Fund-Raising	GST HOLDING	MISC.	Cashed	TOTAL	
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$	
18/01/2010	400	The Canberra Times							64.85	Public notice			x	64.85	
10/02/2010	401	Elizabeth Fredericks					113.21	P&C meeting			5.95		x	119.16	
1/03/2010	403	Lyne Simard						311.68	Candian icecream stall				x	311.68	
22/03/2010	404	ACDC (ACT) Pty Ltd									40.40	404.00	Canteen repairs	x	444.40
22/03/2010	405	Total Catering Equipment Repairs									49.00	490.00	Canteen repairs	x	539.00
25/03/2010	406	BCF										1,752.09	Gazebos	x	1,752.09
30/03/2010		Anglicare, dishonoured cheque										94.74		94.74	
			<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>113.21</u>	<u>311.68</u>	<u>64.85</u>	<u>0.00</u>	<u>95.35</u>	<u>2,740.83</u>		<u>3,325.92</u>	

Account summary - Mozilla Firefox
 National Australia Bank Limited (AU) https://ib.nab.com.au/nabib/acctInfo_acctBal.ctl
 more give, less take Monday 03 May 2010 | print | help | security | logout X

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account info. bill payment funds transfer apply now contact us my settings

Account summary

Transaction history
 Statements
 Account details
 Stop cheque
 Re-order book
 Re-order statement

Account summary

You have **17 new message(s)** | Register for BPAY View | Smart Statements
 Register now Your last login was on Sunday 02 May 10 at 4:39 PM

Banking [Export data](#)

account	current balance	available balance *
0082968790230766 082-968 79-023-0766 Transaction history Pay bill Transfer funds Account details	4,843.30 CR	4,843.30
0082968791075737 082-968 79-107-5737 Transaction history Pay bill Transfer funds Account details	139,837.07 CR	139,837.07
Total credit balances:		144,680.37 CR
Total debit balances:		0.00 DR
Net position:		144,680.37 CR

* Account balance listed is the total amount of funds available. Transfers are subject to uncleared funds eg a deposited cheque.

Investment There are no Investment products to display.
Insurance There are no Insurance products to display.

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TELOPEA PARK SCHOOL PARENTS & CITIZENS ASSOCIATION

Grants to Telopea Park School

Description	Budget \$	Paid \$
2010 Allocation		
Primary French Readers	(4) 10,000	
Primary & Secondary Awards	(4) 7,000	
Multi-purpose building	(4) 10,000	
Interactive whiteboards (4 @ \$3,500)	(4) 14,000	
French rources for Premiere and Terminale	(4) 1,500	
Wakakirri	(4) 2,000	
Sport & PE	(5) 3,980	
Pastrol care	(5) 2,690	
Mathematics	(5) 3,890	
Arts	(5) 6,500	
Science	(5) 7,500	
	69,060	0.00
2009 Allocation		
	(2)	
Seismoscope	5,000	5,000.00
Interactive white-boards	28,000	28,000.00
French readers subscriptions	10,000	10,000.20
Primary & Secondary Awards	5,000	5,000.00
Replacement Shade-covers K-6 Area	3,885	3,885.00
Secondary music program	4,750	3,545.00
Art program	800	
Technology	1,420	
Sport & PE	1,120	726.00
Science textbooks	3,970	3,966.00
Artistic creativity	2,000	592.68
	65,945	60,714.88
2008 Allocation		
IT Equipment (wireless network)	(1) 16,000	
Grounds & bicycle storage	(1) 18,000	
Readers audit (Years 1 & 2)	(3) — 2,000	
	34,000	0.00
	169,005	60,714.88
Funds still to spend		108,290.12

Notes

- (1) Carried forward from 2008 allocation; Re-approved 18 November 2009
- (2) Approved 19 November 2008
- (3) Funding allocation removed 18 November 2009
- (4) Funding allocation approved 18 November 2009
- (5) Funding allocation approved 10 March 2010

Attachment C - Principal's Report

Francophonie Week

Last week's Francophonie Week celebrations were significant ones in the life of our unique Bi-national school. EFS Year 7 students attended the flag-raising ceremony at Commonwealth Place with several students invited to raise the flag. Ambassadors and High Commissioners from Francophone countries were in attendance, presided this year by the Ambassador of Switzerland.

In Primary, students participated in a soccer tournament, attended conferences with representatives from some of the Francophone embassies and they discussed and used the ten words for Francophonie 2010. A French mathematics competition, the 'Kangourou des mathématiques' was organised for all Year 4, 5 and 6 students. Staff and students enjoyed this challenge.

In Secondary, a special Francophone assembly was held on Friday. Students led the Assembly with a Powerpoint presentation, drama presentation and musical items. Secondary students worked on the literacy behind the ten words of Francophonie Week 2010. Students also participated in discussion with guest speakers from the Francophonie Embassies and High Commissions.

All students learning French at the school attended the Manuka cinema to see one of the movies of the French Film Festival, 'Le Petit Nicolas' for secondary, and 'Les enfants de Timbelbach' (Years 3 – 6) and 'La véritable histoire du Chat botté', (K- Year 2).

Thank you to all French staff who participated during this week. Special thanks to Patricia Blumstein and Urièle Belaud-Chiron in Secondary and to Karim Houlai and Laurent Delattre in Primary.

School Review Commendations and Recommendations

Following the 2009 Bi-national School Review, the report drafted by our external reviewers has been ratified by the Review Committee and disseminated to the DET, French Embassy and School Board members. The review report is an affirming one for the school, including more Commendations than Recommendations. A summary of key Commendations and Recommendations is attached to this issue of Telopea Topics, in both English and French. The School Review report serves as a meaningful platform in the writing of the school's next Strategic Plan 2010-2013, currently being developed by the school executive, and to be ratified by the school Board later in the year. Any parent who would like to engage with the review findings is very welcome to do so. Please email your comments to: consultation@telopea.act.edu.au

Student Representative Council

I am pleased to announce that the school's Year 3-10 Student Representative Council (SRC) members have been elected. Our SRCs are an important group who have already collaborated to look at our school Values in action. A list of our Years 3-10 SRCs is attached. I would like to congratulate all our SRCs and look very much forward to working with them this year.

School Upgrade

The school's newly-refurbished main reception and front office areas have opened. The upgrade provides a much more welcoming and contemporary feel to visitors. The staff common room has also been refurbished and the school Conference Room is currently undergoing works. These works conclude the DET's campus upgrade program, which has included school toilets, disabled access provision, administration areas and car parking. Work on the new Primary building continues as part of the federal government's Building the

Education Revolution.

Draft K-10 Australian Curriculum

Many of you would be aware that on March 1 the draft Australian Curriculum was launched. The K-10 curriculum in English, History, Mathematics and Science is currently being trialed in schools Australia-wide, prior to its finalisation and release later in 2010. As part of the launch, Deputy Prime Minister Julia Gillard visited Telopea Park School on March 2, and met with teachers and students of Year 8 History. Telopea Park School is a trial school for the draft History curriculum so the Deputy Prime Minister's visit was especially relevant. Parents and community members are actively encouraged to comment on the draft curriculum and may do so until May 23 by visiting: www.australiancurriculum.edu.au

France Exchange Trip

Our Valbonne exchange departed on March 27. Twelve high school students of French, from both the bilingual and Australian streams, accompanied by Madame Blumstein and Monsieur Ngo, are currently in France. This exchange is a core part of the school's extra-curricular offerings and enables students to have linguistic and cultural exposure in-situ, complementing their studies of French at Telopea Park School.

Middle Years Programme

Last week, I was able to attend the International Baccalaureate Organisation's (IBO) 24th Annual Asia/Pacific Regional Conference in Singapore. Telopea Park School has offered the IBO's Middle Years Programme (MYP) since 2006. As part of the IBO's review process, the school is being evaluated in May this year. My time at the conference confirmed our school's truly international character where bilingualism and intercultural understanding play a key role in the curriculum and cultural life of the school. While many international schools exist around the world, few can boast a student population comprising over seventy nationalities.

With best wishes for the Easter and holiday break,
Michael Maniska
Principal

Attachment D – Provisieur’s report

Exams

Bac blanc will be held at the end of week 1 and week 2 in Narrabundah College for Year 11 and 12 students.

Staff

Isabelle Reynier had to go to France for personal reasons. She is replaced. She will be back just after the holidays.

Nicolas Lefevre, maths and physics teacher, left our school on April 5, he is replaced by Sylvain Malpoux, coming from France, who will arrive on April 27.

It is now time for the recruitment of teachers for July.

Laurent is leaving at the end of July, it will be a big loss for the school.

Further education, collaboration with Lycée Condorcet.

31 march : the Lycée Condorcet has organised a ‘forum des metiers’ (Careers forum) and invited us. Year 10, 11 and 12 students went to this forum. It was interesting for the diversity of the guests (business, environment, engineering, human resources, architecture, diplomacy...) An very interesting initiative and enticement for our students.

I had a contact with the Lycée Condorcet Parents association. They are very keen on meeting the Telopea P&C association. They will come to our fête in November.

Year 9 and 10 students and parents information night on Tuesday 4 May 5:30 pm at Telopea Park School

I will present the organisation of the studies in Première and Terminale, at Telopea next semester and in Year 11 and 12 at Narrabundah College.

Inspector’s mission for Primary school Teachers

He inspected six teachers, organised a French primary staff meeting. He kept a very positive impression of his week at Telopea. Here is the first sentence of his report. “Le lycée français de Canberra est un remarquable outil de travail accueillant des enfants qui représentent de multiples nationalités. C’est aussi un magnifique laboratoire de l’enseignement bilingue franco-anglais et un croisement très riche de la culture française avec la culture australienne.”

Francophonie week

The whole week was very busy with the flagraising ceremony, the French film festival, conferences in Primary and Secondary, Francophone assemblies, work with the ten words of the Francophone week.

Attachment E – Chair of School Board’s Report

Board membership

David Owens, teacher representative on the Board, is leaving to take up a new position in Japan. The DET has annulled the recently completed election process for new teacher representatives and a completely new election will be conducted.

The Board has met twice since the March P&C meeting: once as a regular monthly meeting, and a separate meeting to focus on the recent school review and the 4-year plan that must be developed from it.

Updated Years 7-8 curricula in English and Arts/Technology

The stream of updated high school curricula, being rewritten in line with the IB Middle Years Program and the ACT curriculum framework, brought new English and Arts/Technology documents for approval last month. Both were ratified without further Board contributions, but the English curriculum document triggered an important discussion about the next wave of change which will be required to implement the new national curriculum.

Provision of class texts and other resources

Parent concern about the availability of class texts emerged at the March P&C meeting. Independently, the same concern arose at the Board in relation to the delivery of the English language curriculum, and to the provision of items such as musical instruments in the Arts/Technology area. The issues are complex, with a distinction between nationally set curricula and textbooks in the French system, and more individual school-based curricula on the Australian side - which may vary from year to year and be independent of widely available texts. The drain on school finances from books which become lost or defaced is a factor. The Board will discuss the issue again in May when the subject of parent financial contributions will be an agenda item.

School review and a 2010-13 strategic plan

The latest Telopea Topics published the findings of the 2009 External Review Report, following the joint visit of consultants from France and Australia. On 29 March, Board members held a focussed discussion about the report, the current situation of the entire school, our strengths, areas for development, opportunities, and possible hurdles to progress.

The Executive is drafting a strategic plan for the development of the school towards the next review, which is due in 2013. It is clear from the pace of movement in external factors – a review visit from the IBO in 2010, rollout of the Australian national curriculum, demographic change in Canberra, etc. – that this forward-looking plan will need to be a living document, updated regularly in line with events.

Jon Claoué-Long
Board Chair
7 April 2010