

Telopea Park School Parents & Citizens Association 2011 Annual General Meeting

MINUTES

1. Apologies / Attendance

Apologies: David Fredericks, Kate Sutherland, Muryel Martin

Attendance: Kate Lehane, Katrina Lourie, Nathalie Bailly, Lex Clark, Peter Roberts, Sandra Roussel, Marina Thompson, Andrea Grazziadelli, Jon Claoué-Long, Delese Brewster, Louise Dalglish-Smith, Charmaine Sismomphou, Carol Blake, Laurence Beau, Elizabeth Fredericks, Tony Atkinson, Timo Henckel, Marie Blythe-Hallman

Staff: Christian Soulard, Kerrie Blain, Michele McLoughlin

P&C President Elizabeth Fredericks opened the Annual General Meeting at 7.10 pm.

2. Election of new P&C Officeholders

Principal Kerrie Blain then took the Chair and declared all positions vacant and called for nominations. Details of successful candidates as follows.

Position	Occupant	Nominated	Seconded
President	Elizabeth Fredericks	Andrea Grazziadelli	Kate Lehane
Vice President	Peter Roberts	Laurence Beau	Elizabeth Fredericks
Vice President	Louise Dalglish-Smith	Peter Roberts	Charmaine Sisomphou
Secretary	Kate Lehane	Elizabeth Fredericks	Delese Brewster
Assistant Secretary	Delese Brewster	Elizabeth Fredericks	Kate Lehane
Treasurer	Sandra Roussel	Elizabeth Fredericks	Andrea Grazziadelli
Assistant Treasurer	Charmaine Sisomphou	Louise Dalglish-Smith	Katrina Lourie
Public Officer	Katrina Lourie	Charmaine Sisomphou	Delese Brewster
Webmaster	Peter Roberts (interim)	Elizabeth Fredericks	Nathalie Bailly
P&C Delegate	Marie Blythe-Hallman (1 st term)	Elizabeth Fredericks	Carol Blake
ASC Committee Chairperson	Andrea Grazziadelli	Elizabeth Fredericks	Carol Blake

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Position	Occupant	Nominated	Seconded
	<i>Requires further call for nomination for sub-committee members</i>	<i>tbc</i>	<i>tbc</i>
Canteen	No longer required	-	-
Uniform Shop	Elizabeth Fredericks	Kate Lehane	Delese Brewster
Grants	Kate Lehane	Andrea Grazziadelli	Carol Blake
Fete Sub-Committee	Andrea Grazziadelli	Kate Lehane	Carol Blake
	<i>Requires further call for nominations</i>		
Fundraising/Raffle Sub-Committee	Peter Roberts	Kate Lehane	Katrina Lourie
	Louise Dalglish-Smith	Katrina Lourie	Charmaine Sisomphou
	Charmaine Sisomphou	Louise Dalglish-Smith	Louise Dalglish-Smith
	Katrina Lourie	Charmaine Sisomphou	Louise Dalglish-Smith
Ground Committee (P&C Reps)	<i>Requires further call for nominations</i>		
Safe School/Health Promoting (P&C Reps)	Laurence Beau	Kate Lehane	Delese Brewster
	Debra Porter	<i>tbc</i>	<i>tbc</i>
IT Committee (P&C Reps)	Peter Roberts	Andrea Grazziadelli	Elizabeth Fredericks
	Tony Atkinson	Andrea Grazziadelli	Elizabeth Fredericks
Curriculum Committee (P&C Reps)	Delese Brewster	Elizabeth Fredericks	Kate Lehane
	Piera Carroli	Added out of session	
	Fiona Henderson	Added out of session	
Challenge Committee (P&C Reps)	Katrina Lourie	Kate Lehane	Delese Brewster
Finance Committee (P&C Reps)	Sandra Roussel	Elizabeth Fredericks	Delese Brewster

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AGM was closed by Kerrie Blain at 8pm and chair handed to President Elizabeth Fredericks. AGM will be reopened at a later date to table the financial audit reports of the P&C as well as the ASC Program.

3. Minutes of AGM meeting of 10 February 2010

Draft minutes of Annual General Meeting held on Wednesday 10 February 2010 were accepted as a true record of that meeting.

4. Report from Principal

Kerrie Blain tabled and read the Principal's report (**Attachment A**).

5. P&C President's Report

Elizabeth Fredericks tabled and read the Principal's report (**Attachment B**).

6. Report from Proviseur

The Proviseur Christian Soulard tabled and read his report (**Attachment C**)

7. Report from School Board Chair

The School Board Chair Jon Claoué-Long tabled and read his report (**Attachment D**)

6. Report from P&C Treasurer

The Treasurer Sandra Roussel tabled her report (**Attachment E**).

7. Report from the ASC Sub-Committee

Chair of the ASC sub-committee Marina Thompson tabled her report (**Attachment F**)

8. Close

The meeting closed at 9.10 pm.

The next meeting will be on Wednesday 20 March at 7pm in the secondary staff room.

Kate Lehane

Secretary

16 February 2011

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Attachment A - Principal's Report

The year has started well with many new students in both primary and Secondary sectors of the school. There are approximately 65 Kindergarten students and 140 new Year 7 students as well as about 30 new students throughout the rest of the school.

We have welcomed several new members of staff. They include:

- Kirsten Millar – Kindergarten Australian teacher
- Annie Letouzey-Wattelet – replacing Cécile Pradillon
- Lyn Rule – 7-10 English
- Stacey Tindall – 7-10 PE/Health
- Elizabeth Humphries – 7-10 Humanities
- Farhat Hamid – 7-10 Mathematics and Science

Unfortunately the 7-10 Italian position has not yet been staffed. I am working with DET for a solution to this placement. The Secondary Youth Worker has also not been staffed as yet.

With the release of part of the Australian Curriculum in early December 2010, ACT schools have been asked to start the implementation process in Primary (English and Sciences) and Secondary (English, Mathematics, Science (Years 7 and 9) and Year 7 History). The writing of all TPS curriculum documents (K-10) was completed by the end of 2010 with all documents having been presented to the Curriculum Committee for comment, discussion and editing. I would like to thank all teachers as most staff were involved in this huge task over the past two years. This places TPS in an excellent position to move to the Australian Curriculum and to audit our documents against it. In addition, TPS has been chosen to be a “trial school” to guide the implementation process for other schools in the ACT. This is a huge privilege and we are confident that this is achievable. This is indeed an exciting time to be in education in Australia.

Student Events

- Year 10 Peer Support leaders have been involved in the induction of new Year 7 students
- Year 9 students have been invited to be part of the DET Student Summit for Digital Safety. TPS was also the chosen venue for the launch by the Minister for Education, Andrew Barr, of this Summit on Tuesday 8 February. On that occasion the Press were also present to record the event.

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New Primary Building

- The official opening is due to take place on Friday 18 February without Ms Gai Brodtmann, the Member for Canberra, officiating for the Prime Minister as had been previously notified. The French Ambassador, M Michel Filhol will also be present. Michael Maniska has accepted the invitation to be present to witness the fruition of “his” project.

Section 27 School Fence and Traffic changes

- Work on the fence around the school continued during the holidays, but is yet to be completed. The school has taken the decision to have a similar fence built around Montgomery Oval
- Any parents who are interested in being part of a traffic management committee, please let me know. The first meeting was held last week and the next meeting is planned for Wednesday 23 February at 4pm. The safety of students is a major concern as the road works around the school continue.
- Telopea Inn site has become a work site with the demolition of the building and the building of apartments. It is soon to commence as a construction site and needs to be managed by the school. I am meeting with the developer again tomorrow

Last week I invited any member of the school community to be part of a working party to clarify the criteria for Kindergarten enrolment. (Note that this is a clarification process and not a “change process”. These criteria were written in 2007 and used in 2008 for the 2009 intake. They were extensively debated by the school, members of the community and the French Embassy under the leadership of Michael Maniska).

The position of the Secondary Deputy will be advertised for transfer tomorrow. In the meantime, Michele McLoughlin is the Acting Deputy Principal and Natalie Bray will remain in Room 24 as the Acting Executive Teacher of Student Welfare in Secondary.

DET has experienced problems with the management of our website. We were unable to update the site for the start of the year. I would like it known that this was not something we had any control over and I do apologise for the lack of adequate communication. This is especially true this year as we try to improve our communication with the community. For this reason, I asked for the first *Telopea Topics* of the year to be mailed to all families, together with other important information. I have also asked that families make sure that the school has their correct email addresses for use this year. I would like to know that all

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families have contact with the school to be able to share in the education process with their child/children.

Best wishes to our school community for a happy, safe and rewarding year!

Kerrie Blain

16 February 2011

Teloepa Park School Parents & Citizens Association 2011 Annual General Meeting

Attachment B - 2010 Report from the P&C President

2010 saw some changes once again at Teloepa Park School. During the year we had the change over from Laurent Delattre to Muryel Martin, the Principal Michael Maniska went on temporary assignment to work on teacher recruitment for DET and not long after we got him back he was head hunted to an international school in Sydney. While we were all very sad to see him go we were very pleased when the DET appointed Kerrie Blain as the new Principal.

Primary School coped well with the upheaval of having a construction site in its playground. Last year's Grade 6 class were very excited after many delays to finally get into the new class room just before the end of the school year.

There are changes in the P&C as well. After many years at the school our main Grounds Committee representative Lex Clark has left us. Lex's daughter finished grade 10 in 2010 and therefore he has finished up. I would personally like to thank Lex for all his dedicated work for the P&C and pass on this small token of appreciation.

Jon Claoué-Long has been involved in the P&C for approximately 12 years and with the School Board for the past 6 years. Although Jon still has 4 more years of possible involvement with the P&C we would like to show our appreciation of all his tireless and unselfish work with this small gift. We sincerely hope that Jon will continue to be an active participant in the P&C in the coming years.

Marina Thompson has been Chairperson of the After School Care sub-committee for many, many years. This is her last year at the school and she has stated that she is not going to stand down from her role as Chairperson. So thank you Marina for all your hard work – and I know it has often been very time consuming.

Fete

The 2010 fete was a great success once again. The weather was not fantastic but we still had a very good turn out. A great deal of the success of the day is down to Andrea Graziadelli our Fete Coordinator. Thank you Andrea for all your time and effort. Andrea has performed the duties of Fete Coordinator for the last 2 years and would now like to pass on the reigns to someone else. Please consider taking on this role. Andrea is willing to offer advice and guidance to the new coordinator and fete committee. Thanks also to all the volunteers who help before, during and after the fete. The fete has a fabulous reputation

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through out Canberra and continues to be a big drawcard. Something for people to consider for the next P&C meeting is whether we should reinstate the much loved name of the fete.

Raffle

The raffle was once again an overwhelming success. With the takings from the raffle and the fete we were able to fund over \$73 000 worth of projects for this year. The success of the raffle is due to the donations from families and the local community and the tireless work of Peter Roberts. Peter has run this raffle for quite a few years now, often with very little help. Peter has informed me that he will not be able to put as much work into the raffle this year and would like someone to take over or take on a greater amount of responsibility of the raffle.

Parents Get Togethers

Once again Catherine McGrath organised the parents get togethers at the National Press Club. These events were very successful and a great place to meet other parents with children in the same years as your own. Unfortunately, Catherine's children are no longer at Telopea and the P&C need to make a decision on whether to continue these functions and to find someone to coordinate them. I am hoping that someone will offer to do this as the events are good fun and a great networking opportunity.

2011

What is ahead for 2011?

I believe that a review and update of the P&C Constitution is well overdue and this should be a focus for 2011.

I would like to see greater parental involvement in the P&C so that a lot of jobs are not done by just a few people.

Dates for 2011 P&C Meetings

Annual General Meeting = 16 February

16 March

13 April

11 May

8 June

6 July

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3 August

31 August

28 September

26 October

23 November

Fete = 5 November

Elizabeth Fredericks

P&C President

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Attachment C - Proviseur's Report

Students in the bilingual stream and French Studies:

419 in Primary and 196 in Secondary (included Year 11 and 12 students in Narrabundah). That means a total of 615 students. It is the first time we have a figure over 610 students. I think it is a very healthy sign.

Staff

Cécile Pradillon, one of our Kindy teacher left on January 26. She has been replaced until the end of term 2 by Annie Letouzey who was a casual teacher in our school until now. Annie is teaching in Year 2 (CE1).

Foreign Office inspection

Mme Carta Le Vert, general inspector of the Ministry of the Foreign Office in Paris came on Monday 07 February. She was part of a mission which came at the French Embassy. She had an excellent impression of the school. She noticed the IWB equipment everywhere in the school and was very impressed by the new building.

Exams dates

Terminale (Year 12): French Baccaalaureat starts on June 20, finishes on July 01.

- Trial 'Bac blanc', week 2, term 2.

Première (Year 11): EAF (Epreuves anticipées du Baccalauréat) on Thursday 23 and Friday 24 June.

- Trial 'Bac blanc', week 1, term 2.

Brevet, Tuesday 22 and Wednesday 23 June

- Oral 'Histoire des arts': week 8, term 1
- Second trial 'Brevet blanc' : week 10, this term

A few parents and students came to me and expressed their concerns about the new exam '*Histoire des Arts*' in Year 9. As from this year, it is a new subject and it will be included in the *Brevet des Collèges* at the end of *troisième*. This subject will be evaluated in the form of an oral. Then I have invited parents and students to a meeting both to clarify the objectives and modalities of this examination and to reassure them.

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The meeting will take place on **Wednesday 23rd of February at 5.30 pm** in the hall.

Further education, projects with AEFÉ and Lycée Condorcet.

Thursday 24th, Friday 25th of February (next week) : a Career adviser from the AEFÉ, Ms Claudie Pion, will come to Canberra. It is a mission we organised with the Lycée Condorcet in Sydney. All expenses are paid by AEFÉ (Agence pour l'Enseignement Français à l'Étranger).

On Thursday 24, she will meet Year 11 and 12 students and families at Narrabundah College. Parents are invited to make appointments through Jean-Marie Amitrano, who is a maths teacher in Terminale and Première and who is in charge of helping our students in their choice for their further education (jean.amitrano@ed.act.edu.au).

On Thursday afternoon, she will hold an information meeting about tertiary education in France for EFS Year 9, 10, 11 and 12 parents and students. The meeting will be held in French.

On Friday 25, she will have appointments with EFS Year 10 families and students at Telopea Park School.

Narrabundah College: works are finished and the new language centre is operating. Our students are not accommodated anymore in the 'shed'. The shed has gone and our students are in the B-building in the heart of Narrabundah College. It is a huge improvement for the welfare of our students. They felt very isolated before and a bit excluded of the 'Narrabundah society'. The library has a new French section, thank you to all teachers who participated for referencing books and to the P&C association who funded a part of it.

To welcome Year 11 students, I will organise a meeting in the staff room of Narrabundah tomorrow Thursday at 5:30 pm. We will introduce the new Principal, Ms Kerrie Grundy, and we will have a visit of the classrooms.

Welcome to our new Principal at Telopea Park School, Kerrie Blain. The lycée Condorcet has invited her for a school visit on the 9th of March. It will be a good opportunity to talk about the organisation of our Education systems.

Christian Soulard

Proviseur, Head of French Studies

Wednesday 16 February 2011

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Attachment D - Board Report to the P&C Association AGM

In my last report as Board Chair I wish to emphasise that Telopea is a leading school, that this is no accident, and that it is up to all of us to build and maintain that leading stance - greatly to the benefit of all our students.

The feature which confers the possibility of leadership is the fact that this school has a definite charter, in the form of the 1983 French-Australian Bi-national School Agreement. Its terms provide the clear goal towards which everyone is working. It also provides for French and Australian government representatives to sit on the Board.

Board membership during 2010

French Government: Pierre Labbe

French Government: Béatrice Chassaing

Australian Government: Susan Northcott

ACT Government: David Croaker

Principal (ex-officio): Michael Maniska

Proviseur: Christian Soulard

Primary Deputy: Kate Sutherland

Secondary Deputy: Kerrie Blain

Student: Divya Kaliyaperumal (Deputy Chair)

Student: Eddie Berko

Teacher: Miriam Box

Teacher: Isabelle Ensuque

Parent: Jon Claoué-Long (Chair)

Parent: Vivien Mitchell

Parent: Nicki Epinay/James Popple

Last year the Board elected a Year 10 student as Deputy Chair for the first time, an experience which included chairing a formal Board meeting. I wish to thank the whole Executive team for their strong commitment to engaging with parents and the Board. The school community owes thanks to Mary Ryan and the school's administrative team for their strong support.

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At the end of last year we farewelled Michael Maniska, who gave us significant leadership in languages and intercultural education in his time as our Principal.

The appointment of Kerrie Blain to be our next Principal, from her former position as Deputy, is the strongest possible expression of confidence in the direction of the school's development, and of the leadership in depth of an executive group that works as a team.

School league tables

Parents who study the 'MySchool' website already know that Teloepa is a high-achieving school. Our bilingual students are assessed in the French national system also, and achieve above French national norms at the same time. Be aware of the narrowness of the measures: intercultural learning through languages is not measured for these tables, for example. Also be cautious of comparison with "similar" schools – I defy anyone to find a school similar to this one in Australia, or in the world; and our bilingual program's all-ACT enrolment sits outside the catchment-based, social-economic model for "similar" schools.

Enrolment

The leading reputation of Teloepa naturally leads to pressure on enrolments. Kindergarten has seen about two applicants for each place for some years. Year 7 enrolments are increasingly filled by demographic growth in the local area, leaving less scope for out-of-area applicants. Families who are unable to gain enrolment feel the disappointment keenly. The Board is tracking the composition of the annual enrolment to inform the DET of enrolment trends.

School policies and reviews

The 2010 year began with a report from the consultants who conducted the latest 4-yearly French-Australian review of the school. The Board conducted a wide-ranging discussion of the recommendations and has approved a 4-year strategic plan that will guide school development towards the next review in 2013. Separately, the International Baccalaureate Organisation conducted its first review of our authorisation to offer the Middle Years Program in the high school. This delivered commendations and recommendations which will be implemented as we continue to learn how to work with the IBO framework.

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The Australian side of the school is moving from local State-based education towards a centralised national curriculum and system – rather like the French model. A major issue for our new Board will be the increasing complexity of trying to operate a primary school, a secondary school in two streams, and the framework of the IBO Middle Years Program, all within a single school. Parents see a small part of this complexity in the different styles of student assessments and reports, meeting requirements of the Australian, French and IBO systems.

Another major issue will be presented by the ACT government's own review of its high school system, which is likely to introduce significant change in response to current education trends and public perceptions of the government school sector.

Curricula

The Primary School's response to its bi-national mandate is the development of a unique 'harmonised' French-Australian curriculum. In 2010 this reached a completed form across all subjects for the first time. The harmonised Primary curriculum is a landmark achievement that has taken 25 years of intercultural dialogue between successive generations of French and Australian staff. It is widely regarded as a world-leading exemplar for embedding bilingualism and intercultural learning.

French and Australian high school staff are very busy adapting curricula to the IBO Middle Years Program, and are also now taking 'lead school' status in trialling the new Australian national curriculum in some subjects. The Board has approved updated curricula in Languages, English, Arts, Science, Technology, the Arts, and the school's implementation of 'Gifted & Talented' policy.

Bilingual stream arrangements

It is satisfying to note the strong flow of bilingual immersion students from Kindy all the way to Year 9, and their excellent results in *Brevet Nationale* exams.

This year, French Bacalareat students (Years 11 and 12) have moved into new accommodation in the main building of Narrabundah College. Other initiatives for French Bacc students include formal accreditation of their English language proficiency as sought by Australian universities; and improved access to third-language tutoring. Greatly improved information about French tertiary education is attracting more of our students to consider France as their next destination. These improvements are a response to the numbers of Australian students who wish to

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complete their bilingual education with the French Baccalauréat as school-leaving certification.

It remains to communicate these attractions effectively with our Year 9-10 students and families. Meanwhile, our French Bacc students attracted a record five scholarships for Australians to study in France last year.

The program of Café Scientifique debates has attracted huge student, and public, interest and is effectively building the profile of the French presence in the school, and widely in Canberra society.

Overseas exchanges

The ACT Department of Education has a new policy on overseas excursions. Student exchanges with New Caledonia and France continue to be a real strength of Telopea's education identity. There has been less opportunity for students to experience the target countries of other languages: excursions to Japan, Spain, Germany and Italy have not been mounted in recent years.

Informal discussions have commenced with a view to renewing the dormant twin-city relationship between Canberra and Versailles. This could be a valuable framework for future school exchanges.

The inner-city location

This school is increasingly pressured by urban redevelopment, traffic pressures and street safety issues. Intensive construction continues at the Realm Hotel precinct, including a 7-storey apartment block that overshadows the kindergarten playground. The Telopea Park Motor Inn site, opposite the secondary entrance, is being redeveloped as apartments. Commuter parking restricts access to the school by its staff and community. In response, the school has acquired a fence and school access will be managed by new traffic arrangements on NSW Crescent. The school is also enjoying its own redevelopment with the welcome refurbishment of Montgomery Oval, a new primary school building, and upgrades to the car park and front office arrangements.

The next few years will see intensive residential development at the Eastlake site, near the present Canberra railway station. The network of inner-south schools, including Telopea, will be presented with a large increase in the local student population. A possible new school is foreshadowed in the planning.

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During 2010 Telopea Park School acquired ACT heritage listing for the importance of the site, the 1920s buildings, and the unique national capital role as a bi-national school.

The coming year

The new school year begins with a new Principal and a new complement of elected student, teacher and parent representatives on the Board. Please support them and stay in touch with your representatives. They will be guiding a school of real excellence but also of great complexity, not least for the inter-cultural dialogue that must succeed for anything good to happen.

Jon Claoué-Long
Board Chair
16 February 2011

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Attachment E - P&C Treasurer's Report

TELOPEA PARK SCHOOL PARENTS & CITIZENS ASSOCIATION

STATEMENT OF FINANCIAL POSITION AS AT 14 February 2011

	\$	\$
Balance General Account as at 1 January 2011*		151,248.92
Add: Income year to date		984.48
Commissions	-	
Fete proceeds	-	
Raffle proceeds	-	
Lease fees	-	
Interest	572.48	
GST Holding Account	-	
Sale of clothing	412.00	
Donations	-	
Debtors receipts	-	
Other	-	
Less: Expenditure		4,360.60
TPS Grants (see attached schedule)	1,620.85	
Grants in aid	-	
Bank Fees	-	
Rent	-	
Catering	-	
Fete Expenses	2,431.75	
Raffle Expenses	-	
GST Holding account	28.00	
Other	280.00	
Add: Unpresented cheques		2,160.40
	335	300.00
	336	150.00
	350	10.76
	356	26.73
	407	52.06
	427	1,620.85
Cash at bank (Operating Accounts) as at 14 February 2011		<u><u>150,033.20</u></u>
Add: Income due		5,775.00
Rent July-Sept 2010	2,887.50	
Rent Oct-Dec 2010	2,887.50	
Operating account - estimated financial position		<u><u>155,808.20</u></u>
	NAB - General Account	5,618.31
	NAB - Cash Maximiser	144,414.89
Bank reconciliation as at 14 February 2011		<u><u>150,033.20</u></u>

*Accounting for unpresented cheques as at 1 January 2011

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Transaction history - Mozilla Firefox
https://ib.nab.com.au/nabib/transactionHistory/GetSettings.ctl

more give, less take
Monday 14 February 2011 | [print](#) | [help](#) | [security](#) | [contact us](#) | [locate us](#) | [logout x](#)

nab Internet Banking

account info.
bill payment
funds transfer
apply now
mailbox
my settings

Account summary

Transaction history

Statements

Account details

Stop cheque

Re-order book

Re-order statement

Transaction history

* Balances shown on this transaction history may include transactions that are not yet completed and may vary from the balances shown on your account statements.

Select account: 0082968790230766/082-968 79-023-0766 Use the filter for up to 560 days of transactions. [Show filter](#)

Period: 15/01/11 To: 14/02/11 Common transactions explained. [Find out more](#)

Found: 4 transactions Export data

Displaying page: 1 of 1

date	transaction details	debit	credit	balance *
14 Feb 11	INTERNET TRANSFER TRANSFER DEBIT INTERNET TRANSFER	108.00 DR		5,618.31 CR
07 Feb 11	CHEQUE 0000426 CHEQUE Ref #0000426	308.00 DR		5,726.31 CR
02 Feb 11	INTERNET BPAY SITA AUSTRALIA 82415381 TRANSFER DEBIT INTERNET BILL PAYMNT	441.10 DR		6,034.31 CR
27 Jan 11	DEPOSIT CASH		412.00 CR	6,475.41 CR
Debits		857.10 DR		
+ Fees		0.00 DR		
- Credits			412.00 CR	
= Net cash flow			445.10 DR	

To view transactions beyond the dates displayed, adjust your filter settings

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2010 CASH BOOK

INCOME RECEIVED

DATE	COMMISSIONS	FETE PROCEEDS	RAFFLE PROCEEDS	CANTEEN RENT	INTEREST	GST HOLDING	UNIFORM SHOP	DONATIONS	DEBTORS	OTHER	TOTAL
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
27/01/2011							412.00				412.00
31/01/2011					572.48						572.48
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>572.48</u>	<u>0.00</u>	<u>412.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>984.48</u>

TELOPEA PARK SCHOOL PARENTS & CITIZENS ASSOCIATION

2010 CASHBOOK

EXPENDITURE

DATE	CHQ #	PAYEE	TPS GRANTS	Grants in aid	BANK FEES	RENT	Catering	FETE EXPENSES	Raffle Expenses	Fund-Raising	GST HOLDING	MISC.	Cashed	TOTAL
			\$	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$
6/01/2011	.	Genplus Hire						1,882.65	generators, etc					1,882.65
2/02/2011	.	SITA						441.10	Toilet facilities					441.10
2/02/2011	426	Total Catering Equipment Repairs									28.00	280.00	Canteen fridge re x	308.00
14/02/2011	427	Lycee Franco-Australien de Car	1,620.85											1,620.85
14/02/2011	.	St John Ambulance						108.00	St John ambulance services					108.00
			<u>1,620.85</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,431.75</u>	<u>0.00</u>	<u>0.00</u>	<u>28.00</u>	<u>280.00</u>		<u>4,360.60</u>

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Attachment F -TPS P&C After School Care Program Sub-committee Report

Chair: Marina Thompson

Treasurer: John Donnelly / Corinne Horton

Secretary: Andrea Grazziadelli

The Director of the Program throughout 2010 was Katie Molloy.

From interviews in January 2010, Katie was appointed to the Director position. Katie has been with the Program for many years already, as one of the carers for our special needs child, and as one of the After School carers. She took on the role of Director with enthusiasm. Katie studied to be a Teacher, and completed her Degree in the year.

The Administrator for the Program throughout 2010 was Julie Sheedy. Julie has been the Administrator for the Program for several years.

Katie worked with Julie and the carers in the Program to provide a safe and caring environment for the children who attend the Programs offered [Before School Care (BSC), After School Care (ASC), Extra-Curricular Activities (ECA) and holiday programs were also available in the later part of 2010].

Julie Sheedy continued to keep the accounts in check. Ensuring all financial matters were running smoothly. She has been in communication with the P&C Treasurer Sandra Roussel, throughout the year in relation to financial matters. Julie had the auditor booked in for 20th February, however, they have had to postpone this to the 7th March.

Julie has managed the Program's budgeting requirements, and during the 2010 calendar year the Program was able to hand over to the P&C \$20,000, with a possibility of handing over at least another \$5,000, after audit.

Julie has continued to keep a close check on fees coming in, and has kept outstanding debts in 2010 to a minimum.

Direct Debit arrangements are available for parents to pay their ASC fees. Casual bookings are required to be registered for Direct Debit payments, to reduce the additional administrative costs.

John Donnelly left the sub-committee mid year, due to a posting overseas. Corinne Horton was welcomed into the committee and has taken a keen interest in the activities of the Program and financial matters in discussions with Julie.

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Sunscreen roller blinds were installed in the ASC Office, to reduce the heat in this room. It was hoped to have an air conditioner installed by the summer of 10/11, however, this has not happened yet. In the ASC sub-committee meeting, in March, it is hoped to revisit this request.

Blinds will be installed on the sunnier side of the ASC care room, and quotes are called for blinds to be installed on the other side of the same room. The Program has been making enquiries for a new stove (with child safety aspects), to replace the Program's current stove in the Care room. Julie has already checked with Mary, who has given approval on behalf of the school for the installation to be done, at the Program's cost.

During 2010 we had 162 families enrolled in ASC for the year, however, numbers dropped considerably by the end of the year, by about 60 children (well down on previous years).

ECA families were between 85 to 100 families per term.

Surveys of the parents and the children were conducted in Term 3 of 2010. Planning and development of activities will be the main focus for 2011. Thank you to the families who participated in the surveys.

We would like to thank the school and in particular Mary, for working closely with Julie to arrange for suitable rooms for activities and general use throughout the year and the year ahead. For 2011, Mary has allocated rooms for ASC and ECA (under the arches, the hall and the basket ball courts area).

If you would like to know more about the Program, the ASC Sub-committee meets 4 times in the year. All parents of the children in the Program are welcome to attend. First meeting for 2011 is expected to be 9th March, 6.15-6.30pm start.

Thank you,

Marina Thompson

Chair, ASC Sub-committee 2010

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Attachment G - Grounds Committee Report

As the 2010 year comes to an end, there are a range of Grounds projects presently underway around the School which will need to be maintained or developed in the new 2011 year.

- 1. Tree Rings** – the two rings of Oval trees have been re-established with P&C support and funds over the years since 2005, with some Heritage approved 29 Populus Albas and 27 Gleditsia Shademaster saplings being planted and maintained by the P&C with some difficulty. Purchased from Hazelbrook Nursery (Wendy 02 6297 2379) and recently planted by Michael Tillack (0402 159 950) these saplings have struggled against drought, poor soil, the remaining old trees and student predation. A number have had to be replaced over this time, and they will need to be kept an eye on until they are all fully established. There are still a couple of ring gaps which will need to be filled in the future, and the new Primary building encroachment has resulted in another gap.
- 2. Montgomery Playing Field** – Montgomery is hopefully in its final stages of refurbishment with P&C support. The existing Montgomery irrigation system has been refurbished and the old surface fertilised, top dressed and reseeded by Brad van Dam from Manuka oval (0407 072 293). The recent rains have helped the new turf surface to regenerate well, but like all the grass surfaces at Telopea will need to be regularly maintained. In the remaining few weeks of the year and over Christmas, it is planned to add some Couch seeding to toughen the new grass surface, while some additional top dressing will also help smooth the surface. In the meantime, the new playing field boundaries will be established and the new goal posts installed ready to start the new term year in 2011. Engineer parent Shiran de Soya has offered to help in the P&C support of this Grounds project.
- 3. Montgomery Goal Posts** - the new football goal posts to be installed on Montgomery are of the same multi-purpose type (Soccer, Rugby and Australian Rules) already installed on the main Oval a couple of years ago by the P&C. They have already been received and are in store at Telopea. The use of Rugby style posts in particular will require some form of fencing behind the goals to prevent, or at least limit, balls going out on to the roads at both ends of Montgomery. The simplest option would seem to be to install wire netting fences behind the posts similar to those around the Montgomery tennis courts and also behind other goals posts in Manuka and Kingston. Fencing around parts of Montgomery using the same type being installed around the main School at present is also under consideration.

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- 4. Main Oval** – the condition of the surface of the Main Oval is improving after both the P&C and the School carried out refurbishments (top dressing, fertilising and some reseeding) of the main playing surface over the last few years, and the recent rains have helped. Brad is continuing to improve the surface, including the filling of hollows and the removal of tufts of grass where they appear. The cost of refurbishing such a large and heavily used grass surface has placed a limit so far on the need to provide a smooth and accident free surface for children to play on.
- 5. School Fence** – as part of the so-called off-sight developments of the Section 27 development across the road at the front of the School, after negotiations with the School and the ACT Government, the developer DOMA is about to build a quality fence with multiple gates to fully enclose the main grounds area of the School. Some final positioning of gates for student access and control is being resolved, and the new fence should be constructed by the end of this Term. The associated new road construction and traffic control facilities are now planned to be finished by the start of the first term 2011. It is not understood at present what is going to happen with the existing rather battered and apparently Heritage listed Holly Hedge, but there is some indication it (or segments of it) may be retained in conjunction with the new fence. The P&C might then look at ways of enhancing the appearance of this otherwise attractive fence by, perhaps, the planting of other segments of hedge or sections of side garden.
- 6. School Gazebos.**

The P&C now has some 41 Gazebos, made up of 4 White, 5 Red, 5 Green, 5 Yellow and 22 Blue tops. All gazebo bags have now been colour marked with their enclosed coloured top. The folding frames are the same for all, plus there are 3 sides of 3m x 3m White side walls for every gazebo (apart from some sets of 6m x 3m side walls), internal gutters for side by side gazebos (to stop rain running through as at the recent Le Burp), some floors and additional heavy duty ground pegs.

These gazebos are for any use by the School such as the Le Burp Fete and the various sporting (there are the four House colours) and other events and functions. This year (their second year of use), some 10 were also loaned for the French-Australia Pre-school Fete (who then provided some help for Le Burp). While the upside of these P&C gazebos is that they save some \$8000-10,000 per year to hire, the downside is that the P&C has to erect and dismantle them itself. A set of instructions for the planning, erection and re-packaging of these gazebos for Le Burp is being prepared. While not

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complex, there does need to be careful organisation within the limited time and resources available before and after the Fete.

- 7. War Monument** – the World War II monument out the front of the School was originally designed, constructed and paid for by the P&C in 1953. It is now in a somewhat deteriorated condition, and the P&C has proposed to refurbish the monument, with the support of the RSL who supported the original dedication to Telopea Park School members who served in WWII (records show over 42).

A meeting was held with the ACT RSL CEO Mr James Davidson in March this year who indicated that the RSL would support the idea of a project to refurbish the monument. The RSL would also support the idea of introducing some recognition of French and Australian connections in War and the contributions of their respective school students, both in the past and in the future. The Principal supports this project, and the Proviseur has also discussed this concept with the French Embassy who also supports the concept. A joint meeting is now planned to develop this concept and its implementation hopefully during 2011. A P&C War Monument working party should probably be formed to help organise and progress Project. These things take time, and this can be a particularly sensitive issue. This activity also involves the actual front of the School with its garden which presently may also be affected by the new traffic arrangements.

- 8. Bike Sheds** – while the new School building was still under construction, the ongoing issue of poor security for student bikes (holes in the fences, non locked gates), difficult access and damage to bikes in both the Primary and High School bike sheds etc was held in abeyance. The P&C has set funds aside to assist in the rebuilding of functional, accessible and safe bike storage areas as soon as their locations can be finalised. There have also been some parents who have expressed interest in developing a proper bike shed system (eg. Jason Chen in late 2008) and Nick the Janitor has been involved in looking at the design of bike racks and sheds.

The School Grounds Committee is made up of both School Executive and P&C members, under School control but with the P&C acting to both support School Grounds requirements while also acting to provide parent input for particular concerns or to suggest new ideas and opportunities. The Committee has in the past met on both a regular and as required basis, typically every two months or so. However, over the last couple of years the variety of School building projects being undertaken has meant that it has been difficult to initiate Grounds projects which are liable to continual change and control by other organisations outside of the School.

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In 2011, most of these construction and change projects will have been completed, leaving School Grounds which are more or less settled and ready for more active P&C interest and support. For example, there have been regular requests by P&C parents, particularly new parents, to form Working Bees to help build and maintain gardens and grounds facilities.

Other developments such as the introduction of water collection and re-use systems offer opportunities for both improved School efficiencies and School green credentials, particularly where special Grants may be available. The development of the present rather uninteresting School quadrangle and its association with the Canteen has also been a project that has been raised a number of times in the past, but has usually been overtaken by other priorities.

Being a member of, and supporting the Telopea Park School Grounds Committee can be a particularly satisfying way of helping the School in ways that can produce very visible improvements that can be seen by both the School and the ACT communities.

Lex Clark

P&C Coordinator

Grounds Committee