

| Minutes of 9 May Meeting | | | |
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| Subject Matter: | P&C Association General Meeting | | |
| Purpose: | Regular Meeting for work monitoring, reporting, and discussions/ consultation on business arising. | Date: | 09 May 2012 |
| | | Time: | 07.00 – 09.07 pm |
| | | Location: | School Staff Room |
| Attendees: | <ul style="list-style-type: none"> • Emma Burns • Mansoor Ahmed • Drew Baker • Kirstin Langton • Katrina Lourie | <ul style="list-style-type: none"> • Steve Taylor • Christina Morner • Marie Blythe-Hallman • Shelley Coleman • Tania Kriticos | <ul style="list-style-type: none"> • Kay Yarrow • Paul Leslie • Pascal Sillick • Michelle McDonald • Jon Claoue-Long |
| Apologies: | <ul style="list-style-type: none"> • Andrea Grazziadelli • Mignon Bleach • David Fredrick | <ul style="list-style-type: none"> • Delese Brewster • Christian Soulard • Muryel Martin | <ul style="list-style-type: none"> • Tom Kobal (Staff) • Kerrie Blain (Staff, from 8:30pm) |
| References (if applicable): | | | |
| Agenda Item | | Discussion / Actions | |
| 2. | Review and confirmation of minutes of the previous meeting | Minutes of the previous meeting were reviewed and agreed. Minutes provided at <u>Attachment A</u> . Proposed – Katrina Lourie Seconded - Jon Claoue-Long | |
| 3. | Correspondence In/Out | Mail register tabled (<u>Attachment B</u>) | |
| 4. | Business Arising | 1. <u>Status of Action Items</u> | |

Brief:

- I. Traffic Sub-Committee has been formed. Questions raised by the Sub-Committee via the President were read
- II. IT Committee yet to meet with the school
- III. Constitution Sub-Committee yet to form

Actions:

- I. Traffic Sub-Committee to update the P&C at the next meeting
- II. IT Committee to meet with Kerrie
- III. The President to call for membership to the Constitution Sub-Committee through Telopea Topics (current members include Pascale Sillick and Adrian Sancataldo)

2. P&C Records Management

Brief:

The requirements of recording keeping for the P&C were discussed. The President suggested a formal hard copy filing system. The Secretary explained that she had declined taking on this as a task, and wished to stick to the duties she volunteered for and nothing additional. A Records Management Officer Bearer was suggested and a volunteer requested. No one volunteered and it was agreed that at a minimum the Minutes from the meetings should be uploaded to the P&C website, and all Office Bearers keep their own records as appropriate.

Action:

The President to confirm with the previous President and current Treasurer previous practice.

3. Casual Vacancy of Parent Rep on School Board

Brief:

There is a casual vacancy on the School Board. Previous self-nominated parties to be approached to confirm their interest.

Action:

Assistant Returning Officer to approach the three previously interested parties.

4. Lost & Found - P&C Responsibilities

Brief:

Lost and found at end of term goes to the uniform shop and proceeds go to the P&C. Can the P&C take over the management of this issue, currently largely managed by the School. It was agreed that a combined approach was needed and that the children

need better access to the lost and found during the school day.

Actions/ Resolution:

- I. The President to discuss further with the School
- II. The lost and found rack to be brought along to the Family Breakfast so families and check items.

5. P&C Constitution update

Brief: It was agreed that this may take a number of months and needs to be carefully considered and well consulted.

Actions/ Resolution:

Action: The President to approach James and Nick to see if they are interested in being part of the Sub-Committee.

6. Web and contact updates

Brief: The need to update and revamp the website was briefly discussed. The P&C were advised that prior to this meeting the President, Secretary and Webmaster had met to discuss this issue. The number of times the P&C should meet was discussed it was agreed that the previously proposed dates be kept. The need to also update the School website was discussed and Tom advised that the School website would be updated this year.

Actions:

- I. The Webmaster to add previously proposed P&C meeting dates to the P&C website and add to a new 'next meeting' area on the homepage.
- II. Tom to facilitate advertising the meeting dates through:
 - Telopea Topics: Important Dates
 - The School Website and Calendar
 - Front of School Signage
 - Communication Board at Front of Primary Area

7. Woolworths earn and learn program

Brief: The P&C previous voluntary contribution to managing this program on behalf of the School was discussed. This was primarily under taken by the Grants Officer which is a P&C position now vacant. A volunteer was requested but none was forthcoming.

Action:

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| | | <p>I. The President to discuss with Kerrie how this program can be run this year II. The President to call to fill vacant P&C positions and in doing so to make it clear what the roles require III. The Secretary to write to current Office Bearers to ask them to write a brief paragraph about what they do</p> <p>8. <u>Coles Grant</u></p> <p>Brief: Not discussed</p> <p>9. <u>Year 5 Noumea Ballot</u></p> <p>Brief: The recent ballot was discussed and the incident between the confusion with there being no clear distinction between 6 and 9 (6 was chosen and needed to be confirmed because could not be immediately identified as 6). Discussed in the Principals report (<u>Attachment E</u>). It was explained that 30 students means 2 teachers and 31 students means 3 teachers</p> <p>Action: Kerrie and Christian are investigating if they can secure a couple of more spots for interested children who have missed out. There is a desire to accommodate all 35 children.</p> <p>10. <u>Resignation of Vice Presidents</u></p> <p>Brief: The president advised that the Vice Presidents, Louise Denglish-Smith and Charmaine Sisomphou had resigned. It was noted that this was a significant loss to the P&C Executive and that both Louise and Charmaine had made major contributions to the P&C. There continued involvement in Sub-Committees was also noted.</p> <p>Action: The President to call for one or more volunteers to take on the now vacant role.</p> |
| 5. | Participants Forum | <ul style="list-style-type: none"> • Replacement of Primary Reception sign (due to spelling error in French version) <p>Action: Tom to organise sign replacement</p> <ul style="list-style-type: none"> • Primary entrance confusing, need better signage |

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| | | <p>Action: Kerrie and Tom to investigate and organise to address</p> <ul style="list-style-type: none"> • Raffle – general enquiries from the new Coordinator. It was agreed that ticket costs should be the same as last year. Internet purchasing of tickets was raised as an idea and there were no objections <p>Action: Out of session discussion to be had by relevant parties.</p> <ul style="list-style-type: none"> • Jacaranda Store in Macquarie closing down and the school is negotiating purchasing French books • Allparents contact list needs to be updated, not all parents getting emails <p>Action: P&C Exec to investigate and action</p> <ul style="list-style-type: none"> • Alcohol permits required for some fundraising events. Kerrie advised that one per event is required. <p>Action: Out of session discussion to be had by relevant parties</p> <ul style="list-style-type: none"> • Discussion of reports <p>Action: Report authors to request that the Secretary add necessary issues to Business Arising in the Agenda if report issues need to be discussed.</p> |
| 6. | P&C President | Report: Not discussed, available at Attachment C |
| 7. | P&C Treasurer | Report: Not discussed, submitted to P&C Executive, available on request |
| 8. | P&C Delegate | Report: Not discussed, available at Attachment D |
| 9. | Principal | Report: Not discussed, available at Attachment E |
| 10. | Proviseur | Report: Not discussed, available at Attachment F |

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| 11. | School Board Chair | Report: No Board member present (apologies noted). No Report this month. | | |
| 12. | Sub-Committee Reports | <ul style="list-style-type: none"> • P&C Exec Meeting Minutes Report: Not discussed, available at Attachment G • Community and Fundraising Report Report: Not discussed, available at Attachment H • Before and After School Care Report Report: Not discussed, available at Attachment I • Fete Report Report: Not discussed, available at Attachment J • Traffic Sub-Committee - see Business Arsing | | |
| 13. | Meeting Closed | 9:07pm | | |
| | | | Prepared By: | EB |
| | | | Approved By: | P&C Exec |
| | | | | 17/05/2012 |
| | | | | dd/mm/2012 |

Telopea Park School Parents & Citizens Association
Meeting 21 March 2012

MINUTES

1. Apologies/ Attendance

Apologies: Kate Lehane, Drew Baker (web master), Christian Soulard, Elizabeth Frerick, and Charmaine Sisomphou

Attendance: Monsoor Syed, Emma Burns, Pascale Sillick, Carolyn Rogers, Chetan Chopra, Nandite Chopra, Mignon Bleach, Phillip Piper, Peter Roberts, Kirstin Langton, Margie Eddington, Shelley Coleman, Shelley Hurditch, Peter Mauneli, Lama El Hassan, Raana Asgar, Paul Leslie, Adrian Sancataldo, Gaelle Gallois-Marks, Sandra Roussel, David Frederick, Katrina Lourie, Louise Dalglish-Smith, Carmel Curran, Steve Taylor, Emdea Sys (Gurdsv Sindgh), Jon Aaoue-Long, Kay Yarrow, Michelle McDonald

Staff: Kerrie Blain, Kate Sutherland, Muryel Martin

2. Meeting opening

The new P&C President opened the meeting at 7:10pm.

Correspondence received was distributed as appropriate by the P&C Secretary.

3. Minutes of previous meeting of 22 February (AGM)

It was noted that the Minutes from the AGM meeting held Feb 22 will be drafted, circulated and proposed before the next AGM and these will be prepared and tabled by Elizabeth Fredrick (the former P&C President).

The draft minutes of meeting held on Wednesday 23 November 2011 were accepted as a true record of that meeting.

Proposed: Monsoor Syed

Seconded: Kerrie Blain

4. P&C President's Report

A President's report was not tabled but the new President addressed the P&C. Topics covered in brief were:

- Aiming for shorter meetings
- New P&C Executive Members
- A letter re Action bus and parking issues
- Updates to the constitution.

5. Principal's Report

Principal's report tabled by Kerrie Blain (**Attachment A**):

- There was discussion re an incident with a school bus and alleged bad behaviour involving Telopea students and the resulting media coverage. Kerrie explained that there would be a Shared Service enquiry but in her view the media coverage was exaggerated and not well

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supported by evidence. After much discussion it was agreed that no further should be taken by the P&C and that it is best to leave the matter while there is an enquiry.

- Parents expressed concern that the school bus was very over-crowded and rowdy. It was agreed that the school should liaise with Action Buses regarding this issue.
- Kerrie noted that Teloepa children sang at Parliament House and that it was a wonderful occasion.
- There was much discussion about parking at the school and the recent parking petition started by some parents. It was noted that:
 - 50 members of staff have no parking allocation.
 - Parents expressed concern for the safety of children during peak drop off and pick up times.
 - An independent Traffic Audit was currently underway and was due to be completed before Easter
 - P&C President – appreciate the difficulties for teachers and it is important for the P&C to work closely with the school on this matter.
 - “Bob” from TAMS, needs endorsement from the school to change parking arrangements and signage at the school
 - Parents taking multiple rounds of the school. Lots of illegal parking. Very stressful. All day parking concessions an issue needs to go back to 15 minutes.
 - Previous study undertaken, short term parking the heart of the issue.
 - A drop off and pickup area and mechanism, used at other schools was discussed. Under teacher supervision. Forrest has a good plan that the P&C organises.
 - **Action** – it was agreed that the school would inform the P&C of what actions have been taken to date. And that the P&C would form a sub-committee (Traffic Safety Sub-Committee) to work with the school to address the issue. Nominated members were Charmaine Sisomphou, Lama Elhassan, Kay Yarrow, and Tania Kriticos. It was agreed that the P&C would through Teloepa Topics invite parents who have traffic safety experience to join the sub-committee

6. Proviseur’s Report

Read by Muryel Martin (**Attachment B**):

7. School Board Chair Report

School Board’s report was read but not tabled by David Fredricks.

8. P&C Treasurer Report

Treasurer’s Report was tabled by Sandra Roussel (**Attachment C**)

- There was discussion regarding a request from the school to fund 40 calculators. The Treasurer and others requested further information. It was agreed that the school would provide further information to support the request. The Treasurer noted that money had been set aside but further information was needed before a final decision could be made. It was noted and agreed that it was best practice to get three quotes for all purchases and that there can be significant variation in the cost of scientific calculators.
- It was noted that the Audit report 2010 needs lodging.

9. Other Reports

- Information Technology Sub-Committee - Phillip Piper talked to the issue of information technology and noted that many parents have extensive knowledge in IT and could be a great support to school staff (especially before paying for advice). Particular topics included:
 - Staff working on IT tasks using old school approaches re routine.
 - Alignment across systems

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- IT more imbedded in society, advice on IT in general
- Futurist ideas and fundraising to support these.

Kerrie noted there were many constraints dealing with INTACT.

Action – Phillip and Michelle (Chair of the Sub-Committee) to arrange a sit-down with Kerrie and other staff to help resolve some of the issues staff are experiencing.

- Community and Fundraising Sub-Committee – report attached at **Attachment D**.
- Fete Sub-Committee – a request will go out for further help in the near future. Planning is progressing. It was agreed that suggestions from parents relating to the fete should be sent to the Sub-Committee rather than the P&C President.
- P&C Delegate – report attached **Attachment E**.

10. Other business

- Farewell for outgoing president – Louise (Vice President) noted that a gift had been purchased for the former president and Sandra (Treasurer) had allocated and approved the funds, and there was a small party.
- It was agreed that the P&C should further recognise the outgoing President and a wine and cheese occasion prior to the next meeting was proposed.
- There was some discussion about recognising and honouring parent contributions to the P&C. There were many suggestions but no action taken. It was agreed that the current practice of President's serving >3 years consecutively can have gifts and anyone > 10years can have gifts.
- The issue of revising the P&C Constitution was discussed at length. It was noted that Telopea was the only school that does not comply with elections at the start of the year. The board has proposed the P&C change the Constitution to allow elections at the start of the new year so as to not disadvantage new parents. Key issues discussed included:
 - James and Nick willing to come on board and help with the revision. Needs broader reform, have a holistic look.
 - John - P&C is independent as an incorporated association, has legal protection, e.g. for spending money. DET Policy does not directly apply. Previously, the P&C decided it was better for new parents to learn about the complications of the school before becoming a board member.
 - The board has officially requested that they wish to change the timing of the elections.
 - Council of P&C Constitution potentially a good model.
 - Agreed that an official vote will be taken at a later time.
 - **Action** – it was agreed a Constitution Sub-Committee would be formed and a call for members should go out. Proposed members at the meeting were Pascale Sillick and Adrian Sancataldo.
- The President spoke of wanting to reconsider the current model for P&C meetings. The idea is to shorten meetings. It was agreed that a short format is desired. Due to the late hour it was agreed that this issue would be deferred to the next meeting or dealt with prior to the next meeting.

11. Close

The meeting closed at 9:05pm. The next meeting will be on 11 April Wednesday at 7pm in the secondary staff room.

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Secretary
21 March, 2012

Attachments:

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|--------------------------------------------------------------------|----|
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| Attachment B – Proviseur’s Report..... | 7 |
| Attachment C – Treasurer’s Report | 8 |
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| Attachment E –P&C Delegate Report | 10 |

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Attachment A – Principal's Report

P&C

Principal's Report

Wednesday 21 March 2012

The term is progressing smoothly with most students striving to achieve their best. Work continues on the implementation of the Australian Curriculum. Again this year I have applied for TPS to be a "lead school" for the Australian Curriculum.

Many more students are wearing dress code and respecting the school. I ask that all parents are aware of this and provide enough appropriate clothing for their children. This is the year of changeover to black footwear.

As an eACTs (Empowering ACT Schools - autonomous) school, Mary Ryan, Kate, Tom and I have attended professional learning to ensure good financial planning and management. The most significant changes are responsibility for staffing - hiring of teachers appropriate for the TPS setting, and the payment of teachers. Instead of working in points, we are now working in dollars. A letter of explanation was sent out to all members of the community. I will again attach that letter here.

School Camps in Term 1:

Year 3 - to Birragai on 4th and 5th March

Year 6 - to Borambola on 26th to the 28th March

Year 7 - to Longbeach - postponed from Week 4 due to the wild weather to Monday 2 April to Wednesday 4 April

Valbonne Exchange visit leaves for France on Friday 6 April. They will be in France for 5 weeks.

Expressions of interest have been sought, and an initial briefing has been held, for a trip to Spain later this year. Tim Allan, Spanish teacher, has been investigating and planning this.

Swimming Carnivals - successful with many parents attending - always a pleasure for students to share the moment.

Francophone Week and celebrations are this week. Celebrations include the raising of the Francophone flag by our students at Commonwealth Place on Wednesday

The Junior Choir has been invited to sing at the Nancy Wake memorial service at Parliament House on Tuesday. This is a huge honour and we wish them well. It is likely that the Governor general and the prime Minister will be in attendance.

Staff:

Christian and Muryel - at an AEFÉ Conference (French schools abroad) during week 6.

Tom Kobal was Acting Principal at Forrest Primary School during Week 6.

Michele McLoughlin has attended the IB South-East Asia Conference during Week 6 and will update the secondary staff on the latest changes and compliances for the MYP. Megan Taylor acted in her Student Welfare Executive role during her absence.

Kate Sutherland will be absent during weeks 8, 9 and 10 while she visits France and presents a paper at the French-British School Leadership Conference in Lyon. Claire Harding will be the Acting Deputy Principal and Val Sharpe will be taking Claire's role as Executive Teacher.

School Grounds:

Upgrade of tennis courts to use as world-class courts for 7 sports - Tennis, European hand-ball, Volleyball, Minky (junior hockey), Basketball, Netball and Cricket. We hope that the courts will also be available for community use with the possibility of income for the school. This has been made possible by an ACT grant

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last year to upgrade the sporting facilities of four Canberra schools with artificial surfaces. The grant should also cover a new field at the bottom of the primary playground to be used for primary sports requiring an even surface.

Last weekend the school entertained many ex-students at the celebration of their 50th year of leaving Telopea Park School. They had a tour of the school eliciting many happy, and some not so happy, memories. Without exception they all agreed that their teachers made the difference. Many of them were the first students of a non-selective, in-area high school and they set the trend for high achievement at the school. The dux of the year was also the top student in the NSW Leaving Certificate, a huge honour. So excellence has been part of the school's history for many years. Thank you to the school's archivist, Esther Davies, who assisted with the research for the day.

Additional painting of classrooms will occur during the next holidays as we slowly improve the look of the school.

During stand down also, I will be attending two courses at Harvard University, sponsored by Dr Jim Watterston, the Director General of the ACT Education and Training Directorate. The courses are "Systemic Change for Student Success" and "Instructional Leadership. I will be attending with five other ACT Principals with whom I will be working closely. In particular I will be working with Kerrie Grundy, Principal of Narrabundah College. We both hope that the course will enrich the already close relationship we have with the college and thus assist students in their very important transition to there. While in America I also hope to visit some schools. I will be absent from Telopea for the first week of Term 2.

*Kerrie Blain
Principal
18 March 2012*

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Attachment B – Proviseur’s Report

This term has started with a lot of energy and quite a few activities were planned.

Tribute to Nancy Wake

Our Primary Choir was invited at the Parliament on Tuesday 11:30 am to perform during the Nancy Wake Tribute ceremony. They sang in English ‘In the Flanders field’ and in French ‘Le chant des partisans’. This ceremony was attended by the Governor General, the Prime Minister and the diplomatic representation from Great Britain, France and USA. It was a great honour to perform in this kind of opportunity. The ceremony was very moving, and the children were fantastic. Thank you to Susan Cribb who is leading the Primary Choir, she had short notice to rehearse the songs and she has to be congratulated for such a success.

Telopea Park School / Lycée Franco-Australien was honoured to be invited to this official ceremony with the participation of the highest authorities of our countries.

Francophonie’s activities

Last week, it was the official Francophonie week. But actually, our activities last the whole month. Our Primary and Secondary students prepared an exhibition for the open day at the Alliance Française. That was on Saturday 7 March. The event was very well attended, and a lot of parents came to support their children. Inside the classes, they worked on the 10 words of ‘La Francophonie’ this year. Yesterday and today, they could attend the French Film Festival. Three sessions were planned: ‘Tales of the night’ for K-Y3, ‘L’élève Ducobu’ for Y4-Y7 and ‘La guerre des boutons’ for Y8-10. The feedback is excellent. And as usual we have in Primary and secondary the Francophonie assembly.

Noumea exchange

Last time, I told you I had good news from Noumea to organise a partnership and an exchange with a new school in Noumea. It was confirmed two weeks ago. It will be ‘Frederic Surleau’ school, which is the first bilingual school in New-Caledonia. At the moment, we are arranging the dates. Muryel Martin is liaising with the school and working on the dates.

Café scientifique

The first 2012 session of ‘Le Café scientifique’ was held on Thursday March 14. It was very attended and the public interested with a actual topic ‘Forensic Science’. Thank you to Céline Lenoble, Caroline Prévot and Elizabeth Humphries for the organisation and their involvement.

Brevet blanc

The Year 9 students have their second ‘brevet blanc’ / mock exam Week 9 term1.

I apologise I could not attend the meeting tonight. I attended the annual AEFÉ Principal conference in Hong-Kong; I will report about it next time.

Le Proviseur,

Christian Soulard

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Attachment C – Treasurer’s Report

Note PDF attached separately

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Attachment D – Community and Fundraising Sub-Committee Report

The subcommittee met on Monday 19 March 2012 evening to outline what events and fundraising opportunities the subcommittee would like to achieve for 2012 (school permission permitting).

Term 2

- **11 May – Family Breakfast**

To be held on the Friday prior to Mother's Day in the Multi-Purpose Hall

Term 3

- **Date tba – Art Show with art for sale / silent auction**

Artwork of both students and interested parents to be exhibited on an evening in the Main Hall. Aperitifs & appetizers to be served. Guests can purchase the donated artwork through a silent auction.

- **September – Family Breakfast**

To be held on the Friday prior to Father's Day

Term 4

- **November/December – School cookbook**

Will begin requesting immediately for school families to submit recipes into a Telopea Park Cookbook, which will be compiled and printed for commencement for sale at the school fete and into the Christmas season.

- Cookbook will be created in honour of Telopea Park School's 90th anniversary (2013).

- **30 November – Primary Disco**

General fundraising

Fundraising opportunities through support of businesses:

- Athletes Foot
- Sublime construction
- Aussie Farmers Direct
- Identity Kid

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Attachment E –P&C Delegate Report

Insurance scheme briefing

The Executive has approved use of a new broker for the P&C insurance scheme. Details will be announced at this meeting. P&C Treasurers and other officers are encouraged to attend the P&C Association Insurance scheme briefing (7pm on Thurs 5 April 12 at CTL Stirling) where new insurance policies, indicative premium costs, renewal procedures & information declarations will be presented.

Environmental waste management for schools

Shelly Copper from ACT Smart gave a brief overview at the last P&C Council meeting of the ACT Smart program and how it could assist ACT schools with recycling waste from fetes etc. Her Power Point presentation will be sent to all P&Cs and for assistance with recycling for public events such as school fetes etc she can be contacted on phone 62076644 or by email at: Shelley.Cooper@act.gov.au

School canteens

The ACT P&C Council is providing a response to the ETDs new canteen policy. It is recommending: the ETD take greater responsibility in the management and operation of school canteens; ETD establish a higher level taskforce of relevant experts to come up with a new model for canteens; ETD meet the financial burdens placed on canteens in the wake of the new policy. A model of ETD managed canteens using paid staff and P&C volunteers has been suggested.

ACT P&C access to the NSW Govt procurement contracts – once the P&C Council is accepted, all member P&Cs could utilize the contract suppliers for their canteen and other purchases at the NSW Govt discount rates. More advice to follow.

Fair Work Australia advice on paying P&C canteen staff under applicable award – advice to be provided to all P&Cs. Further details available in the minutes re current and future arrangements.

ACT P&C Council to host the 2013 ACSSO National Conference and celebrate 100 years of public education & schooling in Canberra

The Council proposes doing this as part of the Canberra centenary celebrations. They have applied for a centenary grant and are planning to have a community day as part of the educational program.

Go ahead for Youth Transitions Pathways community project

Grant deed signed and project manager recruitment commenced with interviews occurring next week.

Gonski Report

The Chair attended a Department of Education, Employment and Workplace Relations forum organised for Minister Garrett. On a question on a timetable for funding, the Minister said that legislation was first needed and the states had to also get on board before any implementation can occur.

The Council will ask the ACT Minister to push for action on this matter at the state and territory Ministers' meetings and encourage other states to force the issue as well, rather than have the Federal Government impose decisions on them.

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Issues from P&C Associations – High schools

Would like to consider solutions (including student initiated solutions) for the following issues – peer group pressure causing students to not wear bike helmets; sun smart measures being ignored; giving students a say on whether then should wear uniforms for high school and college.

Disability awareness for students

The ACT Business Leaders Innovation Thoughts and Solutions (BLITS) has released a discussion paper into raising disability awareness in the ACT community entitled 'Everyone, Everyday'. The discussion paper includes a curriculum resource to help teachers raise awareness of disabilities with students. The ACT Council of P&Cs is seeking input from parents to help make their final submission. The discussion paper can be found at <http://www.blits.org.au/docs/disability-awareness-program-discussion-paper-final.pdf> or via the Council's website. Input is open until Friday 30 March 2012.

ACT school students are invited to be part of a competition to tell their ideas – through words, drawing or photos – about the things that everyone can do to include people with disability in everyday life. There are prizes to win. Entry forms at http://www.blits.org.au/docs/final_entry_form_accessible.pdf Entries due 1 April.

ACTION bus new network

ACTION plans to revise the bus network and develop a new network from scratch. P&C Council has written to Minister Bourke indicating that all public and private schools in the ACT should be surveyed every year as to their travel to school intentions. If this is not done then the Council believes that the new network will not adequately cater for student's travel needs.

The Council is concerned about inequity of bus services between govt and non-govt schools. The Council would like to see the ETD receive additional funding to allow their school planning section to undertake a widespread survey of student travel intentions. To date the ETD has not undertaken the survey and the Council is following up.

Teloepa Park School - Parents and Citizens Association Mail Register

| Seq | Sender Organisation | Sending Office | Sender | Date | Send Attention to P&C | Subject Matter | P&C Actionee |
|-----|------------------------------|-------------------|-----------------|-----------|------------------------|---------------------------------------------------------------------------------|------------------------|
| 1 | Teloepa Park School | Financial Officer | Jayne Steel | 19-Mar-12 | Treasurer | Request to provide P&C current Public Liability Insurance | Treasurer |
| 2 | Centrelink | Nil | Nil | 28-Mar-12 | Association | Request for Employee Information | President |
| 3 | National Australia Bank | Nil | Nil | 30-Mar-12 | Association | Account Balance Summary | Treasurer |
| 4 | ACT Council of P&C Assoc | Admin Assistant | Sulenna Nichols | 30-Mar-12 | President | P&C Information Sheets Folder and P&C Treasurer's Information Sheets Supplement | P&C Office Bearers |
| 5 | Connecting Up Inc | CEO | Doug Jacquire | 10-Apr-12 | Association | Invite to update directory information. | Secretary |
| 6 | Austcover | Nil | Nil | 17-Apr-12 | Association | Expiry Notice of insurance cover | Treasurer |
| 7 | ODD Sock Bags | Nil | Nil | 17-Apr-12 | Fund raising committee | ODD Sock Bags for fundraising | Fund raising committee |
| 8 | National Australia Bank | Nil | Nil | 1-May-12 | Association | Account Balance Summary | Treasurer |
| 9 | ACT Council of P&C Assoc | Executive Officer | Terry Sanders | 1-May-12 | Treasurer | ACT School Census 2012 | Treasurer |
| 10 | The Good Guys Store | Nil | Nil | 3-May-12 | Association | Receipt/Tax Invoice | Treasurer |
| 11 | Crazy Camel Fundraising | | | | Fund raising committee | Brochure not opened | Fund raising committee |
| 12 | Education Resource Catalogue | | | | After Hours committee | Brochure not opened | After Hours committee |

Telopea Park School P&C

President's Report

Period 22 March 2012 - 08 May 2012

1. Cancellation of General Meeting of 11 April

1.1 The meeting was cancelled due to parents teacher evening on the same night. The decision was reached through a telephone hook-up with the available P&C Exec members. An alternate date was not possible due to school closure for term break for two weeks from 14 April, resuming on 30 April.

2 P&C Exec Meeting of 11 April 2011

2.1 Notwithstanding the cancellation of the general meeting, a P&C Exec Meeting was held on 11 April, to discuss the following.

- Role of Exec (ref P&C handbook) and work delegations
- Format of P&C General Meetings
- Confirmation of P&C Meeting Schedule
- Mechanism for P&C Exec endorsement of work reports
- Creating a role of P&C Communications

2.1 Minutes of the Meeting are attached as Attachment to this Report. An important discussion point in the meeting was the need to document the description of roles of P&C Exec. This is still being finalized and the P&C will be informed of the outcome, asap.

3. Casual vacancy of parent rep on School Board

3.1 School Board Chairman has advised that one of the three parent representatives onto the School Board, Ms Laurence Beau, will be leaving the Board early wef Jul 12 given her posting out of Canberra with the French Government. Her departure will create a 'casual vacancy' through to the end of her appointed term, being Apr 13. The options for replacement of the P&C representative to School Board is included in the Agenda for the 09 May Meeting.

4. Noumea Exchange

4.1 Conseillère Pédagogique has requested P&C support in Noumea Exchange School ballot. The P&C Exec decided to:

- Support the school in the selection of Y5 students for Noumea Exchange through a ballot;
- Participate with at least two (one Exec and one non Exec) P&C Members in the ballot
- Include an agenda item for the 09 May meeting for informing the P&C with the process and outcome by the Exec attending the ballot,

4.2 Conseillère Pédagogique informed that the P&C decisions have been advised to parents affected by the ballot.

5. P&C Insurance

- 4.1 ACT P&C Council Executive Officer has advised that current insurance arrangement in place with Altiora Insurance Solutions remain valid. Any information of cancellation of the insurance effective 21st March 2012 was found to be incorrect.

6. P&C Website

- 6.1 P&C Website has been updated reflecting information on P&C Office Bearers. There will be discussion with P&C Webmaster on possible improvement of the website. The P&C members are encouraged to provide suggestions to the Webmaster. A meeting is organized on 09 May to discuss with Webmaster on the modalities for materializing the improvements.

6. P&C Website

- 6.1 P&C Website has been updated reflecting information on P&C Office Bearers. There will be discussion with P&C Webmaster on possible improvement of the website. The P&C members are encouraged to provide suggestions to the Webmaster. A meeting is organized on 09 May to discuss with Webmaster on the modalities for materializing the improvements.

7. P&C Family Breakfast

- 7.1 Thanks to P&C Community & Fundraising Subcommittee, the P&C Breakfast is organized on Friday 11 May, 8.15am to 9am. All parents are encourages to attend.

8. Subcommittees Work

- 8.1 As per the subcommittee's reports attached with the Agenda or to be tabled at the meeting.

Mansoor Syed
P&C President
Telopea Park School

07 May 2012

P&C Delegate Report

I attended the ACT Council of P&C Associations meeting on 27 March 2012. Below were the key issues covered. Possible issues for discussion/comment are in red. A full report of the meeting is available at: www.actparents.org.au/2012/04/council-general-meeting-summary-27-march-2012/

Election Working Party

The Council has formed an Election Working Party to lobby both parties on key issues of concern in the lead up to the next election. **The Council is keen for any feedback on the priority issues they have identified or if any additional issues should be included (see Additional Information below).**

New Insurance Scheme for P&Cs

The Council Executive has approved use of a new broker for P&C insurance scheme. Details to be announced at a meeting for Treasurers and other office bearers on 12 April 2012 at 7pm in the multi-purpose room, Hedley Beare Centre for Teaching and Learning, (formerly Stirling College), Fremantle Drive, Stirling (Note, this has changed and is no longer 5 April). The Council would like all P&Cs to use the scheme to ensure they can continue to offer the best deal. The meeting will cover new insurance policies, indicative premium costs, renewal procedures and information declarations will be presented.

http://www.actparents.org.au/ai1ec_event/pc-council-insurance-eveningpc-council-insurance-evening-council-insurance/?instance_id=22

Imagining a sustainable Canberra

During Canberra's Centenary in 2013, See-Change will be holding an ACT Festival of Young Ideas and a Parliament of Youth, both of which will be about 'Imagining a Sustainable Canberra'. Schools and colleges across Canberra are being invited to use the centenary to encourage their students to think practically and imaginatively about the way Canberra will change during the next 7 years, as we reduce carbon. Information has been forwarded to schools.

The ISC Centenary Festival of Young Ideas will showcase the best of students' creative efforts. In preparation for 2013, each school and college in the ACT is being invited to hold its own mini-festival in 2012 to mobilize the best efforts from students. Entries to be submitted by late September 2012.

The ACT Council would like P&Cs to encourage their Principal to get involved in the project. See-Change suggests parents could get involved by forming a parent support panel of 3-4 parents on Imagining a Sustainable Canberra that could support the Principal and staff with planning, preparing, and judging their school's

contribution to the Centenary celebration of Canberra's future. The website is www.see-change.org.au

Disability Working Group

The ACT P&C Council has an active Disability Working Group to progress priorities. **If any parents from Telopea (including those not on the P&C) would like to be involved they are very welcome** and can contact Terry Sanders at tsanders@actparents.org.au, phone 6241 5759.

P&C Council Website

The ACT Council has just launched a new website <http://www.actparents.org.au/>

The Council would like P&Cs to be inclusion friendly. Further information is available at <http://www.w3.org/WAI/users/Overview.html>

Road safety

Road safety, including congestion, crossings and parking was discussed as an issue for many schools. Members discussed possible solutions such as drive through options and walking bus from a nearby pickup point.

Kirstin Langton
P&C Delegate
2 April 2012

Additional Information:

Issues for ACT Election Campaign

Over the next two months, P&C Council is aiming to distill some key priorities in education that will form the basis of Council's agenda for the ACT election campaign. A Council position statement will be developed to put to election candidates and political parties in order to influence the policies they take to the community.

The following list of issues is presented to aid discussion and the development of a list of priorities.

System Wide

Students Ready to Learn

1. Implementation of funding model for schools that gives greater weight to student need.
2. Improving outcomes for students at risk and improving equity in outcomes between students from different social and cultural backgrounds and disabilities. Individual learning and support programs for all students at risk.

3. High School Improvement (Excellent and Enterprise) Is it achieving outcomes? High schools are the sector with the highest level of learning need and a large range of outcomes. Wholistic focus on the all-round development of adolescents.
4. Additional support and resources in class for students with high needs. Both for their sake and for the sake of their classmates, who suffer if the teacher's time is largely absorbed by their high needs. More support and resources to this group therefore is of benefit to **all** students.
5. Targeted reductions in class size where the level of learning need is high, both at High schools and colleges?
6. Review the role and funding of vocational education in secondary school.

Teachers Ready to Teach

1. National Curriculum implementation support.
2. Expansion of student counseling services.
3. Professional Development for teachers on teaching high needs students.
4. Implications of school autonomy, does this mean a drain of high quality teachers to a few schools? Will it be an easy mechanism for cutting school funding?

Facilities Conducive to Learning

1. Declining enrolments and the future of local schools.
2. Increased school-based management funds to ensure adequate provision of textbooks and other classroom equipment.
3. Increased funding to improve school buildings and equipment.
4. Increase funding for maintenance in the older schools.
5. Road safety works around schools including time/day dependent flashing lights for school zones.
6. IT problems.

Parent participation

1. Increase support for parent participation in student learning at home.
2. Clarifying Process for making complaints to the ETD (Education and Training Directorate).

Local School Issues

Teloopa Park School
Principal's Report for P&C
9 May 2012

Term 1 finished well with staff and students pleased to have a well-deserved rest during the holidays. During Week 1 this term Kate Sutherland and Tom Kobal acted as Co-Principals during my absence. I attended two courses at Harvard University. The first course was on Systemic Change for Student Success and the second on Instructional Leadership. Both courses were excellent, demanding, interactive and very worthwhile. My overall view is that we are on a journey of improvement in the ACT which is aimed at improved student outcomes at a very high standard. Our strategic direction for 2012 has been affirmed as benefitting all students.

Our three priorities for 2012 are:

Improving the literacy and numeracy outcomes of every child

Improving instructional leadership of all teachers

Improving communication both within and outside the school

Kate has also returned from her time in France where she presented a paper on Intercultural Leadership to an International Conference in Lyon. Claire Harding acted as the primary Deputy Principal during Kate's absence.

eACTs – School Empowerment

As an "empowered ACT school" I have formed an eACTs Team which is managing the budget for staffing. The team will also be involved in the recruitment of all staff in the future. To this end the Team has undergone training last term in staffing and recruitment with the Directorate. This is good for the school as only we truly know which teacher will be best for each class considering the complexities of the school.

The Enterprise Bargaining Agreement (EBA) process has reached agreement and been signed off by the AEU and the government with a vast majority of teachers agreeing with it. This changes the staffing arrangements for teachers with all teachers given five years within the school. This agreement can be found in full on the ETD website.

Report on progress made on the School Operational Plan

The three priorities are:

To improve the literacy and numeracy outcomes of every child

To improve instructional leadership of all teachers

To improve communication both within and outside the school.

1. Literacy and Numeracy (LAN)

The LAN Coordinators have been working with all teachers to support their students' LAN and at this time in particular, in preparation for NAPLAN. NAPLAN will occur next week on Tuesday, Wednesday and Thursday for all students (with the few exceptions of disability or insufficient English – both categories at their parents' discretion) in Years 3, 5, 7 and 9.

LAN Coordinators in Primary and Secondary have also been working with teachers to up-skill them in LAN strategies to improve student learning in the classroom.

2. Improve Instructional Leadership

All staff are working to improve their pedagogy by sharing their best practice with their colleagues. This term we have started a process called Quality Teaching Rounds, led by Tom Kobal (Secondary DP) where groups of teachers support their colleagues by observing their lessons and providing

feedback on the learning taking place in the classroom. This provides the opportunity to discuss pedagogy and to ensure that all students have the opportunity to learn.

3. To improve communication.

On-line booking system for secondary parent/teacher interviews introduced last year was used again last term for the Secondary Parent/Teacher (P/T) interviews. Again the feedback was positive with most parents preferring this model. The model will be trialled this term in Primary with P/T Interviews being after school for the first time.

Operationally the school is fully staffed this term. Changes in staff include the appointment of Nick Rothwell as the Indonesian teacher in Secondary to replace Shellee Young who is on maternity leave, Nazrul Islam replacing Susan Alexander (LSL) in Secondary Mathematics and Noni See as the new Youth Worker.

Other changes include Jaron Worsley as the Acting Executive Teacher of Arts and Technology to replace Gayle Jenkins on LSL for 6 weeks.

In Primary, Sarah Buckley has returned to full-time teaching following the death of her husband.

Patricia Blumstein and the exchange students will return to Australia next weekend. I have had weekly contact with Patricia and the exchange is going Very well. Ludivine Le Gal has been the Acting Executive Teacher of Languages.

The draw for the 30 students to go to Noumea with the Year 5 Exchange was held yesterday afternoon in the presence of the P&C President, Christian Soulard, Kate Sutherland, Muryel Martin and myself. There was confusion over the numbers 6 and 9. To verify that 6 was the number chosen the paper from which the numbers had been cut was pieced together. As this draw is a difficult process the school is working on ways of allowing all students who wish to attend, to do so in the future.

This is the time of year when we begin our planning for the next year. To this end, we will be holding Information Sessions for Kindergarten (2013) and Year 7 (2013) on Tuesday 22 May. The Kindergarten session will be in the Multi-Purpose Hall at 5.15pm and the Year 7 Information will start in the School Hall at 6.30pm and then progress to an Expo by all Faculties around the school.

Kerrie Blain

9 May 2012

Wednesday 09 May 2012.

P&C meeting

Proviseur's report

At first, I apologise for not being here tonight. We receive the French Primary Inspector today and there is an official formal invitation for this opportunity with the French Embassy.



AEFE Primary Inspector

This week, we have the visit of Mr. Bruno Delvallée, who is the French inspector for the Asia-Pacific area (IEN, Inspecteur de l'Education Nationale). This is a significant visit for our school for a few reasons.

He is going to inspect the work of four Primary teachers by attending their lessons, Laurence Barthélémy, Claire Goris, Joanna Staub and Anne Paolini. The following report is an important document in their dossier. We know how professional they are and I wish them good luck. A Professional Development session is organised with the French Primary teachers on Thursday afternoon. He will attend the radio program on Wednesday afternoon. We will visit another Australian school on Friday, Namadgi School. And of course, after visiting our school for a few days, he will report about it to the AEFÉ. It is the first time M. Delvallée will visit our school. Welcome to him.

Visitors

On Thursday 24 May, from 9:30 am to 11:00 am, we will have the visit of two senators, M. Cointats and Mrs Kamermann. They will be accompanied by Mrs Jacqueline Sandmayer, who represents the Association of French people abroad and who will receive the day before the 'Légion d'Honneur', the highest distinction in France. It is always an honour to present our school to our official Members of our democratic institutions. I know they will be our advocates in France.

On Monday 14 May, we will receive Mrs Isabelle Morieux, delegate from the Alliance Française in Paris. She will visit the school from 2:00 pm to 3:30 pm with Philippe Milloux, the French director of the AF in Canberra. The main purpose of her visit is to review the activities of the AF in Australia. But this is a good opportunity to remind everyone we have a very active partnership with the Canberra AF: participation at the French film festival of all students studying French in the school, exhibitions of our students and teachers (another one at the end of June), Francophonie week activities, Brevet exams and graduation ceremony, preparation for our Year 9 students for their brevet exam, café scientifique which started at Telopea before being exported to the AF by M. Ngo.

Students

Exams

It is an important time for our students in secondary. They will have their exams in June.
Brevet exam, Year 9 / 3ème

- Year 9 / 3ème: HDA presentation this week.
- Final exam 25/26 June
- Graduation ceremony on Monday 2 July at the Alliance Française

French baccalauréat: Year 11/ Premières

- French (section L/S), History and Geography (section S) bac and Sciences (section L) in week 8 in Canberra, written exam at Narrabundah College, oral exam at the Alliance Française

French baccalauréat, Year 12 / Terminales

- Final bac in week 8 at the Lycée Condorcet, Sydney
- Graduation ceremony on Tuesday 3 July.

Staffing

We will have a few changes in July.

In Primary: leaving, Patrice Collet, Karim Houali Year 5 CM2, Claire Goris Year 2 CE1 and Anne Paolini Year 5 CM2.

Arriving: Cécile Pradillon (France), Patricia Giraud (La Réunion), Laure Chatelard (Polynesia) and somebody recruited by the Foreign Office in Paris.

In Secondary: leaving, Sylvain Malpoux, Physics and Chemistry teacher. Arriving, Mrs Laure Lucas-Fradin.

As I told you, my contract finishes at the lycée franco-australien de Canberra on 31 July. The Foreign Office in Paris has started the process of recruiting my successor.

AEFE partnership

We have an official partnership with the AEFÉ, the body which runs the French Schools abroad. They delivered during our holidays a few tools for communication and I will present them to you in our next meeting.

Le Proviseur,

Christian Soulard

Telopea Park School P&C

P&C Executive Committee

Minutes of Meeting, Wednesday 11 April 2012

Attendees: Emma Burns, Katrina Lourie, Charmaine Sisomphou, Mansoor Syed

Apologies: Louise Dalglish, Kristin Langton, Sandra Roussel (available over phone)

Meeting Start: 6.30 PM

Agenda Item 1: Role of Exec (ref P&C handbook) and work delegations

1.1 The Meeting decided that:

- a) The P&C Exec is to be an active forum within the P&C to facilitate collective decision making, providing Exec support to subcommittee decision making; and formulating issues for P&C general meetings discussions, resolutions and approvals. This will be achieved largely through email communications between the Exec, though infrequent face to face meetings will be called subject to issue(s) at hand.
- b) The P&C Exec will be comprised of:
 - President
 - Vice Presidents
 - Treasurer
 - Secretary
 - Public Officer
 - P&C Delegate

Action#1: The P&C Website to be updated for new P&C Exec. (Emma)

b) All office bearers' roles need to be described. Once agreed by the Exec, then the P&C, and School will be informed.

Action#2: P&C Office bearers' roles to be described and communicated to Exec for review and comments. (Mansoor)

Action#3: Vice Presidents roles to be discussed off-line between the President and two Vice Presidents. (Mansoor)

Agenda Item 2: Format of P&C General Meetings

2.1 The Meeting decided that:

- a) General meetings are to be aimed at making decisions/ resolutions requiring wider participation of P&C, and providing forum to P&C for raising issues.
- b) Work reports are not to be read, though issues arising from the circulated reports can be raised. Delayed reports will be tabled for inclusion in the minutes if supplied to the Secretary.

Agenda Item 3: Confirmation of P&C Meeting Schedule

3.1 The President advised that:

- a) Cancellation of P&C meeting on 11 April was decided considering parents involvement in parent/teachers meeting on the same night. The decision was discussed with all contactable members of Exec, and was informed to P&C and the School promptly.
- b) The School decision to hold Parents / teachers on 10 and 11 April was based on a regular schedule, and apparently the School has not been advised of a confirmed P&C meeting schedule. Note that P&C Website lists proposed dates for meetings in 2012.

3.2 The Meeting decided that:

- a) General meetings frequency is to be reduced to 2 meetings per term as per P&C constitution. The meetings will be conducted on Wednesday of Week 3 and Week 8 in each term. This decision will be further discussed with other Exec prior to implementation. Notwithstanding, the P&C meeting will be conducted as per advised date of Wednesday, 09 May, 7.00PM
- b) If adopted, the dates for 2 meetings per term will be adjusted by removing the meetings instead of changing the proposed dates for 2012.
- c) If adopted, Mansoor will develop a revised list of dates and Emma will organize for the website to be updated, and send a revised list with reporting times to the school and P&C office bearers, and send an 'allparents' email update.

Agenda Item 4: Mechanism for P&C Exec endorsement of work reports

4.1 The President raised the need for Exec oversighting/ review of the P&C work reports. The Meeting debated this issue without reaching a decision. The

Agenda Item 5: Creating a role of P&C Communications

5.1 The President raised the need for role of P&C Communications Officer. The Meeting debated this issue without reaching a decision. Further consultation with the Vice Presidents is required who and how this role be instituted.

Agenda Item 6: Any other business

Nil

Meeting Closed: 8.00 PM

Secretary

President

P&C
Telopea Park Community & Fundraising Subcommittee Report
April 2012

Members of the Subcommittee met with Kerrie Blaine and Clare Harding on Friday 30 March 2012. The following events and dates were approved:

Term 2

- **11 May – Family Breakfast**
Multi-Purpose Hall (7-10am)

Term 3

- **27 September – Art Show with art for sale**
Main Hall - evening

- **7 September (7-10am) – Family Breakfast**
Multi-Purpose Hall (7-10am)

Term 4

- **23 November – Primary Disco**
Main Hall - evening

During the meeting, the Subcommittee received a request from the school to organise the Sports Day BBQ. Unfortunately this request was denied due to the P&C Funding Policy preventing the P&C from purchasing goods, which will raise funds directly for the school. However some members of the Subcommittee are happy to volunteer their time in assisting the BBQ.

The Subcommittee also received a request for the P&C to manage the school's lost property cupboards. The Subcommittee has referred this request to the P&C President to administer a roster of parents to manage the lost property.

The Subcommittee would like to get a liquor licence for the Art Show from the ACT Dept of Regulatory Services. It is not very costly (\$41 - \$141) but requires a bit of paperwork and it would seem we could seek one permit to cover a range of P&C functions including the fete. This would save on a lot of paperwork and cost. The P&C should give some thought to whether any of our other events will involve alcohol and, if so, include these in the same application.

In the upcoming weeks, the Subcommittee will commence work on the Telopea Park School 90th anniversary cookbook and preparations for the Family Breakfast. We would like to reiterate that all parents are welcome to help the Subcommittee in any of our fundraisers that may interest them.

For action to the P&C President:

1. The P&C President to ensure the Multi-Purpose Hall and Main Hall are booked for the P&C events as per the dates outlined above.

2. The P&C President to include the dates of the above P&C events on the P&C website and in every Telopea Topics, as well as a call out to any parents who may be interested in helping out for each event.
3. Liaise with the Fete Subcommittee in obtaining one permit for liquor licencing for the Art Show, the Fete and any other possible P&C event requiring permission to serve alcohol.

Prepared by Mignon Bleach (rose_mignon@yahoo.com.au)

**Before and After School Care Sub Committee
P&C Meeting Report
9 May 2012**

Staff

Upjeet Toor commenced in the position of Coordinator on 27th February after several months of the position being vacant. A special thanks goes to Julie Sheedy, our Administrator, who has been performing above and beyond her duties while the program was without a Coordinator and in supporting Upjeet in her new role.

Program Numbers

Average number of children as at Term 1:

Before school care – 7
After school care – 80

There were also approximately 43 children enrolled in paid extra curricula activities each day. These activities are becoming increasingly popular and include French homework, cooking, kung fu, dance, photography, art, craft, tennis and soccer.

Holiday Program

A very successful holiday program ran from the 16th to 27th of April with between 30 and 40 students attending each day. This is a significant increase from last year and is due to the Committee publicising the availability of the program to families outside of the school. The holiday program is also now running out of the school hall which is a much improved location, removing the need for children to be split over several rooms.

Active After School Care Program

The program has been successful again this year in its grant for participation in the Active After-School Communities (AASC). AASC is a national initiative by the Australian Government to provide primary school children with access to free sport and other structured physical activity programs in the after-school time slot. The program, through the grant, is offering free sports / activities to all children enrolled in after school care on two afternoons for seven weeks in each term.

Rent

The Committee negotiated a new rent agreement with the school for 2012. The rent has not been reviewed for several years and was prompted by new guidance issued from DET. The rent covers the use of school facilities and utilities.

Andrea Grazziadelli
Chair
Before and After School Sub Committee

Teloepa La Grande Fête Committee Progress Report P&C May 9th

- 1) Date set - Saturday 3rd November from 2.30pm to 7pm. Same name as last year - La Grande Fête.
- 2) Sponsors letters and applications all sent off (ActewAGL, Luton Real Estate, Barlens, Fhyswick Markets, Canberra Milk). Good news - Luton and Barlens have said they will provide the same level of sponsorship as last year. Awaiting on answers from others.
- 3) Non-Food Stall Coordinator, Chetan, has got a 'yes' from the French Car Club. The Air Force Ballon Squadron Leader and Wildlife Wise will be able to respond in a week or so. Chetan is working through the list of contacts for non-food stalls or displays.
- 4) Food stall coordinators, Taryn and Tim, have started planning the food stalls. Drafting embassy letter invitations, for the school to sign, will be one of the first jobs.
- 5) My wife, Amanda Heap, has offered to be the Volunteer Coordinator, and also offered to help Taryn and Tim with food stall coordination if they need extra help. So Amanda's name needs to be added to the Fête sub-committee.
- 6) Drew Baker and his wife Amanda have kindly offered to be the Publicity Coordinators. Their names need to be added to the Fête sub-committee too.
- 7) Carmel, the Services Coordinator, has returned from overseas and will be starting to work through her list.
- 8) I have put the word out for Entertainment and Grounds Coordinators in Teloepa Topics - no 'bites' yet.

Our approach has been to start early and work slowly through Andrea's contact lists. Also the aim is to recruit extra positions to the Committee, to share the work, and avoid any one member becoming overwhelmed with tasks.

Next Teloepa Fête Committee Meeting will be next week (14th May to 18th May).

Steve Taylor
Teloepa La Grande Fête Coordinator
Tel: 0432 757 628