

**Telopea Park School / Lycée Franco-Australien de Canberra
Parents & Citizens Association**

**Agenda
Wednesday 12 March 2014 7pm**

Secondary Staff Room, NSW Crescent, Barton

- | | |
|--|--------|
| 1. Apologies/ Attendance | 5 min |
| 2. Minutes of previous meeting of February 2014 – Attachment A | 10 min |
| 3. Business Arising | |
| • Action Items from previous meetings | 5 min |
| 4. Report from P&C President – verbal update | 10 min |
| 5. Report from Principal – Attachment B | 10 min |
| 6. Report from Proviseur – verbal update | 10 min |
| 7. Report from Treasurer – Attachment C | 10 min |
| 8. Report from BASC – Verbal update (Andrea confirmed verbal update) | 10 min |
| 9. Report from P&C Delegate – Attachment D | 10 min |
| 10. A.O.B. | 5 min |

Minutes of 12 March 2014 Meeting

Subject Matter:		P&C Association General Meeting		
Purpose:		Regular meeting for work monitoring, reporting, and discussions/ consultation on business arising.		
Attendees:		<ul style="list-style-type: none"> • Paul Haesler • Clair Bannerman • Debbie Tuček • Mark McDonald • Nicola Smith • Raana Asgar 	<ul style="list-style-type: none"> • Katrina Lourie • Michelle Macdonald • Catriona Dove • Sophie Manoharan • Valerie Creteguy 	<ul style="list-style-type: none"> • Kirstin Langton • Ginny Toller • Grant Milthorpe • Tran Tang • Ryan Winn
Apologies:		<ul style="list-style-type: none"> • Jypara Ismailova • Drew Baker 	<ul style="list-style-type: none"> • Justin Brown • Emma Burns 	<ul style="list-style-type: none"> • Sophia Lindeyer
Discussion / Actions				
2.	Review and confirmation of minutes of the previous meeting	Today's meeting was to have accepted the minutes of the last meeting of 2013 i.e. the September 2013 meeting but the minutes are not yet available. The next meeting will be a Special General Meeting and appropriate notice needs to be given for this.		
3.	Business arising from the previous minutes	<ul style="list-style-type: none"> • All action items completed. • Paul Haesler spoke about a new drug for head lice for treating children that are 'super spreaders' due to their genetic makeup. The drug (Ivermectin) is used to treat cases of head lice that are hard to eradicate. More information can be obtained from Paul or alternately from Kerrie blain. 		
4.	P&C President report			
5.	Report from Principal	Kerrie Blain tabled her report and invited participants to submit questions in relation to her report. Full report is available at Attachment A.		

6.	Report from Proviseur	Emmanuel Texier provided an update. Full report is available at Attachment B.						
7.	Treasurer report	Presented by Paul H as Justin Brown unavailable. Full report is available at Attachment C.						
8.	Before and After School Care	Andrea Graziadelli presented the BASC report (verbal update) <ul style="list-style-type: none"> • Computers have been upgraded. • Planning is underway for the school holiday program in April – expecting up to 40 children. • ECA is running well. • The committee will meet in the next few weeks and Pascal is interested in taking on the role of Secretary and Colleen?? is interested in a secondary position. Full report is available at Attachment D.						
9.	Report from the P&C delegate	Kirstin Langton (KL) talked about information from the Directorate on the phasing out of sugary drinks, implementing the gifted and talented policy, Preschool Matters and NAPLAN league tables. P&C delegate report tabled. Full report is available at Attachment E.						
10.	A.O.B.	<ul style="list-style-type: none"> • PH urged parents to consider volunteering for the various subcommittees that require parent involvement especially the fete subcommittee. • Jacinta and Ryan Steele volunteered for the fundraising committee. • Ginny Toller is interested to assist but is not interested in heading any subcommittee. • KB also reminded the P&C that the school subcommittees also need parent volunteers, such as the Curriculum subcommittee which requires three parents to be members. • Sophie volunteered for the health subcommittee (or is already on it??) • Debbie (comms officer) said that the parent email distribution list is still presenting problems but hopefully the move to a new platform and a new database will overcome these issues. • VC – 500 cookbooks have been sold out of the 1 000 printed. She has approached a number of shops to sell the books but needs more stores to agree to sell them. She has printed fliers to advertise the cookbook and would appreciate the P&C supporting in advertising and selling the books. The P&C agreed that 5% of the profits will go to the Principals Equity Fund • Sophie once again raised the issue of children having only 20 minutes to eat their lunch in an environment that is not conducive to dining. A long discussion ensued and it was decided that PH will discuss this issue in detail with the school's executive and report back to the P&C. 						
11.	Meeting Closed	<ul style="list-style-type: none"> • Meeting closed at 8:35 pm 						
		<table border="1"> <tr> <td>Prepared By:</td> <td>RA</td> <td>07 April 2014</td> </tr> <tr> <td>Approved By:</td> <td>P&C Exec</td> <td></td> </tr> </table>	Prepared By:	RA	07 April 2014	Approved By:	P&C Exec	
Prepared By:	RA	07 April 2014						
Approved By:	P&C Exec							

The term has been a busy one with many activities, excursions, carnivals, visits and camps already completed this term with more activity in the weeks to follow.

The Year 7 students participated in their Year Camp in week 4 of term, again returning to the Jindabyne Sports and Recreation facility on the outskirts of Jindabyne, in the Snowy Mountains. The Year 7 Coordinator, Kirsty Hilson, with support from the Pastoral Care Coordinator and Student Welfare Executive Teacher was able to start to get to know the 200 Year 7 students, many of whom are beginning their journey at Telopea Park School. They were accompanied by most of their Pastoral Care teachers as well as 20 Year 10 Peer Support Leaders. It was a very happy few days with many exhausted Year 7 students delivered back to their parents at the end of the week.

Other camps are planned this term for Year 6 to Long Beach at the South Coast and the Year 4 Camp to Cooba, near Cooma.

Our secondary students involved in the French exchange this year, will be leaving on Saturday 6 April for five weeks in France. This year we are exchanging with a new school near Lyon, but the program will be similar with the students spending time at school with their French billets as well as visits to Paris and Versailles. They will be accompanied by Patricia Blumstein, Executive Teacher of Languages and Baba Alhadji, secondary French teacher in the Australian Stream.

Two highlights will occur at the school in the next couple of weeks:

- On the 18 March, in Harmony Week, the school has been asked to host an Australian Citizenship Ceremony at which 130 people will be accepting Australian citizenship. One of our secondary teachers is on this list. This is an excellent opportunity for our students to learn about citizenship and the responsibilities that this means for the citizens of a nation.
- On the 25 March, the school will be hosting the Francophonie Assemblee for 2014. This is a huge compliment for the school. The Primary Choir will be singing the 2014 Francophonie song as well as "We are the children of the world" at the conclusion of the Assembly. We anticipate that many Ambassadors will be in the school on that day. The assembly will be followed by a reception in the Conference Room for the official guests.

Having not mentioned this at the last P&C meeting, I would like to inform you that for several years now the students involved with the InterACT Club (supported/sponsored by Canberra Sunrise Rotary Club) have been fundraising to build school facilities in Vanuatu on the Island of Tanna at Port Resolution. The school was finally opened last November with much local celebrating that continued for many hours. The students and staff are very proud of their efforts as they raised well over \$100K, a fine example of the International Baccalaureate's (IB) Community and Service. Susan Alexander, a teacher at TPS, must be acknowledged for her vision, perseverance and determination to see this project through to completion. This was a seven-year journey and was an extraordinary effort for a school in Canberra!

I share both the 2014-2017 Strategic School Plan and the 2014 Annual Operational Plan (AOP) at this meeting. The 2014-2017 School Plan was prepared at a workshop last December by the School Executive Team. It was directed by the *Recommendations from the Bi-National Review Report* which the school received in early December. There was therefore a tight time-frame for the two reports to be written. The collaboration and cooperation of the 18 members of the school's Executive Team are to be commended. The 2014 Annual Operating Plan (2014 AOP) was finalised early this term and is in line with the priorities in the 2014-2017 School Strategic Plan as well as the priorities of the Education and Training Directorate's (ETD) Strategic Plan (2014-2017). Both of our plans are now on the Telopea Park School website.

The school is encountering problems in gaining permission from some parents for third party sharing of information. This means that for every website on which we need to share email addresses or specific log-ons, parents must sign for the school to be able to include their child/children. The French site *Pronote* is a good example as is ManageBac for secondary students. This has the potential to disrupt learning if parents do not wish their child to be included. Even Secondary parent/teacher meeting appointments (PTO) use a third party provider. I would like the P&C to support the school in this journey. Secondary information has been sent to parents; primary parents will be asked for their permission this week.

We were given information last week that the upgrade to the front of the school is about to go ahead. We are cautiously optimistic that we will see some movement this term. This is long overdue and hopefully will be completed quickly.



We still need to be reminding parents to drive carefully around the school. We are all busy people but child safety should be paramount on our minds. We ask that all parents consider others as they are dropping off and collecting their children.

I wish you all a happy and safe Easter break at the end of this term. Thank you all for your continued support of the school. This is always appreciated.

Kerrie Blain
10 March 2014

Treasurer's Report, March 2014

- As at 9 March 2014, the P&C has approximately \$152K in the bank
 - Of this, \$120K is allocated for school projects in 2014
 - 1 deposit for \$540 is unreconciled (noted in red in this report)
- Crowe Horwath have been engaged as auditor for the combined P&C. Audit for 2013 period is scheduled to start on 24 March.
- Open Actions:
 - Have approached NAB for quote for credit card facility. Action is with Treasurer to finalize proposal for approval and setup.
 - Had to restart setting up new signatories and removing legacy names due to 'form fill-in errors'... work in progress.

Account summary		> Export data	
Account ▲	Current balance	Available balance?	
 0082968790230766 BSB: 082-968 Acct No: 79-023-0766 Transactions Pay bill Transfer funds Account details	44,998.38 CR	44,998.38	
 0082968791075737 BSB: 082-968 Acct No: 79-107-5737 Transactions Pay bill Transfer funds Account details	107,880.16 CR	107,880.16	
Credit balance:		152,878.54 CR	
Debit balance:		0.00 DR	
Net position:		152,878.54 CR	

STATEMENT OF FINANCIAL POSITION AS AT 9 March 2014

	\$	\$
NAB - General Account	44,406.08	
NAB - Cash Maximiser		107,471.54
Balance Bank Accounts as at 1 January 2014		151,877.62
Add: Income year to date		1,118.62
Fete proceeds	0.00	
Raffle proceeds	0.00	
Interest	0.00	
GST Holding Account	0.00	
Uniform shop	0.00	
Debtors receipts		
Other	1,118.62	
Less: Expenditure		117.70
TPS Grants (see attached schedule)	0.00	
Bank Fees	0.00	
Catering	0.00	
Fete Expenses	117.70	
Raffle Expenses	0.00	
GST Holding account	0.00	
Other	0.00	
Add: Unpresented cheques		0.00
Operating balance as at 9 March 2014		152,878.54
NAB - General Account	44,998.38	
NAB - Cash Maximiser		107,880.16

Delegate report – September 2013

Presentation from the Directorate

Leanne Wright, Director of Learning and Teaching from the ACT Education Directorate came to speak at the meeting on several topics.

Phasing out sale of sugary drinks in ACT public schools

One out of four year six students in the ACT are now overweight or obese.

Soft drinks will be banned. Some drinks with sugar contents will remain if they have nutritional value eg flavoured milks.

Water stations will be rolled out across ACT schools quicker than originally planned – within 18 months. Around 2 per school with the possibility of more for larger schools.

There will be support for health school activities in schools, such as cooking, growing, education, bringing in food, PE etc.

Preschool matters

A website has been established to inform parents about preschool programs across the state. Not just limited to ACT public preschools.

There is a grants program providing \$500 to run events that help connect the school and the preschool and help with transition.

Gifted and Talented Policy

The Directorate has launched its updated gifted and talented policy.

Approximately 10 per cent of students are considered gifted/talented – the policy includes students who are gifted or talented in their academic studies, music, arts, sport.

Some parents expressed concern about the loss of the funded position for gifted and talented support within the Directorate.

Leanne Wright committed to ensuring that the policy would be given adequate support to ensure its successful implementation.

A number of parents said that the priority should be to ensure that schools implement the policy as many parents reported that they are not getting the support they need to extend their children's learning or helped to put in place an independent learning plan.

NAPLAN League tables

The Directorate brought together a group of key stakeholders to develop 'key messages' to outline concerns about newspapers publishing detailed 'league tables' as they do not consider that NAPLAN is a good indicator of school performance.

The ACT P&C Council encouraged P&Cs to publish the 'key messages' in their newsletters to help inform parents. I have sent these to Kerrie Blain.

Canteens

Nutrition Australia can do healthy assessments for canteens. Some funding to support this is available from the ACT P&C Council.

Online canteen ordering system is being supported for P&Cs wanting to adopt it in their schools, along with online ordering with NSW schools to provide discounts for bulk food purchasing.