

Minutes of Wed, 10 Feb 2016 Annual General Meeting

Subject Matter:	P&C Association Annual General Meeting		
Purpose:	Annual General Meeting (AGM).	Date:	10 Feb 2016
		Scheduled Time:	7:00pm-9:00pm
		Location:	Secondary Staff Room, NSW Crescent, Barton
Attendees:	Paul Haesler Andrew Medlin Kerrie Blain Justin Brown Debbie Tucek Catriona Dove Andrea Grazziadelli Robin Egerton Anita Gardner Michele McLoughlin Manon Gosselin Lisa McGourty Julie Glasgow Andrew Everard	Philippe Macleod Lisa Wallace Neri Lopez Bertotti Philippe Moncuquet Sarah Milligan Dean Cottam Christine Gustafson Matthew Bold Nancy Waites Laura Beacroft Stassia Saad Pauline Cullen Matthew Roper David Pullen	Penelope Cole Colombe Bories Peter Roberts Graham Bannerman Sophie Beauvais Derya Koc-McDonald Andrew Koc-McDonald Pascale Boulanger Noel Derwort
Apologies:	Emma Burns Christine Williams Jacinda Still Tom Kobal Emmanuel Texier Perry Head Ginny Toller		
Commenced 7:00			

Agenda Item		Discussion / Actions
2.	Approval of last meeting minutes	Debbie proposed motion to accept last meeting minutes of 9 Dec 2015. Seconded by Peter Roberts. Carried on a show of hands.
3.	Approval of 2015 AGM Minutes	Debbie motion to accept minutes of 2015 AGM. Passed on show of hands.
4.	Annual Report from P&C President	<p>The tennis court battle consumed huge amount of the P&C last year. Paul briefly recounted the story to those present. Paul mentioned Fete income was down a little from the previous years, but the atmosphere and community spirit was fantastic. The P&C is looking for a new parent volunteer to take over the school uniform shop. Andrew Everard (last year's parent volunteer) described the role in the uniform store, which pays \$18 per hour plus super. Current scheduled opening hours are Monday morning, Tuesday afternoon & Wednesday lunchtime. This shop is valuable to the P&C as it does return some significant revenue. Catriona pointed out there is a certain flexibility in the hours of operation, pending negotiation with the school. A new volunteer will likely have some flexibility to nominate hours that fit their schedule. Some parents expressed a non-committal possibility of helping run the uniform shop. The P&C will continue to pursue leads in this regard.</p> <p>Paul commended the attendance at this AGM and appealed to those present to consider dedicating a little of their time to the P&C through the year, as every little bit of extra help lowers the burden for all. Debbie added that more participation helps the parent community of the different parts of the school to mix more and become more integrated.</p>

5.	Accounts Report from P&C Treasurer	<p>Justin submitted a written report before the meeting. Justin summarized his written report and commented that the audited statements are not usually available for the AGM.</p> <p>Justin made note of the following regarding current P&C accounts: \$160K is set aside for school projects. Audit is scheduled to start at end of Feb. The profit from the Fete and Raffle combined is \$35K. Paul recapped the outcomes of the funding meeting of last Nov (minuted in the last P&C Meeting minutes) regarding funding of playground improvements.</p>
6.	Principal's Welcome Note	<p>Kerry apologized for being slightly late. Kerry provided a written report, attached to the meeting pack for this meeting. Kerry thanked the parents for their involvement with the school. Kerry commented that her written report covers mostly same ground as her introductory Telopea Topics (TT) letter. Kerry pointed out that kids arriving too early at school is still a problem.</p> <p>Traffic is an ongoing concern at the school, with parents frequently observed driving in a hurry around the school. Kerry appealed to the community for parents and children to do the right thing. Road safety around the school will be a priority this year. General school safety is also a major theme this year. The school has requested an automatic gate at the side where teachers bring their cars in and out, to relieve the manual inconvenience of having to get out and open and close the gate during the day. Kerry reflected on the school bomb & security threats around Australia recently. In accordance with established drills procedures, the school will have a practice evacuation tomorrow (11 Feb). Tomorrow's practice drill will be a yellow lockdown. A red lockdown drill will have to be exercised at some time during the year. The Front Office have been updated on how to respond to a threatening call in light of recent events.</p> <p>Kerry recapped the need and importance of Voluntary Contributions from parents at TPS. It is critical to the provision of the excellent curriculum, especially the bilingual stream. Debbie asked about the discount structure for 2nd and subsequent children - Kerrie explained this will appear in a pending letter to the school parents.</p> <p>Kerrie explained that BYOD has started this year, grades 6-10, and is going well. The Secondary assessment calendar to parents has recently been sent out. Parents are encouraged to coordinate with kids to teach them organizational skills using this calendar.</p> <p>Emmanuel Texier is not here today. Today there was a secondary inspector from France in the school. Kerrie said the AEFÉ agreement has been signed. TPS is now an official AEFÉ partner school.</p> <p>Kerrie commented that with 527 primary students and 840 secondary students, the school is slightly overcapacity. Kerrie is pushing for a language learning center to help alleviate the pressure. The pressure is mainly in the secondary school, over capacity by about 40 students, due to people moving into area to access the secondary school.</p>

7.	School Board Rep Comment	<p>Paul briefed those present on the role of the School Board, and contrasted with the P&C. The Board is a governing body with members from school, parents (3 reps), French govt, Aust govt, and students. The Board steers the school's strategic direction, meeting once a term between P&C meetings. Parents can access the Board via representatives or by email. The Board also approves curriculum documents, overseas excursions, amongst other things. Laura B commented that the Board Action Plan, which is up on the website, is well worth looking at. Peter Roberts commented there is a parent Board position currently open for consideration this year. Nominations are open for another week.</p>
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8. Election of Executive and Office Bearers

Kerrie commenced by declaring all positions vacant. The meeting proceeded to request nominations and voted on formal positions with the following outcomes:

Position	Outgoing holder	Incoming holder
President	Paul Haesler	Paul Haesler
Vice President (2)	Emma Burns, Laura Beacroft	Peter Roberts, David Pullen
Secretary	Andrew Medlin	Pauline Cullen
Treasurer	Justin Brown	Justin Brown
Public Officer	Catriona Dove	Catriona Dove
ACT P&C Council delegate	Perry Head	Julie Glasgow
Communications Office	Debbie Tucek	Emma Perkins
Assistant Secretary	Raana Asgar	Anita Gardner
Assistant Treasurer	Jypara Ismailova	Philippe Moncuquet
BASC Coordinator	Andrea Graziadelli	Andrea Graziadelli
Grants Officer	Bernadette Kelly	Andrew Koc-McDonald
Lost Property	Chris Berg	Christine Gustafson
Returning Officer for School Board Elections	Peter Roberts	Peter Roberts
Fete Coordinator	Jacinda Still	TBD by Fundraising Committee
Raffle Coordinator	Ginny Toller	TBD by Fundraising Committee

Record of nominees and notes:

President: Paul Haesler.

Vice Presidents (2): Peter Roberts (seconded by Stassia Saad), Dave Pullen (seconded by Matthew Roper).

Secretary: Pauline Cullen.

Treasurer: Justin Brown.

Assistant Treasurer: Philippe Moncuquet

Assistant Secretary: Anita Gardner.

Public Officer: Catriona Dove.

P&C Council Delegate: Julie Glasgow.

Comms Officer: Emma Perkins. Debbie is available to assist, just not be the primary person.

BASC coordinator: Andrea Graziadelli. Andrea indicate a 'succession plan' should be in place as this is a very important role. Andrea is looking for an assistant to start with.

Grants Officer: Andrew Koc-McDonald.

Lost property: Christine Gustafson.

Returning Officer: Peter Roberts.

		<p>Fete Coordinator: No nominations. Pascale suggested engaging the school community to find a nomination ASAP. Debbie commented that we need to call for interest in the Fundraising Committee as it is a very important committee. The following attendees expressed intention to be involved in the Fundraising Committee: Andrew Medlin, Jacinda Still, Pascale Boulanger, Colombe Borie, Penelope Cole, Stassia Saad, Catriona, Dean Cottam, Sarah Milligan, Lisa Wallace, Lisa McGourty.</p> <p>Uniform Shop: Talk to Andrew Everard if interested. Manon suggested also some grandparents may be interested.</p>
9.	Primary Playground presentation	See playground subcommittee notes attached to meeting pack.
10.	Acknowledgement of Fete & Raffle Coordinators	This took place before the formal commencement of the AGM while Jacinda was still present.

11.	School and P&C subcommittees – notice & call for interest	<p>Paul asked for those interested in subcommittees to contact him to find out how to become involved (or attend next P&C meeting).</p> <p>Traffic subcommittee: Noel Derwort - agenda from last year will continue this year.</p> <p>Fundraising subcommittee: see above list of potential volunteers.</p> <p>Playground subcommittee: Manon Gosselin. Manon gave brief overview of the committee activities planned for the year and ongoing discussion with government departments on use of green space. Requested specifically for assistance making a video for a competition entry to try to win quadrangle redevelopment funding. Manon presented a promotional poster outlining the forward plan for improving the playgrounds. Debbie pointed out sample architect sketches posted on the notice board.</p> <p>Music subcommittee: Organizes after hours music lessons. Christine Williams is managing this committee on an ongoing basis.</p>
12.	AOB	<p>Parents can use the P&C web site (http://www.telopeapnc.org.au/) to sign up to P&C mailing list. A notice about the above P&C subcommittees will also come out in TT.</p> <p>Stassia asked for volunteers to help look after the school vegetable garden. Look out in TT for notices that volunteers are required. Normally this work is done within school hours. (Note that participation requires an ACT 'working with vulnerable children' authority.)</p> <p>Debbie mentioned the Skoolbag app, encouraging parents to download and use it.</p>

13.	School Committees	<p>The following school committees are open to parent volunteers:</p> <ul style="list-style-type: none"> Curriculum committee. Gifted talented committee. IT committee. Reconciliation committee. Health promotion committee. Bilingual committee. 		
Meeting closed 8:35 pm.		Prepared By:	AM	14 Feb 2016
		Approved By:	P&C Exec	Not yet approved