

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

**Agenda  
Wednesday 22 March 2017, 7.00pm**

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SECONDARY STAFF ROOM, NSW CRESCENT, BARTON

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|-----|--|--------|
| 1.  | Apologies/Attendance                               | 5 min  |
| 2.  | Business Arising                                   |        |
|     | • Action Items from previous meeting               | 5 min  |
| 3.  | Report from P&C President                          | 5 min  |
| 4.  | Report from Principal (written)                    | 5 min  |
| 5.  | Report from Proviseur (verbal)                     | 5 min  |
| 6.  | Report from Treasurer (written)                    | 5 min  |
| 7.  | Report from P&C Communications Officer (verbal)    | 5 min  |
| 8.  | French school supplies (President)                 | 10 min |
| 9.  | School lunches (President)                         | 10 min |
| 10. | Pedestrian crossing on Telopea Park (Nancy Waites) | 10 min |
| 11. | Lost property (Clair Bannerman)                    | 5 min  |
| 12. | AOB  | 5 min  |

Estimated closing time

8.15 pm

## **P&C Principal's Report**

### **22 March 2017**

It has been a busy and productive term. This is week 8 and we can now say that our new kindergarten children, as well our year 7 students, are well settled into the routine of being Telopea Park School students. I thank the professionalism and care of the staff for this.

As you know, at the start of the year I emailed all families with our **school's request for contributions** towards the additional resources, both curriculum-focussed and staffing, that we need in order to maintain the excellent standards that we consistently demonstrate. These include the French Stream contributions for all primary and EFS families as well as the school voluntary contributions. Unfortunately, many families do not contribute. I sent a reminder to families in week 6. I have a request of the P&C as to how I could better communicate this request of families.

As a **BYOD school**, we have asked all parents to buy their child a device for use at school and at home. Our device of choice has been a Chromebook as this has the correct specifications needed at school. Thank you to the P&C for supporting us with this.

#### **Online textbooks**

This year parents have been asked to pay \$75 for each child to have access to online textbooks in Mathematics and Science. We no longer can use hard copy texts. This has caused many families to complain about the ongoing costs of education. Fortunately our families have not contributed annually to text book costs in the past, so this is a change in culture. The major publishing houses are no longer keeping up-to-date in hard copy texts.

**NAPLAN testing for 2017** will take place in weeks 3 and 4 of term 2. This year for the first time all testing (except the writing component of year 3) will be online. We are presently preparing for this. An email will be sent home to parents in week 9 to let them know the new format.

#### **Reports and Parent/Teacher interviews.**

Primary progress reports were sent home last week (week 7) and secondary progress reports will be sent home next week (week 9). Primary parent/teacher meetings are being held this week and secondary meetings will be in week 10. These meetings are in different weeks for primary and secondary students so that PTO (parent teacher online) can be used.

#### **School Review**

This year the school will undergo the Bi-National Review (every four years) in June. We have also been asked to comply with all other ACT schools and to undergo an ACT Review in August/September. I will have more information next term when I know the dates and the requirements of each review.

#### **School camps this term**

**Year 7** students had a very successful three-day camp at the Narrabeen Sport and Recreation Centre. The majority of our 224 new Year 7 students attended and were guided through programs in getting to know each other as well as having the opportunity to engage with their teachers.

**Year 5** students also enjoyed an excellent camp at Long Beach on the NSW south coast this term. Their focus was on sustainability, looking after the environment with a better understanding of the role they can play. They also got to know how to support each other better in many team-building exercises.

Thank you sincerely to the teachers who accompanied both camps. Teachers do this willingly but we must also remember that it is a huge responsibility as well as a considerable extra workload.

### **Literacy Plan**

This year we are writing a new Literacy Plan for all students, kindergarten to year 10. Andrew Livermore, a teacher in the English faculty is leading this initiative. We are highlighting the need for good literacy to underpin the teaching of all disciplines.

### **PANL**

This year also we have become a PANL Primary school. This stands for *Principal as Numeracy Leaders* school. To this end Peter Clayden, Robin Egerton, Alisha Tooma, Laurence Barthélémy and I attending a briefing session in the Directorate for two days last week. We plan to support teachers to ensure that every child is numerate at their correct level and has the requisite skills to progress in Mathematics each year.

### **Organisational skills**

I spoke to all secondary students last week about the use of their school diaries. I am asking all families to support their children in this as we know that good organisational skills underpin their success in school. The diaries are planned and produced by the school each year to support our students. We are presently looking into the possibility of extending this to the upper primary school.

### **Invitation to parents to sit on school committees**

At the last P&C meeting, we invited parents to be part of the planning and to support the operation of the school by nominating to be members of the following committees:

Curriculum Committee (Wednesday week 5, 3.30pm)

Gifted and talented Committee (3.30pm)

Safe School Committee (8am)

Reconciliation Action Plan Committee (Wednesday week 6, 3.30pm)

Information Technology Committee (tba)

Bilingual Committee (3.30pm)

Each committee will meet once a term at either 8am or 3.30pm as shown above.

*Kind regards*

*Kerrie Blain*



*17 March 2017*

## Treasurer's Report

### 19 March 2017

- As at 19 March 2017, the P&C has approximately \$85K in the bank. Of this...
  - \$100K is allocated to 2017 school grants
  - \$24K owing from the school to complete the Primary Playground soft-fall upgrade
  - \$10K is allocated for P&C operating expenses in 2017
- 2016 financial year Audit started on 14 March
- Main transactions since last meeting
  - \$65K paid to complete the Primary Playground Project
  - \$15K received for 2016 GST refund
- Open Items
  - Update NAB banking signatories

#### P&C Accounts as at 6 February 2017:

Welcome <b>Justin Brown</b> .		
You might want to <b>stop receiving paper statements</b> .		
<input type="checkbox"/> <b>Account summary</b>		<b>Export data</b>
Account ▲	Current balance	Available balance?
 <b>0082968790230766</b> BSB: 082-968 Acct No: 79-023-0766 <a href="#">Transactions</a>   <a href="#">Pay bill</a>   <a href="#">Transfer funds</a>   <a href="#">Account details</a>	19,581.87 CR	4,673.87
 <b>0082968791075737</b> BSB: 082-968 Acct No: 79-107-5737 <a href="#">Transactions</a>   <a href="#">Pay bill</a>   <a href="#">Transfer funds</a>   <a href="#">Account details</a>	65,216.03 CR	65,216.03
	Credit balance:	84,797.90 CR
	Debit balance:	0.00 DR
	Net position:	84,797.90 CR

## TELOPEA PARK SCHOOL PARENTS &amp; CITIZENS ASSOCIATION

## STATEMENT OF FINANCIAL POSITION AS AT 19 Mar 2017

	\$	\$
	NAB - General Account	53,754.88
	NAB - Cash Maximiser	85,135.99
<b>Balance Bank Accounts as at 1 January 2017</b>		<b>138,890.87</b>
<b>Add: Income year to date</b>		<b>14,987.92</b>
Fete proceeds	0.00	
Raffle proceeds	0.00	
Interest	80.04	
GST Holding Account	14,907.88	
Uniform shop	0.00	
Other	0.00	
<b>Less: Expenditure</b>		<b>69,080.89</b>
TPS Grants (see attached schedule)	64,532.87	
Bank Fees	29.80	
Catering	0.00	
Fete Expenses	4,518.22	
Raffle Expenses	0.00	
GST Holding account	0.00	
Other	0.00	
<b>Add: Unpresented cheques</b>		<b>0.00</b>
<b>Operating balance as at 19 Mar 2017</b>		<b>84,797.90</b>
	NAB - General Account	19,581.87
	NAB - Cash Maximiser	65,216.03
<b>Cash in bank as at 19 Mar 2017</b>		<b>84,797.90</b>

**Income**

**TELOPEA PARK SCHOOL P&C**

**INCOME RECEIVED**

DATE	FETE PROCEEDS \$	RAFFLE PROCEEDS \$	INTEREST \$	GST HOLDING \$	UNIFORM SHOP \$	OTHER \$	TOTAL \$	NOTES
31-Jan-2017			44.78				44.78	Interest on Cash Maximizer account
28-Feb-2017			35.26				35.26	Interest on Cash Maximizer account
17-Mar-2017				14,907.88			14,907.88	GST Refund for 2016 processed by BASC
	0.00	0.00	80.04	14,907.88	0.00	0.00	14,987.92	

**Expenditure**

**TELOPEA PARK SCHOOL P&C**

**EXPENDITURE**

DATE	CHQ #	PAYEE	TPS GRANTS \$	BANK FEES \$	Catering \$	FETE EXPENSES \$	Raffle Expenses \$	GST HOLDING \$	MISC. \$	TOTAL \$	NOTES
3-Jan-2017	online	Les Explorateurs Scout Group				546.60				546.60	Crepe Stall (50% profit share with scouts)
3-Jan-2017	online	Debbie Tucek				160.47				160.47	Showbags Stall
3-Jan-2017	online	Suez Environment				856.44				856.44	Fete Garbage Services Invoice 17597341
3-Jan-2017	online	Genplus Hire Pty Ltd				2,954.71				2,954.71	Fete Electricity Generation Invoice 161127
1-Feb-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
17-Feb-2017	476	Bruce's Landscaping	58,666.25					5,866.62		64,532.87	Playground Project - invoices 771, 772, 774
1-Mar-2017	automatic	NAB		14.90						14.90	Credit Card Merchant Monthly Fee
			58,666.25	29.80	0.00	4,518.22	0.00	5,866.62	0.00	69,080.89	