

Telopea Park School / Lycée Franco-Australien de Canberra

Parents & Citizens Association Meeting Minutes

Date of Meeting: 9 May 2018

Meeting opened: 6.30pm

Attendees

Colombe Bories	Robin Egerton	Michelle McLoughlin	David Binan
Philippe Moncuquet	Audrey Michiels	Clair Bannerman	Sophie C
Sophie Beauvais	Amali B	Pauline Halchuk	Stacey Francis
Justin Brown	Sandra Wiens	Catriona Dove	Sarah Milligan

Apologies

David Pullen	Nicola Smith	Kerrie Blain	Trish Roudnew
Pauline Cullen	Lisa Lockey	Ann Evans	Wendy Ho
Shaoze (Sage) Wang	Chris Farmer		

1. Acceptance of minutes from the meeting 28 March 2018

- Agreed – Phillippe

2. Actions arising from last meeting

a. P&C letter

- Michelle noted that the letter to the school community is good to go out now. The school front office is happy to send it out on behalf of P&C.
- P&C asked whether the letter includes reference to EOFY tax deductibility and whether it includes benefits of ministerial visits (see Provisieur's report) as this is a good incentive.

Action: Trish to check whether the letter includes reference to EOFY tax deduction, and then liaise with the school front office to distribute.
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b. Kerrie to organise education for the parent community on effective facilitation of ICT

- Carried forward.

c. School to provide written funding request for a scanner to assist with Brevet

- Carried forward.

d. P&C to seek volunteers to lead uniform selection, in consultation with the school

- Ongoing. See Treasurer's report below.

e. Kerrie to speak to the school community about bringing dogs on the school grounds

- Complete.

f. Penelope Andrews to prepare info on cybersafety and circulate to the P&C

- Carried forward.

3. P&C President's report

- As tabled

4. Principal's report

- As tabled.
- P&C asked whether there will be much churn in staffing mid-year. David noted that 7 teachers are leaving across secondary and primary. They will all be replaced; the decision on one replacement is outstanding.
- P&C asked about school action plan. Michelle clarified that 2018-2021 strategic plan has just been approved, the 2018 annual action plan has not yet been finalised. 2017 action plan should be published on the school website in the near future.
- P&C discussed the Gonski 2.0 report and the school's positive focus on formative assessment and student wellbeing. On the latter, the school is introducing 'Friendly Schools Plus'; Anna McGowan would like to come and speak to P&C about this program at the next meeting.

Action: Anna McGowan to present to P&C on the 'Friendly Schools Plus' program

5. Proviseur's report

- As tabled.
- A new French Bac will be introduced in 2021.
- David noted that the school is delighted to be invited to take part in ministerial / diplomatic events and celebrated this involvement, notwithstanding the significant organisation that this required. Brevet is coming up in near future.

6. Treasurer's report

- As tabled.
- Audit: Sarah noted she is trying to contact auditors at present for checklist of requirements. Justin asked the BASC team to consider revising records management procedures to ensure corporate memory is retained.
- Uniform shop: samples will be ready this week. Meeting scheduled 23 May to view full range; will need to review with parent reference group.
- Pickles will shortly provide Justin an accurate stock report to buy-out the contract.
- Colombe asked whether the 3D printer purchased using the 2017 P&C contribution was being used. Michelle noted that it has not been used and that health concerns regarding its use has been raised. Michelle noted the P&C can hang on to the funds until further notice.

Action: P&C committee to nominate three member parent reference group out of session

Action: School to advise P&C when a decision re: purchase of 3D printer (or not) has been made

7. Before and after school care report

- Julie has taken 9 weeks long service leave. Jo has taken over management of finances.
- Services are progressively going online and outstanding payments are being reconciled.
- Holiday program is being transitioned to MyFamily Lounge.

8. P&C Communications officer report

- Nil.

9. Any other business

a. Fundraising

- Disco date is confirmed for Friday 22 June.

b. Locking school gates at 9.00am

- This practice will continue. ACT schools gates must be locked to ensure student safety.

Meeting closed: 7.40pm

Next meeting: 20 June, 6.30–8.00pm