

P&C Meeting 3/2015 May 6 - Minutes

MEETING: TERM 2 WEEK 2
Date: Wednesday 6 May 2015
Time: 8.30 pm – 9.30 pm
Location: Forrest Primary School

1. Welcome, introductions & apologies

Chair

In attendance: Jenny Bramley, Perdi Mitchell, Belinda Fitzgerald, Rudi Emerson, Robyn Calder, Jemma O'Brien*, Karen Gardner, Rebecca Vavic, Louise Youngman, Simone Mills, Kate Hambly, Tui Davidson, Samantha Neal, Cate Clunies-Ross, Chris Pilgrim*, Nicole Richardson*, Michelle Bourdet*, Raeline George*, Hayley Singh* and Pam Edwards*. (* denotes school staff or employees).

Apologies: Sally Troy, Amanda Hill, Ro Mitchell, Ali Kobal, Melissa Turner, Sandra Thom, Verity Blackman, Yvonne Uren and Janelle Tennant.

2. P&C discussion/decision items

b. Trivia Night - Friday May 29 - preparation

Perdi, Louise and committee

Many donations have been received and thanks to Louise for her very active role in this. These have been advertised in the school newsletter and will also be posted to the P & C website. There are a broad range of donations.

At this stage not many tickets had been purchased. There was a reminder to buy tickets.

The class year artworks were being organised. Perdi had bought the art supplies for these.

It was thought that it would be good to designate where the funds raised from the Trivia night would go. People liked to know who or what their donations were supporting. More thought would be put into this.

ACTION: Decide ahead of time where the monies raised from Trivia Night would go.

c. Rental Agreement finalisation

Perdi

There were a few items to be finalised, as raised by the lawyer, and this would occur in the next few weeks.

d. Donation to school (and BBQ)

Perdi

It was proposed that the P&C would fund the school to buy a new BBQ, support the library project with funding over two years and give donations to Nepal (Save the Children) and Vanuatu (Childfund Australia).

Discussion:

BBQ up to \$1500 - carried - with the specification that a commercial grade BBQ be purchased.

Donations to overseas disaster in support of the children: It was argued that more should be donated as they needed shelters, food and water in Nepal and the money would help rebuild schools in Vanuatu as opposed to our wants and wishes.

Library project: Robyn spoke about the discussion at the board level. There was in-principal

agreement but there was work to do on how the library would be used. Simone asked about the quote - it was from the ETD and presumably covered most contingencies and with decks and out door spaces the cost would have gone up. The architect had been funded by the ETD.

A request for a teacher librarian was put forward, given this new space but this was unlikely to be funded by the ETD, being part of a different budget. Funding for staff was decided on student numbers and the needs of the children in the school. It was suggested that the P&C could write to the ETD and ask for a librarian. Chris stated that the ETD would respond "talk to your principal". Odette had been part of the release rosters so only spent 1 1/2 - 2 days as a librarian.

Tui asked about the staffing of the current library. Hayley Singh was currently in this role, helping on the release roster.

The special programmes run by the school depended on the skills and expertise of the current teaching staff - at the moment this included PE and the language program. These as well as the temporary librarian (Ms Singh) were part of the release roster. There was no music at the moment.

Votes - majority support for the library. A letter will be sent to the ETD with our commitment.

Donation to charities - yes and to build future relationship with schools overseas. Carried by the majority. Jenny was against this - more should be given now.

Actioned: Simone to send letter to the ETD regarding the P&C agreeing to part fund the library over the next 2 years.

3. Standing items

a. Minutes of last meeting

Secretary

The minutes of the previous meeting were approved - proposed Perdi and seconded by Kate.

b. Action list review

Jenny Bramley

Restorative practices - an education session/forum was to be planned this year.

c. President's report

President

Addressed in the AGM.

d. Principal's report

Chris Pilgrim

Chris thanked the outgoing committee - for the progress over the past year and the support that the P&C has given to the school. Thank you also to the executive committee in all their efforts (Perdi and Kate for all the meetings and the rental agreement and to Jenny for her work as the secretary).

Thank you also for committing to the library project and funding the school BBQ.

Thank you to Odette - our previous teacher-librarian. A thank you/ farewell do is being planned.

PYP - preauthorisation visit by Tami-Jo Richter. Two day visit - meeting with all the staff, the Board and some of the students. She was impressed with the Homework club, the involvement of parents in the school and the students. She recommended 'whole staff' PYP teaching sessions.

Chris asked "what do the parents want to know about PYP"?

These were some suggestions on possible forum topics and getting the school and community together. Feedback could be sought through the parent rep network.

Positive education

Maths nights - parents liked this or perhaps a science evening

Bedtime stories

Camp out - a national program

e. Deakin Preschool liaison report

There is an elected liaison officer - still need her email.

ACTION: Find out who is Deakin preschool liaison officer and add to email list.

f. Board report

Robyn

The fence decision is being discussed with newsletter articles to be posted.

Language in the school is also on the agenda - language is now required in the curriculum

Class size - how to help the teachers

AOP - fine tuning this.

Expenses for the year - a list was being drawn up for the parents, especially for the senior years where the camps added to the costs. It was discussed that the cost for the swimming lessons could be included.

Actioned: Nicole will include the cost of the swimming in "expenses for the year list".

g. P&C Council report

Recent hot topics meeting - discussed the capital funding and maintenance program. Available at: http://www.actparents.org.au/images/Notes_from_Council_Hot_Topics_Meeting_of_24_Mar_15.pdf

i. Parent Rep Liaison

It was noted that several of the recent emails had not been forwarded. Nicole would send an email to prompt the class parent representatives.

Actioned: Nicole sent reminder email to class representatives.

4. Any other business

President

Chickens - ?Plans for school holidays. The chickens were looked after by Chris, Jemma and Patrick. They have recently acquired a few new chooks. The chooks were allowed to die of natural causes.

Suggestion - **Michael Salmon** (author and artist - The Monster who ate Canberra). He was available to visit the school (for a fee). This should be raised with the school executive.

Hours of duty of care. Several queries were raised, in response to a newsletter item, as to the hours of staff supervision of the children. The times in the newsletter were slightly abbreviated - many children are dropped off well before 8.30am and there are a number of parents who did not pick their children up until well after 3.40 (and even 4pm). There is an executive staff member in the school from 8.30am with a teacher on playground duty from 8.40am. Previously children were sent to Afters if their parents were late in the afternoon (but now more difficult if not registered for the service).

Email list (for newsletter) - some parents reported that they had dropped off the mailing list 4 times already this year. Chris and Pam will discuss this with Vikki (front office).

Actioned: Vikki checked current email listing via individual email to parents.

Fence - up for consideration at the board meeting next week. It would be based on the four criteria as in the previous letter sent out to parents.

Road works on Hobart Ave - to improve the traffic at school pick up time and make the school crossings safer. It was noted that cars frequently drove through the school crossings without stopping.

Trees - all work completed but Chris was keen to have some of the trees reviewed.

Thanks & Conclusion

Chair

Next P&C meeting: Term 2, Week 8, on Wednesday 17 June 2015 at 7:30pm.