

Turner P & C
Minutes of the P&C General Meeting 17 November 2015
(Turner School Library)

Attendees

Helen Bell (President) Chair
Ephraim Grunhard (Vice President)
Greta Doherty (Secretary)
Heather Kettle (Treasurer)
Ilea Buffer (Assistant Treasurer)
David Dunstan (Public Officer)
Clem Jones (Minute Secretary)
Jo Padgham (Principal)
Robyn Watson (Deputy Principal)
Jen Faul (Exec Teacher)
Robert Edwards (Board Chair) (partial attendance – left half way through)
Diane Jones
Nicolette Bramley
Damien Ellwood
Jodi Woods
Margaret Makeham-Kirchner
Meena Mahala
Anne Napier (partial attendance – left 2/3 of the way through)

Welcome

Helen Bell opened the meeting at 7.40pm and welcomed all those present.

Apologies

Robyn Thurecht

Acceptance of Minutes of Previous Meeting

The Minutes of the meeting held on 21 October 2015 were accepted –Helen Bell, seconded Greta Doherty.

Business Arising from Minutes of previous Meeting

Continuing Community consultation on plans for car park alterations and containment fence

To be discussed under separate agenda below.

Look at the potential to conduct a Market Day during the school holidays

Meeting supported proposal to be held out of school grounds. Helen Bell to check options for holding stall, preferably in high pedestrian traffic areas, e.g. along Moore St. To be followed up with the Class Parent Contact group. ACTION COMPLETE.

Reports

(a) President's Report

The following points/issues were reported on by Helen.

- Great fete, a real sense of fun and excitement - very kid friendly. Thanks to everyone. Need to send one last fete "thank you" e-mail - a general thank you to all, including sponsors plus an opportunity to include a further thank you in the next school newsletter.
- Teacher's Breakfast. Thanks to all those who helped out with the teacher's breakfast. Thanks also to the teachers for their time with the kids Disco.
- Class Parent Contacts – network has worked very well; dinner planned for tomorrow night at Duxton's all welcome-
- Orienteering championships on this week. Proposal to support orienteering to be discussed under general business.
- Parking/fencing Thanks to Jo Padgham and Kirsty Westaway, School Board. Discussed further under separate agenda item.
- Bike racks , need raised by parents, especially need for bike parking on David St side - carried forward to 2016 but need to ensure racks are considered.
- Role of P&C in decision making - Bob Edwards sought clarification of the P&C decision making process. Item discussed and Moved Ephraim Grunhard seconded Clem Jones that when a decision is made by the P&C meeting asking the Board to consider an issue or asking the Board for advice, the P&C President or Secretary would convey the request to the Board Chairman via e-mail in as soon as possible after the meeting.
- School concert picnic/BBQ – call for volunteers to help with BBQ.
- Retirement of Building Services Officer Romano Brajuha. Moved Ephraim Grunhard, seconded Clem Jones that the P&C purchase a \$250 Bunnings Gift Card to be presented to Romano at the school concert in recognition of the work he has done, not only for the school but in helping out at all P&C relayed activities. Carried. Helen Bell to write thank you speech and has asked for comments/anecdotes to be included in the speech.

The President's full report is at Attachment A

(b) Treasurers' Report

Heather Kettle advised that:

- The bank accounts are healthy, after the fete
- Fete takings banked were \$28,000 - including donation of \$1,100 but \$3,200 to be reimbursed/paid for fete expenses
- Payment of fees to Pegasus Riding School still outstanding. Heather to check with Jo Padgham on amount to be paid and Jo to follow up with Lions Club re possible contribution. Helen thanked James Turvey for organising the donation by the Lions Club to the Pegasus program.
- Proposed expenditure on bike racks removed from budget – item referred to 2016 committee.

Moved Ephraim Grunhard, seconded Helen Bell that the Treasurer's Statement be accepted. Carried.

A copy of the Treasurer's Statement is at Attachment B

(c) Principal's Report

Jo Padgham presented the Principal's report covering Learning and Teaching; Leading and Managing; Student and Community Engagement.

Items Jo highlighted were:

- The fete-what a wonderful day. Thanks to the organisers, Heather, Pip, Helen, Di and Kirsty.
- Reminder of the Volunteers morning tea – over 250 invitations sent out.
- Swim programs – Aquasafe - 84 year 2 students and AIS Learn to swim – 127 students from the other 5 years. Great programs and great effort especially from all staff and students involved. However, it was a major logistical exercise and consideration is being given to splitting the program next year. David Dunstan thanked the school for participating in the program, his child had a wonderful time. Anne Napier advised that an after school/weekend swim program is available at Dickson Pool for those wishing to continue learning to swim. Anne is to prepare an advertisement for the newsletter.
- Aboriginal and Torres Islander Culture Day at Corroboree Park. A small group of Turner students attended and participated in the celebration. A really beautiful day.
- Increase in enrolments in 2016 from 655 to 677. Anticipate same number of classes. Capacity issues with the move of a “bulge” of students from David St to Condamine St being worked through with Directorate. The meeting asked if this meant larger class sizes. Jo said as the increase will be spread across the school, changes in class sizes should not be an issue.
- Annual Operation Plan – last year of current plan. Jo was asked about opportunities for school community engagement in drafting the new plan. Jo said 2016 is the last year of the school's Strategic Plan. The Annual Action Plan for 2016, as the Annual Operating Plan for 2016 will be called, will show the next steps in terms of actions for us to achieve our overall 4 year Strategic Plan priorities. Jo explained the process and that key actions would be placed in the next newsletter for comment. The new Strategic Plan will be developed at the end of 2016.”

(d) School Board

Bob Edwards:

- thanked the P&C for its effort with the fete as well as organising and providing breakfast to celebrate World Teacher's Day.
- thanked all those who've paid their voluntary contributions – they doubled over the last month. The Library contributions have risen a lot from last year.
- Advised that the Directorate invited the Board to comment on the new draft school uniform policy that is focussed on high schools in particular.
- Thanked all the parents, community, teaching staff and children who provided their feedback and comments on the car parking options and fence and thanks to Kirsty Westaway for taking the lead on this project.

Attendees discussed the Board report from the latest school newsletter, in particular the item in relation to the school's policy on bike shorts and leggings. Some members felt that the advice in relation to wearing bike shorts and leggings was directed specifically at girls and it was agreed that Helen Bell would write to the Board and request that in the future, the language of the school uniform conversation be adjusted to ensure that it is inclusive.

The results from the Staff Satisfaction Survey were then discussed and in particular it was noted that the results were by and large encouraging with increases in teachers motivating children to want to learn. However there was a drop in technology use and a drop in parent satisfaction with the approach student behaviour management, while overall students were happier.

Jo reported that the Directorate is committing funds to improve WI-FI capacity in schools including Turner and are looking at other ways of improving Turner's use of technology. Jo said the use of IT is a priority area for Turner for 2016.

Proposal to introduce Orienteering in Turner School

Anne Napier submitted a proposal to see if

1. there is interest from the P&C and the school in embedding orienteering at Turner school and
2. the P&C is interested in providing some seed funding to help the school get it established.

The proposal was discussed at length and there was strong support for the proposal. However as the proposal would involve the expenditure of around \$3000 and would need a commitment of teachers' time and resources, including discussing with the Turner School Sports Committee, which Jo agreed to progress. The meeting decided to defer a decision to the 2016 P&C Committee. In the meanwhile, Anne undertook to investigate the timing of orienteering activities in 2016.

Voluntary contributions for 2016

Bob Edwards advised that turner School Voluntary Contributions were set at \$90 for one student; \$110 for two students and \$130 for three or more students.

The meeting endorsed the fees. Options for the P&C to top-up any shortfall in funds raised by the voluntary contributions were discussed and it was agreed that the current system remain in place.

Internal containment fence – options/solutions with a view to informing submission to the Board

Quotes for options to the internal safety fence were received. The quotes for the 19 metre standard fence were \$5-7500 and quotes for a "decorative panel" safety fence were in the order of \$32,000.

It was noted that the designs provided for the decorative panel fences were totally impractical and would not have met any of the guidelines for safety fences.

Moved Clem Jones, seconded Ephraim Grunhard that the meeting agree to support the standard fence option. Carried, but not unanimously.

Jo noted that initially we did call our fence a 'containment' fence. The term 'containment' has since been associated with the structure in a classroom in another school. Thus our Directorate prefers not to use that term. The Directorate instead is using the word 'safety' for our fence. It is not a security fence as the specifications for a security fence include 2.1 m height usually with the arrow spike tops. We have been explicit in all our communication with the Capital Works team to not use the word 'security'.

Fundraising

(a) *Fete wrap-up.*

Heather Kettle thanked the fete and P&C committees, all the volunteers and staff for their efforts. Everyone worked extremely hard and it was a fabulous fete and the committee now needs to

consider carefully how the money is spent given the effort taken to raise it.

(b) *Family portrait update*

Margaret Makeham-Kirchner advised that bookings are slow. One more attempt to attract sufficient numbers, otherwise booking will need to be cancelled.

(c) *Fundraising options for 2016, including consideration of viability of a fete*

Discussion on this item was deferred to 2016 committee. However, assuming a fete will be held in 2016, Moved Margaret Makeham-Kirchner seconded Greta Doherty that the Treasurer pay deposits and book the Gecko Gang for 2016. Carried.

General Business

a. End of year concert bbq

Helen called for volunteers for the BBQ. Greta Doherty to organise a roster of helpers; and Clem and Di Jones to purchase sausages, bread etc.

Moved Helen Bell, seconded Heather Kettle that the P&C approve the purchase of a new, heavy duty, “no frills” BBQ up to \$1000. Carried. Adrian Makeham-Kirchner to be asked to arrange the purchase.

b. Class Parent Contact update

Things that worked in 2015

- CPC involved in Welcome Back morning teas - looking for new people to take over co-ordination roles down the track.
- Having as many as CPCs as possible already in place for the new year
- Big Afternoon Tea at end of Term 1 third week, and also end of Terms 2 and 3.
- Ongoing CPCs knew what to do and went ahead and arranged picnics, etc.
- Art gallery visits a big hit and many parents expressed the desire to do more of this.
- Dates of sports and swimming carnivals and age-race times on school website led to more parents/carers being able to show up and/or help out on the days.
- School holiday planner initiated.

Things in planning:

- Dinner/drinks at The Loft on Wednesday, 18 November 2015.
- Personally contacting all CPCs to invite to be a CPC again for 2016.
- Sending reminder of Thank You morning tea next week.
- Anne Napier organising Survey Monkey electronic sign up to be ready for when class lists go up in January 2016
- Contacting parents to get Hosts and Bakers in place for Welcome Back Morning Teas
- Need to improve “sign up” process.

c. Establishing orienteering – discussed earlier in meeting.

d. 2016 Welcome Morning Teas

Di Jones and Robyn Thurecht to organise. 1 Feb (9.00am) New Kindergarten and pre-schoolers; 2 Feb (9.00am) returning and new 1-6 students; 3 Feb 12 (noon) second Pre-school group.

Next meeting (AGM followed by general Meeting)
Wednesday 17 February 2016 (7.30pm) School Library

The meeting closed at 9.20pm

P&C President's report – November 2015

Congratulations to the Fete Committee and everyone who took the time to help out with fete. It was a huge achievement and an extraordinary day. Together we raised over \$23,000. There was a real sense of fun and excitement. Cheering the rain held out until after we'd packed up! A final fete newsletter will be circulated in the next week highlighting our sponsors and thanking each of the stalls' helpers. I'd like to thank the committee in particular Heather, Kirsty, Pip and Di for the work they put into what turned out to be one of our most successful fetes. We will also work with the school to get letters of thanks printed for sponsors.

I'd like to thank everyone who volunteered to help out with the World Teachers' Day Breakfast on the morning before the fete. It was great to see so many teachers come along this year so we could show them how much we appreciate the work they do. I'd also like to thank the teachers who gave over their evenings to show off their dance moves at the school discos. The kids had SO MUCH FUN – the hall was like a mini night club. The P&C appreciates the extra work the teachers at Turner put in for our kids and school.

The class parent contact network is organising a dinner tomorrow night. Contact Robyn for more information: robynthurecht@gmail.com. The class parent contact network has worked well throughout the year and I'd like to thank Robyn at the team of contacts for making the school even more friendly and social.

The Schools Orienteering Championships are on this week, with some of our Turner kids participating. We wish them all the best! ACT Orienteering has a program to help establish orienteering within schools. The P&C could support this at Turner (this is on the agenda for tonight's meeting). I've received more emails in support of this program than any other item the P&C has ever listed on an agenda.

At the last P&C meeting we considered the parking proposals and fencing option put out for consultation. Jo has worked with Directorate to obtain concept designs and rough quotes for internal fencing options, in line with the agreement the P&C reached with the School the Board and the Directorate following last year's community consultation. Thanks Jo for fulfilling the commitment to provide these options and for holding off on a final decision until after tonight's meeting. I'd also like to thank Kirsty Westaway for leading the community consultation and process for the fence and the car park.

School bike racks have been raised by parents between meetings. While our project to upgrade the existing bike racks wasn't completed this year, I'd like to note that parents are interested in bike parking, particularly on the David Street side of the school, with a view to promoting the use of bikes over cars. We also need to consider bike security in the future.

Between meetings I received an email from our Board Chairman stating that in his view the P&C's *"decision-making process, such as it is, is quite "loose", and it is not clear which decisions are decisions of the decision-making body of the P&C Association (the duly-elected office-bearers and those sub-ordinated onto sub-committees) and which are just ideas etc. from whoever shows up on the night."* I disagree with this and would like to address it as it goes to the role of the P&C. We are here as an open group, where everyone's opinion is valued. The opinions of office bearers are not given more weight than anyone else who chooses to come along to the meetings and share thoughts and ideas. The P&C meetings are where people have the opportunity to contribute. Ideally, we

would then feed those ideas into the Board meetings where our elected representatives would put them forward and advocate on our behalf.

The next P&C event is the End of Year Concert on **Wednesday the 2nd of December**. There will be a picnic 5.30pm, with the P&C hosting a barbecue, and a concert from 6.30pm. Does the P&C need a second barbecue? Would anyone like to volunteer to shop, set up, cook, serve and/or pack up on the night? The back up day is the 9th.

Finally, as you know, Romano is retiring at the end of the year. I'd like your thoughts on how the P&C should recognise his contribution to the school.

Kind regards,

Helen

Helen.bell@gbca.org.au or 0414 714 191

**Turner School P&C - Treasurer's Report
P&C Meeting - Tuesday 17 November 2015**

Account Balances

Our account balances at 17 November 2015 were:

• Internet savings account	\$7,053.70
• Operating cheque account	\$30,025.06
• Less (approximate outstanding fete expenses)	-\$1,060
Total	\$36,018.76

Income

• Donation from the ACT Rugby Union Club for the fete pizza stall	\$1,100
• Fete takings (includes \$3,200 float)	\$28,107.35
Total income	\$29,207.35

Expenditure (since 21 October 2015)

• Tournament of the Minds contribution (7 students x \$250)	\$1,750
• Fete costs including \$3,200 float for fete	\$4,620
Total expenditure	\$6,370

Financial commitments*Budget commitments*

• Ongoing P&C commitments including Pegasus and contributions to students representing the school at national events	\$5,250
Total current commitments approximately	\$5,250

Heather Kettle
Treasurer
17 November 2015

ATTACHMENT C

ACTION LIST FROM P&C COMMITTEE MEETING 21 October 2015

Action	Who	By	Remarks
Clarification of the P&C decision making process. Moved Ephraim Grunhard seconded Clem Jones that when a decision is made by the P&C meeting asking the Board to consider or asking the Board for advice, the P&C President or Secretary would convey the request to the Board Chairman via e-mail in as soon as possible after the meeting	Helen Bell	ASAP after the meeting	
Payment of fees to Pegasus Riding School still outstanding.	Heather to check with Jo Padgham on amount to be paid. Jo to follow up with Lions Club re possible contribution.	ASAP	
Purchase of a new, heavy duty, "no frills" BBQ up to \$1000.	Adrian Makeham-Kirchner	Prior to school concert	

Proposal to include orienteering in Turner curriculum

Purpose

The purpose of this proposal is to see if:

3. there is interest from the P&C and the school in embedding orienteering at Turner school
4. the P&C is interested in providing some seed funding to help the school get it established.

What is orienteering?

Orienteering is a sport where participants navigate around a course using a map to find a series of checkpoints. It integrates learning in PE, geography, maths and science. Participants:

- learn to read maps and features in the landscape
- enjoy the outdoors and observe nature
- combine exercise and problem solving
- are provided with opportunities to be competent and lead others (particularly when kids learn to set courses).



Orienteering is a particularly good sport for kids who feel alienated from popular ball sports.

Turner involvement in orienteering to date

For the last three years, families at Turner school have led a Turner team at the ACT Primary Schools Orienteering Championships. This year the Championships will be held on 18 November at O'Connor Ridge.

Some kids are already involved in orienteering outside of school. Some try it for the first time by participating in the Orienteering ACT's (OACT) Map Mates program for primary aged children. Most of the kids do it for the first time at the Championships with a little instruction from supervising parents.

A program for Turner School

OACT offers a few options to get schools started in orienteering. Their program is designed for children from years 3-6. Their 'Map ready' package includes:

- A) A map of the school or nearby park. This usually lasts for three years but would need updating following substantial works.

- B) Instructors visit the school, or a nearby park if you choose to use one instead of school grounds to conduct a series of sessions (between four and seven) where they teach map and compass work.
- C) A mini event over two hours where mixed relay teams of four boys and girls are on an equal footing. Speed and strength do not guarantee winners. The winner is not known until the last competitor finishes.

They also offer a few other options:

- D) Two hours of professional development for staff to equip them to run a basic three week syllabus.
- E) Build a permanent course at the school (not recommended initially).
- F) Orienteering equipment (except schools must arrange printing of colour maps).

Costs for activities for Turner School:

Option	Item	Indicative cost \$ (ex GST)	Rationale
A	Map of school	300-400	Ease of having OACT take care of the whole program. The school can observe and then decide whether to embed on an ongoing basis.
B	Instructed sessions approximately \$2.50/ student/ session) If 10 classes of max 25 students/ class approximately \$500/ day	2000 (4 sessions)	
C	Mini event (although this may be the fourth session in B above)	500	
D	Professional development for staff (2hrs).	400	To allow the school to run a program and events independently of OACT.
F	Colour copying of maps for 4 weeks 500-1000 (depending on whether pairs or individual	50-100	For use in events
	Total	3250-3600	

OACT advises that schools can seek funding from the Sporting Schools Program.

Sporting Schools is a \$100 million Australian Government initiative to get children committed to a lifelong love of sport.

All primary schools can apply for a grant of between \$1,300 and \$3,100 per term, to start delivering their Sporting Schools activity, before, during or after school hours. Orienteering Australia (and its members - OACT is one) is an accredited partner of the program. All coaches are certified and are accredited to work with vulnerable people.

More information

- OACT for more information about their services to schools:
<https://www.sportingschools.gov.au/funding>
- The Australian Sports Commission for information about the Sporting Schools Program: <file:///home/tim/Downloads/ProgramDeliveryGrantguide.pdf>