

**Turner School Parents & Citizens  
Association  
Minutes of the General Meeting 21 September 2016  
(Turner School Library)**

**Present**

Helen Bell (President)  
Heather Kettle (Vice President)  
Greta Doherty (Secretary)  
Ephraim Grunhard (Treasurer)  
Robyn Watson (Acting Principal)  
Alison Chapman (Acting Deputy Principal)  
Clem Jones (Minute Secretary)  
Diane Jones

**Welcome**

The President, Helen Bell opened the meeting at 7.35pm, welcomed and thanked all those in attendance.

**Apologies**

Ilea Buffier  
Bob Edwards  
Jo Padgham  
Robyn Thurecht

**Acceptance of minutes of the 17 August 2016 General Meeting**

Moved Helen Bell, seconded Robyn Watson that the minutes of the 17 August 2016 General Meeting be accepted. Carried.

**Matters Arising**

- Proceed with *Paperworks* seed fund raiser. Packets purchased – to be sold at Fete. **Action complete.**
- Fete donations for Gourmet Hampers – further reminders to go in School Newsletter as well as fete Flyer. **Action Complete.**
- Contact proposed canteen service provider re packaging and fresh food. See Post Meeting Note under other Business in Minutes of 20 August meeting. **Action complete.**

**Reports**

**President**

**The President, Helen Bell reported that:**

- Friday lunch orders are going well - 100 last week - lot of positive feedback about the service. Need to look at options to help carry food to the school hall. A number of options were discussed. (1) Call for parent volunteers via “on-line” volunteer roster; (2) approach ACT Senior Citizens seeking volunteers and (3) school to be asked if some of the senior students could be involved. Greta to pursue Option 1.
- A flyer with the menu and how to order to be sent out as a reminder during Week 1 of Term 4.
- We are having a sorting day on the first Wednesday of the school holidays – the 28th of September from 9.30am until 12.30pm. Volunteers called for and thanks to everyone who has donated kids’ clothing, dress ups, books and toy stalls for the Fete.
- Two children have qualified to represent the ACT at the National Athletics Carnival in Sydney next term as well as the two Tournament of the Minds teams (14 students) that have made it through to the finals in Sydney. Congratulations to them and the P&C look forward to providing a contribution towards their costs. The P&C contributes \$250 per student for those who compete nationally.
- The ACT Elections are going to be held on Saturday the 15th of October. Turner will be holding a sausage sizzle and cake stall. Greta to contact James Turvey to ask him to coordinate. Greta happy to organise roster of on-the-day helpers.

- International Teachers' Day is also coming up in October. In the past we've hosted a breakfast for the teachers on Friday 28th of October. Helen agreed to coordinate and Di Jones volunteered to do the shopping.
- Bernadette is doing a great job coordinating the Art Calendars and cards. The artwork has been completed and order forms will be going on at the start of term 4. Still on fund raising, we purchased 50 packets of Seed tiles from the Paperworks team. These will be for sale via the plant stall at the fete and at our election day barbecue.
- One of our parents, Anne, has volunteered to join the ACT P&C Council working group for social media. We look forward to hearing what Anne learns from participating in this group. If anyone else would like to join a working group please let me know.
- It's great to see the 1/2 outdoor courtyards and learning spaces nearing completion. These will be officially opened on Wednesday the 12th of October from 12.30 until 2pm by the ACT Education Directorate Director-General Natalie Howson. Everyone is welcome to join in this event.

A full copy of the President's report is at Attachment A

### **Treasurer**

The Treasurer, Ephraim Grunhard presented the financial statement. A copy of the statement is at Attachment B.

- Balance at 21 September 2016 just under \$21,600.
- \$16,100 of that is committed but remains to be spent.
- Leaving \$5,000 uncommitted. However, \$4,000 has just been committed to supporting students attending National events – (16 students @ \$250 each).
- P&C to provide cheque for \$3500 (14 TOM's students) to the school. Robyn to contact the parents of the two other students for banking details.
- Ephraim reminded the meeting of the need to have cash in the bank for costs associated with the funds.
- The meeting agreed that where possible, expenditure of committed but unspent funds be deferred until after the fete.

Moved Helen Bell, seconded Clem Jones that the Treasurer's Statement be accepted. Carried.

### **Principal**

The Acting Principal, Robyn Watson, reported that:

- 2016 STEM Festival outstanding success.
- Book Week was a lively time in the Library. Sales and donations enabled the Library to purchase some quality books.
- Notes gone home re two swimming programs to be run in Term 4.
- All teachers presented their research projects into areas of practice at an Action Learning Fair.
- Enrolments for 2016 continue to come in. Unable to take any students out of priority enrolment area.
- Pre-school enrolments are tracking well.
- Work has commenced on replacing downpipes on Condamine St Building.
- The y1/2 courtyard project being finalised. Official opening on Wednesday 12 October.
- The External Review Report is now on the School's website.
- The work of Term 4 will be to develop the next strategic school plan.
- Turner School Uniform Guidelines comply with the recently reviewed and updated Directorate's uniform policy.

### **School Board**

- Apologies were received from the Board Chairman, no other members present.
- A full Board report will be available in the next school Newsletter.

### **Class Parent's Contact**

- Choir Class Parent Contact organised a Choir catch up early in the term. Over 30 kids and parents went along and enjoyed what was a wonderful theatre performance.
- Isabella Plains School have approached Robyn and Anne re talking through the Turner CPC program with their current parents to help them with their own Class Connect volunteer program. Meeting organised for late October.

- Fete focus for early next term!
- Snuggle Pot and Cuddle Pie. Organised by Aarthi Ayar-Biddle.
- Pre-school Mitchell event after outdoors event washed out.

### **General Business**

- **Fete Update**
  - All going well
  - Need First Aid Officer. Robyn Watson to check if Deb Parr is interested and available
  - Food Handling Guidelines, including changes allowing food to be prepared on site – e-mailed to all stall convenors
  - Ephraim advised that the 13th Canberra Scouts are available to do the Box Maze.
- **Friday lunch order update and call for volunteers**
  - Discussed under President's Report above
- **ACT Election Day BBQ**
  - Discussed under President's Report above
- **Support for students at Nationals**
  - Discussed under President's and Treasurer's Reports above

### **Other Business**

- **School Calendar**
  - Robyn Watson highlighted a number of events scheduled for Term 4 including a number of "school community" events. A full program/calendar will be available during week one of Term 4
- **ACT P&C Council Work Groups**
  - Meeting agreed that it would not be appropriate to distribute political/election material on behalf of the ACT P&C Council during the ACT Election.

### **Next Meeting**

7.30pm Wednesday 19 October 2016 – School Library

### **Close of Meeting**

There being no further business, the General Meeting was closed at 8.30pm

**President's report September 2016**

Welcome to the last P&C meeting for term 3.

We have now had three weeks of **Friday lunch orders** and we are getting into a routine. There were 100 last week, so it does seem to be taking off. We have received a lot of positive feedback about the service. Thanks to Ephraim for volunteering to help out. We are still looking for a few volunteers to help co-ordinate the delivery of the lunches into the class tubs. It's half an hour each Friday - 10.45 until 11.15 – if we get enough people the roster will be once or twice per term. The team at Dickson College have said that in other schools two year 5 or 6 children come down to the canteen to meet the delivery person and assist with sorting the food into the tubs. It would be great to set something similar up at Turner.

**To order lunches** go on to the Flexischools website [www.flexischools.co.au](http://www.flexischools.co.au) and set a profile for your children. Once you select "Turner" as your school our Friday lunch menu will come up.

Thanks to everyone who has donated **kids' clothing, dress ups, books and toy stalls** for the Fete. We have wrapped 200+ lucky dips and the hampers are looking great. Items can be dropped off between 8.30 and 9am Monday to Friday in the multi-purpose room, or from 3pm to 3.30 on Monday or Friday (only). **We are having a sorting day on the first Wednesday of the school holidays – the 28<sup>th</sup> of September from 9.30am until 12.30pm.** If you can spare an hour or two to drop in to help that would be great – please let Kirsty know: [kirsty@brookonline.net](mailto:kirsty@brookonline.net). Fete day is Saturday the 29<sup>th</sup> of October.

The P&C would like to congratulate the two children who have qualified to represent the ACT at the National Athletics Carnival in Sydney next term as well as the two Tournament of the Minds teams (14 students) that have made it through to the finals in Sydney. We look forward to providing a contribution towards their costs. The P&C contributes \$250 per student for those who compete nationally. Bring on the next fund raiser!

The ACT Elections are going to be held on Saturday the **15<sup>th</sup> of October. Turner will be holding a sausage sizzle and cake stall.** We need someone to coordinate the roster of volunteers as well as lots of volunteers. We'll talk about this later in the meeting.

**International teachers' day** is also coming up in October. In the past we've hosted a breakfast for the teachers the Friday before the fete. This would be the 28<sup>th</sup> of October. The advantage of using this date is that the coffee, milk and sausages left over can be used the following day. We need volunteers to shop for ingredients, help cook bacon and egg rolls, make coffee, chop fruit and generally help out that morning. This is always a great day as the teachers are always appreciative and you'll be able to make it to work by 9am. Would anyone like to volunteer to co-ordinate this event?

Bernadette is doing a great job coordinating the **Art Calendars and cards**. The artwork has been completed and order forms will be going on at the start of term 4. Still on fund raising, we purchased 50 packets of **Seed tiles from the Paperworks** team. These will be for sale via the plant stall at the fete. We could potentially have them for sale at our election day barbecue – that way if they're popular we can re-order in time for the fete - any thoughts?

One of our parents, Anne, has volunteered to join the ACT P&C Council working group for social media. We look forward to hearing what Anne learns from participating in this group. If anyone else would like to join a working group please let me know.

It's great to see the **1/2 outdoor courtyards and learning spaces** nearing completion. These will be officially opened on **Wednesday the 12<sup>th</sup> of October** from 12.30 until 2pm by the ACT Education Directorate Director-General Natalie Howson. Everyone is welcome to join in this event.

The next P&C meeting will be held on **Wednesday the 19<sup>th</sup> of October** next week from **7.30pm in the library**. It will be great to see you if you can make it.

Kind regards,

Helen.

0414 714 191

[Helen.bell@gbca.org.au](mailto:Helen.bell@gbca.org.au)

**TURNER SCHOOL P&C EXPENDITURE 2016**

	REMAINING	BUDGET	←-----ALREADY SPENT-----→				
SRC	\$0	\$5,000					5000
STEM	\$0	\$2,000					2000
Garden items (safety fence planting, equipment & soils)	\$0	\$3,000					3000
Sustainability items (environmental garden/wicking)	\$1,500	\$1,500					
P&C Student Support	\$1,000	\$1,000					
Playground Music	\$2,500	\$2,500					
Outdoor tables/seats	\$2,500	\$2,500					
Fairy Garden	\$1,500	\$1,500					
Indonesian facilities	\$0	\$1,000					1000
Student Community Fundraising Project	\$1,500	\$1,500					
Junior Hall	\$0	\$3,000					3000
Student Entrepreneurship	\$500	\$500					
Operating Reserve (including Fete, Pegasus, PSSA/TOMS support, coffee cart)	\$5,104	\$10,000	\$193.00	\$1,282.27	\$1,103.00		\$298
	<u>\$16,104</u>	<u>\$35,000</u>					\$2,020

Auditor; Rice cooker  
P&C Affiliat; Insurance  
Survey Monkey; Fete - knives  
14000 School  
Fete plants  
Coffee Machine  
Fete - Ride Deposit

**BANK BALANCES AT 16/09/2016**

Operating Account \$12,313.76 Notes:

Online Saver

\$9,279.37  
\$21,593.13

July Election Sausage sizzle and cakes stall netted

\$2,794

## ACTION LIST FROM P&amp;C COMMITTEE MEETING 20 July 2016

Action	Who	By	Remarks
ACT Election Day BBQ –James Turvey to be asked to coordinate	Greta Doherty	ASAP	
ACT Election Day BBQ – call for volunteers and organise roster of helpers	Greta Doherty		
International Teachers' Day – coordinate list of helpers	Helen Bell		
International Teachers' Day – arrange shopping	Di Jones		
P&C to provide cheque for \$3500 (14 TOM's students) to the school. Robyn to contact the parents of the two other students for banking details.	Ephraim Grunhard and Robyn Watson		
Need First Aid Officer for fete. Robyn Watson to check if Deb Parr is interested and available	Robyn Watson		