



**Turner Primary School Parents and Citizens Association
Meeting Minutes**

Date: 22 November 2017

Time: 7:30pm

Venue: Turner School Library

Welcome	By Lucas Masters (Chairperson/Vice President)
Attendance	<p>Lucas Masters (Vice President) Greta Doherty (Secretary) Robyn Thurecht Ephraim Grunhard Heather Kettle (Treasurer) Derek Archer Clem Jones Di Jones Aarthi Ayyar-Biddle (Board) Robyn Watson (Deputy Principal) Jo Padgham (Principal) Dale Todling David Dunstan (Assistant Treasurer) James Turvey (Board) Steve Paton Kirsty Brook Bob Edwards Number of attendees: 17</p>
Apologies	Helen Bell (President), Rowena Fitzsimmons, Chris Kenny
Receipt & Adoption	The Minutes of the October meeting were adopted. Moved: Heather Kettle. Seconded: Ephraim Grunhard
President's Report	<p>Lucas Masters presented the President's Report (Attachment A) on behalf of Helen Bell.</p> <p>Lucas highlighted thanks to members of the P&C for support throughout the year and acknowledged the success of the 2017 Fete which raised around \$25,000 for the P&C.</p> <p>Lucas passed on thanks to Jo Padgham on behalf of the P&C for her leadership and commitment to the School.</p> <p>Members also acknowledged the efforts of Helen Bell as P&C President and thanked Helen for her continuous hard work and support for the school community.</p>

Treasurer's Report

The Treasurer, Heather Kettle, presented the Treasurer's report (Attachment B). Heather advised that the P&C's net position as at 22 November was:

- Internet savings account - \$12,811
- Operating cheque account - \$30,881.

Heather also presented the P&C's current financial position including both income from the fete and outstanding expenses for 2017. Heather noted that in committing to support the Fair Trade school uniform initiative, the P&C had committed a total of \$14,000 (500 t-shirts), leaving a total of \$15,000 in available funding for the 2018.

Members discussed the need to ensure that Fair Trade uniforms were well marketed to ensure that the P&C could recoup as much money as possible to use for P&C priorities in 2018. Jo Padgham noted that a paper copy of the order form would be sent home the next day and that sales would pick up with the new school year in 2018.

Members also noted that the total commitment of \$25,000 to the bike rack project would limit the projects that the 2018 P&C could pursue.

To assist with ensuring sufficient funding for P&C priorities in 2018, Jo Padgham agreed that the final payment for the Train Yard/Fairy Garden (\$2,994) could be absorbed by the School. It was also agreed that the profits from the Crazy Camel art cards and calendars (expected to be \$2,229) would be retained by the P&C rather than donated to art teachers.

It was agreed that the P&C would retain its commitment of \$25,000 for the bike rack renewal project and that:

- the School would meet any funding gap in the bike rack renewal project, if required
- members were committing the 2018 P&C to make every effort possible to repay any funding contributed by the School to the project on the P&C's behalf
- the 2018 P&C may need to investigate additional fund raising options to pursue other priorities such as making a contribution to the SRC or the STEM festival
- members would investigate options to better market Fair Trade uniforms
- the P&C would not contribute the final payment of \$2994 to the Train Yard/Fairy Garden project
- the P&C would retain profits from the Crazy Camel art cards and calendars fundraiser.

Moved: David Dunstan Seconded: Derek Archer

Principal's Report & Acceptance	<p>Jo Padgham presented the Principal's Report – her last ever! Jo noted:</p> <ul style="list-style-type: none"> • staffing moves for 2018, and in particular the appointment of a permanent Indonesian teacher • class structures for 2018 • recent student engagement highlights, including a range of performing arts performances, chess, Pegasus, Tournament of the Minds and the very successful swimming program • work on Tom's garden • the parent volunteer morning tea • a very generous donation from a family leaving Turner to fund a portable electronic piano • highlights from the School Satisfaction Survey. <p>Jo also noted her thanks to members of the P&C, past and present, for their commitment to the school.</p>
Class Parent Contact	<p>Robyn Thurecht gave a run down of achievements by the Class Parent Contact network for 2017, and welcomed Dale Todling as the incoming CPC coordinator for 2018. Robyn noted that end-of-year CPC events are taking place for preschool and kindergarten and that she had put out a request to current CPCs to see who would be interested in participating again in 2018.</p> <p>Robyn thanked Jo Padgham for her support for the CPC over the years, noting that it would not have succeeded without Jo's commitment.</p>
Board Report	<p>Aarhi Ayyar-Biddle presented the Board report. Aarhi acknowledged Emily Gregory, who was named New Educator of the Year which is a great achievement for Emily and for the School, as well as the efforts of all teachers with the recent swimming program and performing arts performances.</p> <p>Aarhi also noted that:</p> <ul style="list-style-type: none"> • Jo Padgham was busy preparing for a new incoming Principal in 2018 • the Board and Jo recently met with members of the Directorate and a landscape architect to progress the bike rack renewal project. Aarhi acknowledged the contribution of Ted Hanlon to the progress. • the Board has finalised the draft Budget for 2018. <p>Aarhi thanked Jo on behalf of the Board for her leadership at the School.</p>

Fete Debrief	<p>Lucas Masters noted thanks to Steve Paton on behalf of the Committee for all his efforts in coordinating the very successful 2018 fete.</p> <p>Steve Paton noted thanks to Ted Hanlon, Di and Clem Jones and Chris Kenny for their assistance with the fete, and Heather Kettle's role in counting money was also acknowledged. Steve advised that he will compile a lessons learned/post activity review and invited members to send feedback through. Aarthi noted that the jumping castle did not have a dedicated supervisor and it was agreed that one would be hired next year.</p> <p>Members acknowledged that the fete was a great, fun day and a wonderful way for the Turner community to come together.</p>
General Business	<p>School concert BBQ (29 November) Greta Doherty advised that Helen had set up a volunteer sign-up sheet for the BBQ and that a request for volunteers would go out via the Class Parent Contact network. Greta asked that members encourage friends and class parents to volunteer so that the P&C can continue to provide the service. Di and Clem Jones and James Turvey volunteered to do shopping for the BBQ.</p> <p>P&C Mailing List 2018 Greta noted that the P&C would need a new approach to recruiting families to the P&C mailing list for 2018 as numbers were declining. Jo Padgham advised that the School would make available a list of families who indicate, at enrolment, that they would like to receive the school newsletter via email and also sign up to the P&C mailing list.</p> <p>Skoolbag Kirsty Brook spoke about an app in use at some schools to automate notifications about events; absences; school notes etc. Members agreed that an app-based communication system would be useful and beneficial for most parents (but not suitable for all). Jo Padgham advised that much of the functionality would be included in the new School Administration System to be rolled out from 2018, but that functionality for families would not roll out until 2019.</p> <p>It was agreed that Greta would investigate options for P&C communications via an app in 2018 on an opt-in basis.</p>
Action Items	<ol style="list-style-type: none"> 1. School to provide P&C with new family email addresses (where consent is given) at the start of the 2018 School year 2. Greta Doherty to investigate app-based communication options 3. Annual General Meeting – Wednesday 21 February 2018
Meeting Closed	8:45pm
Next Meeting	7:30pm Wednesday 21 February 2018

P&C President's report – November 2017

Thanks for attending the last P&C meeting for 2017 and Jo's last at Turner. I am sorry to be missing it.

I'd like to thank you all for your hard work, support and smiles over the last year. The role of the P&C is to connect and strengthen the school community, while having fun, and I think we have achieved that this year.

While I really would like to thank everyone here, and those who volunteer at the school in other ways, I'd like to call out a few people for a bigger thank you. I'd like to thank Greta for all of her work as Secretary – but particularly in ensuring our meetings only go for an hour. Heather – thanks for your work as Treasurer and for keeping us on track. Lucas, thanks for being the Deputy President, for chairing the occasional meeting and for all your volunteer work all year – especially Friday lunches. Bernadette, thanks for your work with the Art Calendars and again, with the lunches. Clem and Di, thank you for everything you do at the school, including the P&C where your contribution is enormous. Thanks to Steve Paton for taking on the running of our Fete and doing such an awesome job and thanks to the stall holders and the set up/pack up crew – especially Chris Kenny and the support he provided.

Finally, I'd like to thank Jo for being here. Again and again. For my whole time as President, but also for her years at Turner. You will be missed and I wish you well in your new role at the Directorate.

Thanks to everyone who contributed to the success of the Turner School Fete on Saturday 28th of October. With your support we had a fantastic day and raised over \$25,000!

I'd like to thank Steve Paton for pulling the fete together, the sponsors, the stall holders, the volunteers, the school (Jo, Deb and Ted in particular), the P&C (especially Heather), everyone who donated items for sale, from jelly and coffee to books and toys, and everyone who attended and had fun. It was great to see so many children running stalls this year – Tully, Gina, Heidi, Emma, Fin and Isobel all did a great job.



The day before the fete we hosted a breakfast for our World Teachers Day, to thank the teachers for the amazing work they do at Turner, which was lovely. Thanks to everyone who helped out.

Order your uniforms for 2018! If you'd like to order a (100% cotton, organic, Fairtrade certified) Turner Polo t-shirt (for delivery in early January 2018) email me, or download the form from the school's website: http://www.turners.act.edu.au/_data/assets/pdf_file/0006/408444/2017_Order_form_Turner_School_Fairtrade_uniforms.pdf . In addition to being made ethically, they will be 100% cotton, so MUCH more comfortable for your kids to wear than the old t-shirts. Heather will provide an update on how these are going in her report. We are going to send out another note to parents before the end of term to get more orders in before January.

The end of year concert is on next week and we are providing a barbecue. The CPC Network sent out an online sign up form earlier today – if you can please put yourself on the roster for half an hour.

The next P&C meeting will be the AGM next year – please come along!

Kind regards,
Helen Bell
0414 714 191

**Turner School P&C - Treasurer's Report
P&C Meeting – Wednesday 22 November 2017**

Account Balances

Our account balances at 22 November 2017 were:

• Internet savings account	\$12,811.22
• Operating cheque account	\$30,881.69
Total	\$43,692.91

Operating reserve payments	Amount
Teacher's breakfast	\$198.07

Fete income	Amount
Banked	\$30,684
Golden ticket	\$432.80
Sponsors:	
RUC	\$1,400
Aniko & Peter Carey	\$250.00
Total takings	\$32,766.80
Fete expenses (not deducted from takings)	Amount
Floats	\$3,500
Sausage stall	\$557.87
Pizza stall	\$1,438.54
Curry stall	\$672.47
Bubble soccer	\$850.00
Photo booth	\$399.00
Total	\$7,417.88
Fete profit	\$25,348.92

Outstanding P&C expenses for 2017

	Amount
Fairtrade t-shirt final payment due in January	\$6,988
Final payment for Train Yard/fairy garden	\$2,994
Crazy Camel art fundraiser payment	\$4,674.60
Profit from art fundraiser (to be donated to school) <i>approximate</i>	\$2,229
Nationals sponsorship (2 x sport, 5 x chess)	\$1,750
P&C operating fund for 2018	\$10,000
Total	\$28,635.60

Funding available (total funding minus outstanding expenses)	\$15,057.31
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Heather Kettle
Treasurer
22 November 2017