

**Turner School Parents & Citizens  
Association  
Minutes of the General Meeting 15 June 2016  
(Turner School Library)**

**Present**

Helen Bell (President)  
David Dunstan (Public Officer)  
Robert Edwards (Chair, Board)  
Jo Padgham (Principal)  
Greta Doherty (Secretary)  
Heather Kettle (Vice President)  
Ephraim Grunhard (Treasurer)  
Ilea Buffier (Assistant Treasurer)  
Maree Irving  
Vicki Locke  
Aarthi Ayyar-Biddle  
Yasar Noor

**Welcome**

The President, Helen Bell opened the meeting at 7.30pm, welcomed and thanked all those in attendance, especially for coming out in the cold.

**Apologies**

Robyn Thurecht  
Clem Jones  
Di Jones  
James Turvey

**Acceptance of minutes of the 18 May 2016 General Meeting**

Moved Helen Bell, seconded Heather Kettle that the minutes of the 18 May 2016 General Meeting be accepted. Carried.

**Matters Arising**

There were four items listed under Matters Arising from the May 2016 meeting:

*Feedback to the ACT Directorate on medical forms filled out before excursions*

It was agreed to remove this item because the Directorate is developing a new online platform to replace the current suite of forms. This issue can be re-examined, if required, once the new platform is operational.

*Meeting with service provider to discuss options for a canteen service*

Discussed under General Business

*Election Day BBQ, Cake Stall, Coffee Cart*

Discussed under General Business

*Follow up on costs for Fairy Garden equipment*

The Committee considered the indicative installation and freight costs of the balance beam, small table and throne for the Fairy Garden. It was agreed that a final decision would be made pending the outcome of the Election Day BBQ which would determine available funding.

## Reports

### President

The President, Helen Bell reported that:

- The snappily-titled Turner School polling booth election day barbecue and cake stall is getting closer. Greta has organised a roster for volunteers and is seeking interest.
- Funds raised from the cake stall on the day will go towards purchase of equipment for the fairy garden or the Roplay ball area.
- There has been a lot of interest in the provision of a canteen/lunch service at Turner to fill the gap left by the departure of the Black Mountain team. Jo, Greta and Helen met with the Healthy Kids Association this week to find out if they could be our service provider. They're a not-for-profit health promotion charity, established with the aim of promoting healthy food choices for children. The meeting went well and will be talked about in detail during the meeting. Helen thanked Jo for speaking to Dickson College and finding the Healthy Kids Association.
- The CPC network has been active again and a full report will be provided later.
- Fete preparations are coming along and the Fete Committee would like to consider registering for the Actsmart Public Event Recycling Program, which will mean we'll have extra recycling bins, signage and water stations. We will also get advice on how we can improve the sustainability of our event.
- Thanks to Jo and Deb for organising for the removal of the berry trees in the pre-school playground. The cleared space looks great. It's also great to see work has commenced on the 1 -2 courtyard upgrade.

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

### Treasurer

The Treasurer, Ephraim Grunhard, presented the financial report (Attachment B). Ephraim noted that very little committed funding had been expended. The Committee noted that the P&C would provide a cheque to the school for those items previously agreed for expenditure:

- SRC contribution (\$5000)
- Junior Hall upgrade (\$3000)
- Garden items (\$3000)
- Indonesian resources (\$1000)
- STEM festival (\$2000)

### Principal

The Principal, Jo Padgham, reported that:

- Numeracy workshops for parents and carers were held and were well-attended, with around 18 participants. The workshops went well.
- As an outcome of the workshops, some online learning resources for families to use will be renamed on the school website to make them easier to find.
- The popular Reading Workshops will be held again in Week 10 due to demand.
- Student engagement has always been a special feature at Turner and a number of activities over the past month have reinforced this:
  - Our Year 5 students did a wonderful job as tour guides for visiting families attending Information Sessions.

- Our senior Aboriginal and Torres Strait Islander students led the Reconciliation Week assembly.
- Two Year 3 students submitted a story to an online publisher about how their class ran a school newspaper.
- Two students have started a petition to change one of the House names to reflect Australia's first female Governor-General and this was covered in the Canberra Times.
- In staffing news, Susie has won the permanent office position and will be joined by Fairlie this week. This means that the office will be fully staffed.
- The Reconciliation Week assembly was an amazing event, particularly thanks to Giselle's efforts which saw students learning lyrics to Solid Rock in the Pitjantjatjara language.
- There's lots of maintenance and capital works going on, including work that has started on the 1/2 courtyards.
- Because of cold and flu season, the school is facing challenges in relation to finding enough relief staff. Turner has class "split lists" ready for those time when relief cannot be found, and staff know exactly where each child is best placed for these times. Each class teacher has a Relief folder with a set of standard information for relief staff, plus class specific information, and all relief teachers and briefed by a member of the Executive before they go into class.
- The response to the call for voluntary contributions has been great.

#### School Board

The Board report was presented by Board Chair, Bob Edwards.

- The Board has begun consultation on the Directorate's new Safe and Supportive Schools Policy, to review our school guidelines. The Board is asking what parents find unclear in our current guidelines, what is working well and what could be improved in our school. Six people attended two feedback sessions and one written submission has been received.
- The school's external validation process (a 4-yearly review of the school's policies and achievements against goals that have been set) is set to start in Week 1 of Term 3

In response to the Board report, Jo Padgham noted that the Evaluation Panel would be invited to a special Coffee Chat session on Wednesday 20 July to hear feedback from families.

It was also agreed that the Validation Panel should also be invited to the P&C Meeting that will be held that night. It was further noted that the Class Parent Contact list is not the place for discussion of school policies.

#### Class Parent Contact

Greta presented Robyn and Anne's report and noted that a number of events are still being held, despite the cold weather.

#### Events Held

- Combined Kindergarten play at Boundless Playground had to be postponed due to the extremely wet weather last weekend. New play on this weekend.
- Yr 3/4 AM held a play date which was well attended.
- Anne Napier diligently persevering with walks and night walks to tempt kids out and about. A great effort!

#### Events in the Planning...

- Date booked for family Art Gallery afternoon tour on Friday, 22 July at 3.30 pm at NGA. Email to go out via P&C list and in school newsletter this week.
- Another 'moveable' dinner night - early next term.

- Trivia Night...TBC
- Fete planning

## General Business

### Potential canteen provider

Jo Padgham and Helen Bell reported that they and Greta Doherty met with a representative from Healthy Kids Association, a not-for-profit organisation based in Sydney that provides canteen services for schools. Healthy Kids Association currently provides a canteen service at Dickson College and is able to transport food prepared at Dickson in insulated hot and cold boxes to Turner. It was proposed that Turner ask Healthy Kids Association to provide a canteen service each Friday.

The Committee discussed the proposal and noted that if the proposal goes ahead:

- Turner and Healthy Kids Association will establish protocols for operation
- Turner school will run a survey to gauge preferences for menu and ingredient options from families (sent out via the School's Survey Monkey account)
- Once a menu is decided, families will set up an online account using the Flexischools website
- Parents will order and pay online by midnight each Thursday for canteen Friday (Helen provided a demonstration of the online ordering system)
- Healthy Kids Association will deliver lunch orders to the school at around 10:30 every Friday morning and will provide one staff member to distribute to class lunch baskets.

Meeting attendees discussed a number of issues in relation to the canteen service including:

- How families without internet access would be able to order.
- Whether there would be a financial relationship between the School and Healthy Kids Association. Helen and Jo advised that there was no financial undertaking on the part of the school.
- Whether more than one day per week was possible. Helen and Jo advised that Healthy Kids Association can provide a service for more than one week but tends to prefer one day as there is greater demand. It was noted that the P&C could reconsider the number of days pending usage in the first few terms.
- Potential risks for families who might pre-pay for lunch orders in the case that Healthy Kids Association decides not to continue the service. It was noted that Healthy Kids Association should have a refund policy but that this should be explored.

There was overall support for the proposal that Healthy Kids Association provide a canteen service one day per week, on Friday, and Helen and Jo undertook to go back to Healthy Kids Association to start the process with a view to starting the service in the second week of Term 3.

*Action item* - Helen and Jo to confirm Turner's interest with Healthy Kids Association, with Helen to follow-up with a newsletter article

*Action item* – Helen and Greta to ask Duffy and Hughes about how they treat offline orders

### Election day bbq/cake stall/plant stall

Helen noted James Turvey's email report (via Bob Edwards) that he intends to purchase a coffee machine and grinder in the coming days. Greta Doherty advised that an online volunteer register has been set up and the bbq has been registered on the Election Sausage Sizzle website ([www.electionsausagesizzle.com.au](http://www.electionsausagesizzle.com.au)).

Greta also sought the Committee's support for a small plant stall to be run in conjunction with the bbq/cake stall/coffee cart and the Committee agreed.

#### Fairy garden – installation and delivery

This item was discussed under Actions Arising from the previous Minutes.

#### Registering the Fete as part of the Free Actsmart Public Event Recycling Program

Helen advised that the Fete Committee may register the Fete as part of the free Actsmart Public Event Recycling Program. The programme provides signage and advice to make public events more sustainable. Meeting attendees raised questions about how recycling will be collected and if rubbish sorting will be required, and the Fete Committee will look into this.

#### Fundraising option – Art Calendars

Heather Kettle advised that the P&C has been contacted by the company that runs the kids' art calendars/diaries/card fundraisers. Last year's coordinator is unable to run the fundraiser this year so it was agreed that an email would be sent out to the P&C email list to find a coordinator. The art work needs to be organised in Term 3 to enable Term 4 delivery.

*Action item* – Greta to send an email to the P&C list seeking a coordinator. Helen to add this into her newsletter column.

#### **Other Business**

There was no other business.

#### **Next Meeting**

7.30pm Wednesday 20 July 2016 – School Library

#### **Close of Meeting**

There being no further business, the General Meeting was closed at 8.45pm.

**President's report – June 2016**

Thanks for coming tonight.

The federal election is slowly inching closer and with it comes the **Turner School polling booth election day barbecue and cake stall**. Catchy name I know. If you're available for an hour on Saturday the 2nd of July to help set up, to cook sausages, to sell cakes, to make coffee or to help pack up please contact Greta: [gretaelizabethjones@yahoo.com.au](mailto:gretaelizabethjones@yahoo.com.au). The money raised from the cake stall will go towards beautiful seating in the Fairy Garden.

Thanks to Clem and Di we have quotes for the delivery and instructions for the installation of the balance beam and the throne, which will be discussed at tonight's meeting.

There has been a lot of interest in the provision of a canteen/lunch service at Turner to fill the gap left by the departure of the Black Mountain team. Jo, Greta and I met with the Healthy Kids Association this week to find out if they could be our service provider. They're a not-for-profit health promotion charity, established with the aim of promoting healthy food choices for children. The meeting went well and we'll talk about it in detail during the meeting. Thanks Jo for speaking to Dickson College and finding the Healthy Kids Association.

The CPC network has been active again. Greta will provide a full report of their activities within the meeting. The 1-2 Palaeontologists Flip Out trip was particularly fun. This Sunday one of our pre-school class contacts has set up a trip to the Boundless Playground (10am to 12pm) or to Kids City (if it's raining).

The Fete is coming along, with Kirsty contacting potential sponsors and stall holders. Stall holders have begun preparations and in some cases, plantings. The ACT has a free Actsmart Public Event Recycling Program that we can register for, which will mean we'll have extra recycling bins, signage and water stations. We will also get advice on how we can improve the sustainability of our event. I'll talk about this in the meeting tonight. More information is available here: [http://www.actsmart.act.gov.au/\\_\\_data/assets/pdf\\_file/0010/811666/Actsmart-Public-Event-Equipment-Catalogue.pdf](http://www.actsmart.act.gov.au/__data/assets/pdf_file/0010/811666/Actsmart-Public-Event-Equipment-Catalogue.pdf)

Thanks Jo and Deb for organising for the removal of the berry trees in the pre-school playground. The cleared space looks great. It's also great to see work has commenced on the 1 - 2 courtyard upgrade.

Kind regards,  
Helen.

Treasurer's Report

**TURNER SCHOOL P&C EXPENDITURE 2016**

	REMAINING	BUDGET	←-----ALREADY SPENT-----→		
SRC	\$5,000	\$5,000			
STEM	\$2,000	\$2,000			
Garden items (safety fence planting, equipment & soils)	\$3,000	\$3,000			
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	\$1,000	\$1,000			
Student Community Fundraising Project	\$1,500	\$1,500			
Junior Hall	\$3,000	\$3,000			
Student Entrepreneurship	\$500	\$500			
Operating Reserve (including Fete, Pegasus, PSSA/TOMS support, coffee cart)	\$9,144	\$10,000	\$193.00	\$567.27	\$96.00
	<u>\$34,144</u>	<u>\$35,000</u>			
			Auditor	P&C	Survey

Affiliatn

Rice  
cooker

Monkey

BANK BALANCES AT 10/6/2016

Operating Account	\$32,275.08
Online Saver	<u>\$2,242.73</u>
	<u><u>\$34,517.81</u></u>

**Attachment C****ACTION LIST FROM P&C COMMITTEE MEETING 15 JUNE 2016**

<b>Action</b>	<b>Who</b>	<b>By</b>	<b>Remarks</b>
Helen and Jo to confirm Turner's interest with Healthy Kids Association, with Helen to follow-up with a newsletter article	Helen/Jo	Next meeting	
Helen and Greta to ask Duffy and other school about how they treat offline orders	Helen/Greta	Next meeting	
Greta to send an email to the P&C list seeking BBQ volunteers	Greta	Next meeting	Completed 20 June 2016
Committee to reconsider funding for Fairy Garden equipment pending outcome of Election Day BBQ	All	Next meeting	