

## **Turner School Parents & Citizens Association**

### **Draft Minutes**

Tuesday 16 June 2020, 7pm Turner School Staff Room

#### **1. Welcome, Acknowledgement of Country and opening remarks (Chair)**

##### **Attendees**

Nathan Richards  
Annie O'Connor  
Renee Zwikielberg  
Ole Nielsen  
Nicola Gibson  
Robyn Watson  
Arthi Ayyar-Biddle  
Dale Todling  
Allison Edmonds  
Amanda Bruce  
Jonathan Gouy  
Andrew Williamson  
Kathy Moffatt

##### **1.1. Apologies**

Susie Watson  
Deepak Poria  
Jose Robertson  
Di Jones  
Clem Jones

##### **1.2. Approval of May 2020 Minutes**

Minutes were endorsed by the committee, proposed by Nathan Richards, seconded by Annie O'Connor

##### **1.3. Business Arising from Previous Minutes (Chair)**

Outstanding items have been captured in the list of agenda items to be discussed.

#### **2. BUSINESS**

##### **2.1.1. Presidents Report (Chair - Nathan)**

Nathan outlined the report at Attachment 1 and noted that School will return to a new normal in Term 3.

##### **2.1.2. Treasurers Report (Ole)**

Ole outlined what's in the report at Attachment 2. He noted that Nicola is following up on the outstanding insurance renewal issue.

Members confirmed that funds raised from last years End of Year concert had prior agreement to be given to 2 charities: Benny Wills Brain Tumour Research Program and St Johns Care Reid. Proposed by Nathan Richards, seconded by Dale Todling.

Funds raised at the 2019 end of year concert to be paid to Benny Wills Brain Tumour Research Program and St Johns Care in Reid.

Nathan to give further details of the two charities to Ole.

Nicola stated that the auditor had been paid, and that they were looking into an electronic transfer option.

Friday 26 February (3.15pm) – visit to Commonwealth Bank to update the signatories on the P&C account. Renee to join to look at the potential of putting some funds into a term deposit.

### **2.1.3. Principal's Report (Allison)**

Allison outlined the report at Attachment 3. Noting that the pergola should be finished on Sunday.

Aarthi noted that a conversation had been held yesterday with the cultural integrity group, noting that Ben Wilson set the challenge for us to fully embed cultural integrity into the project.

Members discussed the possibility of a Working Bee to be held later in 2020 – to be discussed further at the next P&C meeting, potentially in November or December.

### **2.1.4. Board Report (Aarthi)**

Aarthi outlined the content of the Board report at Attachment 4. In particular, she noted that some School Guidelines are due to be reviewed (e.g. the Safe and Supportive Schools Guideline). Aarthi noted that the Turner School community will be asked to provide feedback.

### **2.1.5. Public Officer Update (Annie)**

Annie handed out a particulars form for formally notifying who the 2020 Executive Team is for the Turner School P&C. Dale noted that the nomination date for each position would need to be the May 2020 meeting date. Amanda offered to get confirmation that the virtual meeting was sufficient for the formal appointments to be made.

Annie thanked Di and Clem for their guidance on the role of the Public Officer.

Annie to finalise formal documents and submit accordingly.

### **2.1.6. Communications Report (P&C/CPC email lists, Facebook) (Dale)**

Dale noted that communications had quietened down now that School was back.

### **2.1.7. Friday Lunch Orders (Susie)**

Susie's needs to hand over the Friday Lunch Order Coordinator reins soon, and has noted a new call out for additional volunteers is needed..

Dale to put a request on Facebook and via the Class Parent network for a new Friday Lunch Order Coordinator and for additional volunteers.

Allison noted that lunch times now vary, with a 10 minute delay in the first lunch break from earlier this year. It was noted that this won't change the timing of parent volunteers (especially as the role depends on the delivery from Lyneham High School).

Thanks were offered to the volunteers to date, especially the ongoing volunteers: Kathy M, Mike and Nirmal.

Members agreed that the Friday Lunch Order restart could be delayed until Term 3.

#### **2.1.8. Crazy Camel Art Fundraiser (Kathy)**

Kathy Moffat provided an update, noting that she now has the resources for the fundraiser, she's already done individual labels for all Turner School children and will make a delivery to School this week. The aim is that Children will do their art before the end of the first week of July 2020. Kathy noted that she's built a little slack into the schedule to allow for the unexpected. Closing dates for orders is the 30/10/20, and they are aiming to have them back at the School by the end of November. It was noted that prices will be the same as last year

#### **2.1.9. COVID-19 Update**

Members noted that social distancing still stands, Allison noted that the kids have adapted well to the current changes and that there may be some additional feedback sought soon from the Turner School community regarding the recent and current schooling arrangements. Allison suggested that if the ACT P&C Council were going to seek additional information, that the School feedback could feed into the one process.

Dale to advise Allison if the ACT P&C Council suggests seeking additional feedback at their next meeting.

#### **2.1.10. Turner School P&C Focus (Chair - Nathan)**

Members discussed the 2020 P&C Focus document that Allison drafted early in 2020, it was agreed that due to COVID-19 and the Directorate offering to fund some Turner School initiatives, that the focus for the remainder of 2020 had altered. In addition it was noted that the alignment of the Class Parent Network and P&C Communication systems had been aligned from the beginning of the year. It was acknowledged that via the feedback from the Facebook page, that the P&C and the School were regularly kept up to date on issues impacting the Turner School community. Allison noted that connections needed to be a focus for the remainder of the year, particularly opportunities for face to face engagement with parents.

Nathan suggested leaving the priority list for now, and reiterated that both big and little projects had been taken out of our hand by the Directorates funding.

#### **2.1.11. Fete Update (Dale)**

Dale noted that 31 October 2020 still stands as the potential Fete date, noting that it was also Halloween, which lends itself to a great themed event. Members noted that the Fete provides an opportunity for face to face connections for the Turner School community. Members agreed to delay a decision on the proceeding of the Fete until a later P&C meeting.

Dale and Nathan proposed contacting the companies who provide booked items for the Fete (e.g. pizza ovens, photo booth, bubble soccer and jumping castle, etc) to see what arrangements could be made for booking, noting that a decision will need to be made if the event is cancelled last minute. Dale noted that one company has offered to commit to a 2021 event if the 2020 booking is made (and a deposit paid) and the event can't proceed.

Amanda suggested that at least a “Bring a Rug” picnic day could be organised (with a ‘make a gold coin donation’ fundraiser), with families being spaced out on the oval.

Nathan to follow up booking the pizza ovens.

Dale to follow up booking the photo booth, bubble soccer and jumping castle.

Dale to contact Greta regarding the potential of a plant stall – suggesting that it could proceed outdoors and in an appropriate socially distanced way.

Members agreed that potentially something “Fete-ish” could happen in 2020, depending on social distancing guidelines. Dale noted that at the time of the May 2020 P&C meeting, that gatherings of up to 10 people were permissible, and that during the last month, this has been relaxed to up to 20 people, and that from this Friday, gatherings of up to 100 people would be allowed.

Dale to provide a further update at the next P&C meeting in July.

### **2.1.12. Finances Working Group Discussion (Chair - Nathan)**

Nathan noted that grants considered were likely to be for funding initiatives in 2021.

### **2.1.13. Container Recycling update and ACT smart sustainable funding (Deepak)**

Deepak Poria provided the following written update (which Nathan read to members):

*My proposal was quite simple and can be explained in a few bullets as below.*

- *Establish an account with ReturnIT <https://www.returnit.com.au/>*
- *This will allow for a smoother transaction at the Container Deposit Station i.e. you just drop it and go and money finds it's way straight into a nominated account.*
- *Place a Container Recycling Box in each class, corridor, quad, and pergola.*
- *These Boxes to be collected on Friday afternoons every week.*
- *Return the container to the deposit stations (I would suggest creating a Roster for this).*

*I know this might all be difficult at this stage due to the health related restrictions but we can review with the school where we are allowed to place these boxes.*

*Please feel free to contact me if you have any questions or concerns.*

*Deepak*

Members discussed Deepak’s outline in relation to the number of bins, location of bins, collection regularity, colour of bins etc etc.

Allison suggested that initially the recycling would start as in-School items only, and in time, the project could expand to include the collection of items from homes.

Nathan suggested that it could be worth looking into an official repository from the ACT Government, and Andrew suggested that there were companies who would offer to collect the items (for a small fee).

Allison suggested the initiative could start in term 3, and that the initiative aligns with this years STEAM festival which includes a focus on sustainability. In addition, Allison the recycling initiative is likely to align with students passion projects later in 2020.

Nathan offered to look into getting recycling bins (Allison suggested that any colour apart from red, blue or green could be good, and that it may be a good idea to provide a recycling bin beside every rubbish bin in the School).

Kathy M suggested that there was an ACT government subsidy for this

Dale proposed that the P&C bank account be used as the account which is linked through the ACT Deposit Scheme – Seconded by Nathan Richards – Deepak to arrange this.

At the next P&C meeting, it was agreed to further discuss:

- Fundraising: Election BBQ (17 October)
- Fundraising: Free Trade shirts/ Pencil Cases/ Water Bladders (Dale)
- Fundraising: Other (e.g. color run)

### Year 6 Celebration

Allison outlined that it was looking unlikely that the Year 6 Birragi overnight stay would go ahead. As an alternative, Allison suggested the School is looking at Birragi coming to the School to offer some activities to the year 6's and that the School may seek financial input from the P&C. Allison suggested it may be in the vicinity of \$130 per child (but, still to be determined).

### **2.1.14. Correspondence (Dale)**

23 June 2020 – ACT P&C Council meeting – Dale (and maybe Nathan) to attend.

30 June 2020 – ACT P&C Council Constitution training, any volunteers to let Dale/ Nathan know.

21 and 22 July 2020 – ACT P&C Council workshops on Effective P&C, any volunteers to let Dale/ Nathan know.

## **3. OTHER BUSINESS (Chair)**

### **3.1 Dental Product Recycling (Andrew)**

Andrew Williamson outlined a proposal for the recycling of dental products (and other initiatives). He outlined that while this type of initiative doesn't raise a lot of money, that it's a great way to raise the awareness of recycling. He outlined that the dental project would accept toothbrushes, toothpaste containers and other dental products (all used).

Andrew to do more research on this.

Allison noted that with any initiative such as this that has a private sponsor, that the School does not encourage the promotion of private businesses – so keep this in mind when it comes to advertising the initiative.

Members agreed to start with Deepak's recycling initiative first, and consider Andrew's idea later in the year.

### **3.2 Turner School P&C Constitution (Dale)**

Members were informed of the ACT P&C Council Constitution training offered on 30 June 2020, nobody volunteered to attend.

The TS P&C Constitution to be an item at the next P&C meeting.

### **3.3 P&C funding for School projects**

To be discussed at the next P&C meeting.

### **3.4 School Photos update**

Dale and Aarthi to monitor the Facebook group for any feedback regarding the School photos (and direct queries to MPS directly). It was noted that there were some issues regarding the digital code, however these may have been corrected by now.

4. CLOSE AND NEXT MEETING (3rd Tuesday in July – 21/7/2020) (Chair)

## **Attachment 1 – Presidents Report for June 2020 P&C meeting**

### Turner School P&C Association President's Report for June Meeting 2020 Nathan Richards

Thank you all for attending our June P&C meeting. A very brief report from me this month. There has been a lot of work in the background regarding • Fundraising • Lunch Orders • Administration & Reporting • Community Engagement & Sustainability All items are on the agenda to be discussed at the June meeting tonight. As there are still complications around face-face engagement, it has made these processes a little more drawn out than normal. That said we have come a long way from where we were in May and along with discussions with Allison, we expect the school community to come closer to normal business as usual in Term 3.

#### Fundraising

This week we will discuss some community fundraising initiatives from Andrew and Deepak. Andrew is looking at community recycling programs that should return equipment to the school, and Deepak will be presenting on the container scheme run by the ACT Government and how it may benefit Turner. Another option is corporate sponsorship of sporting, educational, or community engagement activities. I have investigated the program from Budget Direct insurance and will begin the application process once their FY 2021 initiatives commence in July. Other fundraising initiatives will also be discussed. Spending funds Previously discussed contributions to the new pergolas and outdoor learning area have now been funded by the Directorate. We now have the opportunity to discuss alternatives.

Please remember that we need to follow some very clear guidelines around our meeting tonight. Please see below. • Do not come into school if you are unwell •

P&C meeting will be held in the staff room- people will need to enter through the hall door close to the pergola area. • A maximum of 20 people attending • Adults at the school will stick to the guidelines of maintaining 1.5 metres between themselves and no more than one adult per four square metres in an indoor environment (e.g. in staff tearooms). • You will need to wash or sanitise hands on arrival • You are welcome to bring your own drink in own cup as we won't be able to provide tea or coffee • A list of all attendees must be kept on record.

## Attachment 2 – Treasurers Report for June 2020 P&C meeting

### Treasurer's Report 16 June 2020

Nic and myself are in the process of getting our heads around the job. Big thank you to Jonno and Nathan for assisting with the handover!

We will meet at the CBA on 26th June to arrange for access to the bank accounts.

From a report perspective, there has been very little financial movement since May, so the following is simply stating our understanding of the current P&C financial position.

<b>Turner School Parents &amp; Citizens Association</b>			
<b>Financial Position June 2020</b>			
Ole Nielsen & Nicola Watters			
<b>STATUS</b>	<b>Debit</b>	<b>Credit</b>	<b>Check</b>
<b>Bank accounts 15/6/2020</b>			
Cheque account	31354.11		
Business online account(1)	8436.78		
<b>Owed to us</b>			
NIL			
<b>Yet to pay</b>			
Insurance renewal		374.00	
Auditor (two years)		330.00	
Agreed donations to charities(2)		320.00	
<b>Retained Earnings</b>			
Equity, June 2020		38766.89	
<b>Balance</b>	<b>39790.89</b>	<b>39790.89</b>	<b>OK</b>
<b>Notes</b>			
1: There might have been generated a small amount of interest since May			
2: Pending details and approval from PnC			

Looking forward to working with you all.

Cheers  
Ole





# Principal’s Report to the P&C

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Date: 16 June 2020 Allison Edmonds

## *Current learning and teaching focus areas*

In the classroom, our Preschool to year twos have been engaging in explicit teaching mini-lessons for reading, writing and maths. They have been part of smaller group learning conferences and small group collaboration tasks. Students have been practising their skills in self-management and arranging flexible learning spaces. They have been getting better and better at demonstrating their skills with technology. There has been learning about and establishing of routines related to keeping safe and healthy. We’ve had lots and lots of opportunities for play and social interaction and have focused on learning about what it takes to be a good friend.

On returning to school our 3/4 students have been excited about the social connections- catching up with friends and teachers and sharing stories. They have been actively engaged in collaborating to complete classroom learning tasks and participated in hands on investigations and conversations. Classrooms are simply buzzing! Students have been working on improving their computer technology skills and we have noticed that the routine of engaging with tasks online has really supported some of our learners. We have given all our students plenty of time to play outside and be active with friends as many of them have expressed that this is what they have missed the most!

The 5/6 students couldn’t wait to get back into the classroom and the corridors have been full of energy this past week! They have returned to school very eager to connect with their peers and teachers! Reconnecting with the Turner community, they have engaged in a ‘Frisbee Golf’ Maths inquiry where they mapped out the school and designed a ‘Frisbee Golf’ course, using their knowledge gained during remote learning of plotting coordinates on the cartesian plane. The students have also explored deep concepts about Reconciliation in Australia, researching through their reading and writing workshops the importance of learning about the past and linking with this year’s Reconciliation Week theme ‘In this together’. They have been excited to get back to their focus on their learner assets. Our immediate focus has been on ‘collaboration’, actively engaging in rich class discussions, collaborating to complete learning tasks and sharing their work, knowledge, and experiences with their peers in a range of settings. Students have spent time reflecting on themselves as learners. They’ve made connections with what they’ve learnt about themselves while learning at home as well as how their experiences have helped them grow as learners. The 5/6 students have stepped up as leaders, working flexibly and adapting to our new routines, hygiene practices and being role models for their younger peers.

Our hallways are coming alive again with the artworks of our students. We thank you for continuing to follow our social distancing guidelines and only coming into the school when necessary- however, we didn’t want you to miss our beautiful displays. So, please enjoy the photos!



### *Staff professional learning*

- We held whole school Misty Adoniou workshops related to spelling. This has been part of our Annual Action Plan literacy curriculum focus. Misty presented a 1 ½ online session and then workshopped with each of our teams around planning and teaching for spelling.
- Executive Teachers participated in the Education Directorate's Leadership Series- Innovation and Evaluation. We have been working with Emeritus Professor Helen Timperley, University of Auckland around reflecting on what we have gained from our move to remote learning and how that might impact our school improvement next steps.
- I have been working with other principals in the *Staff Wellbeing Series- Happy Schools*. I have been working with a group of principals around supporting staff wellbeing and own wellbeing in the context of uncertain times. The Education Directorate employed Steve Francis to lead the series.

### *School Works and Maintenance Projects*

- HVAC has had some hold up with custom pieces for the system in the hall (they have been ordered from Italy), ICW supporting for short term heating.
- Pergola is on schedule to be finished at the end of June. The Cultural Integrity team met this week to talk about next steps in getting our school community involved with the design and landscaping.
- Sump on the oval is having some fine tuning so that we reduce the breaks in the irrigation pipes.
- Kashev and Hannah have joined us as part of our additional COVID-19 cleaning/maintenance team.

### *Staffing:*

- We welcome Michaela Hale, Young- Lee and Clare Williamson to our 'in built relief team' so that, where possible, we can have regular relief teachers working with our students across the school.

### *Community Engagement*

- We between 20 and 30 families logging in for Ukulele Project Online each week.

- We were featured in a recent 'School of the Week' segment on Win News. We celebrated collaboration at Turner school. We were excited to highlight collaboration through our student leaders setting leadership goals and being active in holding each other accountable to those goals; our year 1/2 students engaging in hands on learning with explicit teaching about what it takes to be a good collaborator; and our Year 5/6 Djembe Group collaborating to create something amazing together such as the incredible sound of a community drumming experience.



<https://www.facebook.com/WINNewsCanberra/videos/school-of-the-week/717405889032176/>



Allison Edmonds

## **Attachment 4 – School Board Report for June 2020 P&C meeting**

**Turner School P&C Meeting 16 June 2020**

### **Board Chair's Report | Aarathi Ayyar-Biddle**

The School Board met last Wednesday via Google Meet.

We discussed how the return to face-to-face learning has been progressing, especially noting the following:

- The flexibility and adaptability of students across all the year groups in self-managing the transition to learning at home and then back in the classroom
- Some of the skills that were built on during the shutdown, particularly around the use of technology and students learning at their own pace, and how these have translated to in-classroom learning
- A focus on collaboration with peers and having extra time to play outside and engage with friends
- The need to keep ensuring that any students who have struggled with the changes are well supported by the teaching and support staff

Some additional points discussed:

- It's great to see the work that has progressed and been funded by the Directorate, including the pergola which is due to be completed by end June
- The Board noted a few changes to reporting and feedback to parents this year. Parent reps were excited to hear that Learning Journeys will be shared a little earlier in Term 3 than usual.
- The Turner Online Learning Hub will continue to be used as a repository of information and communication, while the official website continues to be developed in consultation with the Directorate
- A few school guidelines are due to be reviewed this year, the main one being the Safe and Supportive Schools Guidelines. The Board will reach out to the school community in a few different ways to gather input into the document over coming weeks & months.
- Conversations on School Improvement and evaluating the learning of the past few months have been fruitful and ongoing, and will help form our next Strategic Plan.

The next Board Meeting is scheduled for Term 3 (date tbc)