

**Turner School Parents & Citizens
Association
Minutes of the General Meeting 17 February 2016
(Turner School Library)**

Present

David Dunstan (Public Officer)
Robert Edwards (Chair, Board)
Steve Paton
Robyn Watson (Deputy Principal)
Sam Hardwicke (Staff)
Jo Padgham (Principal)
Damien Ellwood
Greta Doherty (Secretary)
Nirmal Farrington
Heather Kettle (Vice President)
Diane Jones
Kirsty Westaway (Board)
Clem Jones (Minute Secretary)
Jodi Wood
Ephraim Grunhard (Treasurer)
Ilea Buffier (Assistant Treasurer)
Trish Morton
Jingli Xu
Jen Faul (Staff)
Anne Napier
Tara Searle

Welcome

In Helen Bell's absence, the Vice President, Heather Kettle opened the meeting at 7.50PM, welcomed and thanked all those in attendance.

Apologies

Robyn Thurecht
Helen Bell
Percy Bell

Acceptance of minutes of the 17 November 2015 General Meeting

Moved Ephraim Grunhard, seconded Heather Kettle that the minutes of the 17 November General Meeting accepted. Carried.

Reports

President

In Helen Bell's absence, Heather Kettle read the President Report.

- Thanks and excited to be an active part of the P&C;
- Challenges ahead include how to reach and engage more parent and carer participation in the P&C
- Setting of P&C priorities for 2016, e.g. focus on building social connections, fostering links between learning at home and at school, opportunities for extension outside school etc.

- Expenditure – how should the 2016 P&C budget be allocated;
- Fundraising – is there support for a fete, what other options are there for raising funds;
- These and other issues to be discussed in March 2106 P&C meeting

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

Treasurer

The Treasurer, Ephraim Grunhard, reiterated the main points of the statement presented earlier at the AGM, i.e. balance of \$35,000 with the aim to spend the money to best develop the school and to look at ways of raising funds during 2016.

A copy of the audited financial statement presented to the AGM is at Attachment B

Principal

- The Principal, Jo Padgham, reported that although the 2016 school year is only two weeks old, it has been a very busy but smooth commencement to the year. The school now has 573 students; 45 students new to Turner and accepting only children from Priority Area.
- The school was 'commissioned' to create some artworks for our new Minister for Education, to hang in his office. One of our art teachers, Sally Visser-Marchant worked with some 3/4 students and the results were really beautiful watercolours in very bright colours inspired by the landscapes of the late Albert Namatjira.
- Work on installing the safety fence has commenced and strategies for keeping the children safe during construction are in place.
- Upgrading the car park will commence in early July.
- Y1/2 outdoor learning environment – to be discussed under general Business.

School Board

The Board Chairman Bob Edwards reported that:

- The School finances look to be in good shape.
- The Board heard reports about a very smooth start to the year, again with a near record number of new students for recent years
- This year the school will be reviewed against its Strategic Plan in the middle of the year, and planning for that has already commenced.
- The school leadership are finalising details of the 2016 Annual Action Plan.
- The Board reviewed all three capital works projects being funded and undertaken. The concept plans for the David St outdoor learning environment are particularly impressive and are available on the school website. Work on stage 1 needs to be completed before the end of May. The Board thanked Kirsty Westaway for her hard work with Jo and the landscape designers. The safety fence and the carpark projects are both well underway.

Class Parent's Contact

In Robyn Thurecht's absence Greta Doherty presented the Class Parents Contact report.

- A great start to the year with several parents volunteering to continue in the Class Parent Contact role; lots of new parents signing up.
- Twenty six out of 30 classes now have a Class Parent Contact.
- Welcome Back Morning Teas were a huge success.
- Events coming up: Big Afternoon Tea this coming Friday; A dinner will be organised shortly so that new and old Class Parent Contacts can share ideas and get to know each other a bit better.
- Thanks to all for support and help during the first three weeks!

A copy of the full report is at Attachment C

General Business

Discussion of potential P&C hosted forums (including IT suggestion)

A discussion, including input from the school's IT teaching staff covered issues as:

- Whether the focus of IT should be on the students or parents or both?
- Should the P&C or the school host the forums?
- Should the forums be linked to the schools IT plan (and Strategic Plan)
- There was strong support for including an IT-focussed parent forum during the STEM festival, and the meeting decided that the President, Helen Bell and Principal Jo Padgham would discuss the issues further and report back to the P&C.

Update on Turner Capital Works projects (safety fence, outdoor learning environment, and carparks)

Safety fence - installing panels commenced today. Assuming the weather holds, the installation will be on target. Installing the gates could be a week late. All the necessary safety fencing to protect the children during installation is in place and being monitored.

Y1/2 Outdoor learning environment – Plans and funding for Stage 1 has been approved. Jo Padgham gave a detailed presentation of the approved plan. A detailed plan is now available on Turner School's website

http://www.turners.act.edu.au/__data/assets/pdf_file/0007/369979/160216_Turner_School_FS_P-_L04.pdf

Car park – Plans for Option 2A, agreed to be the P&C have been approved. Funding has been earmarked for next financial year with the aim to commence construction first week of July 2016 to coincide with school holidays.

Call for P&C priorities to bring to March meeting (Parents/Carers, Staff, SRC)

Parents/carers were encouraged to think and talk about priorities they would like the P&C to consider and or adopt. Suggestions to be discussed at the March P&C meeting.

Call for suggestions for 2016 P&C fund raising to bring to the match meeting

While the fete was an outstanding success, it took a lot of effort from a lot of people to organise. Are there better ways of raising funds for the school? Parents/carers also invited to bring suggestions for fund raising to the March P&C meeting.

Other Business

Jo Padgham reported that both the ACT Government and the Education Directorate are keen to progress parental engagement in schools. A folder of information is available in the Front Office and should be available on the website very soon.

Next Meeting

7.30pm Wednesday 16 March 2016 – School Library

Close of Meeting

There being no further business, the General Meeting was closed at 9.05pm.

P&C President's report – First meeting February 2016

Thanks for coming along to the first P&C meeting for the year. I am excited to be an active part of the Turner P&C for a third year.

I was impressed to see the number of people at the end of year concert and again at the class information sessions held this week. We do have parents and carers out there – and one of our challenges as the P&C is to reach and engage them!

To do this we need to find out what they're interested in and how the P&C can enhance their lives at Turner. This could be building and strengthening social connections, enhancing learning (think workshops, partially funding the STEM festival), engaging with the school, funding outings or activities, enhancing our learning spaces, recognising the work of specific teachers and the staff, fund raising or any number of other roles.

To that end, I'd like to start a conversation about how the P&C can help to make Turner an even better school. So ask people! Here are some conversation starters:

"What do you think is important in a school?"

"What do you hope to get out of your time at Turner?"

"What are you prepared to happily contribute?"

"How can the P&C help you achieve your goals?"

Tonight's agenda begins our planning for the year ahead.

I've suggested that at the March meeting we set out the priorities for the year. Should we focus on building social connections through free events, on working with parents to foster links between learning at home and at school, on the learning spaces, on opportunities for extension outside school, on sustainability (think Fair Trade uniforms), on grants and sponsorship, on fund raising to ensure we can meet our goals, on a mixture of these, or on something completely different?

Do we want to facilitate workshops/host forums for parents and carers to build their knowledge? Topics could include the integration of IT at school, cyber security, transitioning to Lyneham High School or something else? If we do agree these are of interest, how best to deliver them? Via the Monday morning coffee chats, like last year's resilience talk? Within P&C meetings? As separate events?

Once we've agreed upon priorities, we will be able to turn our attention to our expenditure. Given our goals, how should the 2016 P&C budget be allocated? Would a mix of student (via the SRC), staff, school and P&C priorities be appropriate? What specific projects should be funded?

And how should we fund raise to ensure the P&C has money again in 2017? Is there support for a fete? Should we consider other options? A car boot sale? A trivia night? A semi regular barbeque evening where parents can catch up and relax? A food fair? Something else? Lots of other things?

How can we engage the broader (non-meeting attending) P&C?

It would be great if you could think about these ideas between now and our March meeting. And ask everyone you know. I am thinking of surveying parents and carers, using our Survey Monkey account, to gauge interest. The results of this survey and the informal discussions will be presented at the March meeting, to aid us in agreeing on our priorities for 2016.

Let's start a conversation.

It's going to be great.

Kind regards,

Helen Bell.

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Helen.bell@gbca.org.au

Treasurer's Statement

TURNER P&C ASSOCIATION INC
Statements of Receipts and Payments for the year ended 31 December 2015

<u>Operating Account</u>	2015	2014
Receipts		
Fundraising	30932.20	30,180.95
School Cookbook sales	4225.00	
Interest	33.65	200.32
From Business Online Saver	21500.00	16,000.00
	<u>\$ 56,690.85</u>	<u>\$ 46,381.27</u>
Payments		
Affiliation Council P&C	556.38	547.47
Annual return	-	80.00
Audit	160.00	160.00
Fundraising Expenses	6987.00	10,190.29
Bank Charges	5.03	-
Sundry Expenses (gifts etc)	250.00	633.75
Insurance	715.00	660.00
Teacher's Day breakfast	156.57	-
Contribution to School	15771.00	28,563.62
Landscaping master plan expenses	2759.00	-
School Cookbook expenses	3982.00	-
Student Donations	3250.00	
To Business Online Saver	25000.00	22,836.80
	<u>\$ 59,591.98</u>	<u>\$ 63,671.93</u>
Net Surplus / (Deficit)	<u><u>-\$ 2,901.13</u></u>	<u><u>\$ (17,290.66)</u></u>
<u>Business Online Saver Account</u>		
Receipts		
From Operating Account	25,000.00	22,836.80
Interest	371.92	663.28
TFN Withholding Tax Refund	0.00	93.00
	<u>\$ 25,371.92</u>	<u>\$ 23,593.08</u>
Payments		
TFN Withholding Tax	0.00	93.00
To Operating Account	21,500.00	16,000.00
	<u>\$ 21,500.00</u>	<u>\$ 16,093.00</u>
Net Surplus / (Deficit)	<u><u>\$ 3,871.92</u></u>	<u><u>\$ 7,500.08</u></u>
<u>Library Fund</u>		
Receipts		
Contributions	0.00	25.00
Interest	0.12	6.40
	<u>\$ 0.12</u>	<u>\$ 31.40</u>
Payments		
Donations to Library	25.99	1,117.72
	<u>\$ 25.99</u>	<u>\$ 1,117.72</u>
Net Surplus / (Deficit)	<u><u>-\$ 25.87</u></u>	<u><u>-\$ 1,086.32</u></u>
Net Surplus / (Deficit) for the year	<u><u>\$ 944.92</u></u>	<u><u>\$ (10,876.90)</u></u>

TURNER P&C ASSOCIATION INC
Balance Sheet as at 31 December 2015

	2015	2014
Assets		
Special Purpose Funds		
Library Fund Account (<i>closed in 2015</i>)	\$ -	\$ 25.88
Operating funds		
P & C General Account	\$ 2,995.66	\$ 5,896.78
Business Online Saver Account	\$ 32,069.68	\$ 28,197.76
	<u>\$ 35,065.34</u>	<u>\$ 34,120.42</u>
Liabilities		
Creditors	<u>-</u>	<u>-</u>
Net Assets	<u>\$ 35,065.34</u>	<u>\$ 34,120.42</u>
Members Equity		
Accumulated Funds as at 1 January	\$ 34,120.42	\$ 51,473.12
Surplus / (Deficit) for the year	\$ 944.92	-\$ 17,352.70
Equity as at 31 December 2015	<u>\$ 35,065.34</u>	<u>\$ 34,120.42</u>

Auditor's Report

I have examined the books and records of the Turner Primary School P & C Association Incorporated for the year ended 31 December 2015, including the General Account and the Library Fund (closed during 2015) and report as follows:

1. It is not practicable to establish control over income such as fundraising receipts, sundry income and donations until entry into the accounting records. My audit relating to this income was limited to the amounts recorded.
2. Subject to the comments above, in my opinion:
 - a) I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purposes of my audit,
 - b) to the best of my information, the attached Balance Sheet as at 31 December 2015 and Statement of Receipts and Payments for the year ended 31 December 2015 are drawn up in accordance with generally accepted accounting principles and provide a true and fair view of the financial affairs of the Association for that period, and
 - c) the accounts are properly drawn up in accordance with the Australian Accounting Standards so far as they apply to the Association.


 FA Langford BA(Acc)

12 February 2015

Class Parent Contact Update, P&C Meeting, 17 February 2016

- We had a great start to the year with several parents volunteering to continue in the Class Parent Contact role as well as lots of new parents signing up during the Welcome Back Morning Tea sessions and also online.
- Twenty six out of 30 classes now have a Class Parent Contact. There are only four classes (Carolyn Macleod, Lauren French, Alex Lilly and Clive Beecham) who need a contact.
- We have already held three brief meetings for new and returning parents to understand what the role entails and to ensure paperwork is signed. This is a fantastic outcome for three weeks into Term 1!

Class sign ups:

- A disappointing electronic sign up in the first data dump with only 43 parents using the online form. We're hoping for more online sign ups after the Information sessions this week as all classes have been provided with the slips with the survey monkey link. Anne will do a final data dump and sort early next week.
- Hard copy sign up outside the classrooms has been mixed, with the Junior school side very enthusiastic as well as some of the senior classes. This is not unexpected. Class Parent Contacts are emailing those who have signed up and encouraging them to go online to fill in the form with the extra P&C related questions.

Events held:

- Welcome Back Morning Teas - with Di and Clem Jones' invaluable help, the three Welcome Back Morning Teas were a huge success. Many Class Parent Contacts from last year were in attendance and were encouraging other parents to sign up or be a Class Parent Contact. Anne Napier had provided a tablet with links to the online form to encourage parents to sign up. Feedback from parents was that it was a great way to start the school year.

Events coming up:

- Big Afternoon Tea this coming Friday, to be held in the area between Fairy Garden and Quad. Class Parent Contacts have been putting up signs, emailing and encouraging their classes to come along.
- A dinner will be organised shortly so that new and old Class Parent Contacts can share ideas and get to know each other a bit better.

Thanks to all for support and help during the first three weeks!

Robyn Thurecht and Anne Napier
17 February 2016

ACTION LIST FROM P&C COMMITTEE MEETING 17 FEBRUARY 2016

Action	Who	By	Remarks
IT Forums –issues raised at meeting to be discussed further by Jo Padgham and Helen Bell	Helen Bell and Jo Padgham	March meeting	
Suggestions for 2016 P&C priorities.	Committee, parents, carers	March meeting	
Suggestions for 2016 P&C fund raising. Options for better ways of raising funds for the school?	Committee, parents, carers	March meeting	

