

Minutes of ANPS Parents and Citizens Meeting
Meeting held 7:30 pm 7th May 2014 in the Staff room

Attendance: Alyssa Cook, Anne Ryan, Chris Harris, Ian Cranwell, Jacqui Owen, Julie Charlton, Julie Jorstad, Kate Rutledge, Lisa Chu-McNally, Naomi Toy, Ruth Lyons, Sarah O'Brien, Sarah Taylor-Holmes, Tracey Blow, Amy Miller, Kate Gall, Josh Collins, Wendy Routledge, Angela Connolly

1. **Welcome and apologies:** Pen Bye & Felicity Butler
2. **Confirmation of minutes of previous meeting:**
 - 2.1. **Resolved:** that the minutes of the April meeting are a true and accurate record of the meeting. Moved: Naomi Toy, seconded Ruth Lyons. Carried.
3. **Business arising from previous minutes:**
 - 3.1. Update on IT information night planning. Covered in Principal's report.
 - 3.2. Update on discussions with DEC about IT options for school. Carried over to next meeting.
 - 3.3. Update on concern at the \$35,000 cut in recurrent funding. Ian Cranwell explained that he had requested and reconciled the school funding figures from DEC and it appears that the school's funding position may not be as bad as first thought. Further review will be undertaken and reported.
AGREED: That the Principal be requested to explain to parents the importance of contributing to the voluntary payment and the uses to which it is put.
 - 3.4. Update on library trust. Lucie Monahan and Ian Cranwell are exploring the requirements to establish a library trust. **AGREED:** That the library trust be set up through the P&C, rather than the school. Donations to the library will be tax deductible and could include events such as book week.
 - 3.5. Update on school communication. Covered in Principal's report.
 - 3.6. Update on possibility of anchoring the sails to the buildings in the infant's playground. **AGREED:** This issue is to be included in the broader playground review. Further investigation required to ensure sails can be secured safely to the buildings. The Principal is requested to obtain an engineers report.
 - 3.7. Update on working bee for small playground changes to the "dusty corner". **AGREED:** A date to be determined for term 3 to tidy the "dusty corner". Ideas for the working bee welcome. Grounds committee to review the area as part of overall playground requirements.

4. Working group updates:

- 4.1. **Enrolment:** Wendy Routledge reported that the group is drafting a response to the Minister's response to the boundary petition last year. The Principal gave an update that she has not yet heard from the Department when the determination of the anticipated boundary change will be notified.
- 4.2. **Music:** No report.
- 4.3. **Grounds:** Chris Harris reported that discussions have been held about ideas for improving the playground. In response to a request at the April meeting, Naomi Toy provided copies of a detailed plan for an amphitheatre and decking of the hazardous paved area marked by yellow bricks (see Appendix A), which was prepared in December 2013. Concerns were raised about the origins and status of the plan. It was confirmed that no decisions have been made about the use of the plans, and for now they are one of several options that can be considered to meet the P&C's objective of addressing the hazardous paved area and improving the play area within the school. Long term financial commitments are on hold due to limited funds but smaller items can be pursued via working bees, grants or with the DET matching funds that the school has available. Matched grant applications close in March 2015.
- 4.4. **Supporting Quality Learning:** Sarah Taylor-Holmes reported that the P&C is supporting the Future Schools Night on 21st May. Further communication will occur via bag drops and class reps. The agenda for the night includes students talking to parents about IT learning and an interactive component. The night will start at 6pm and small number of volunteers will be required to help with tea and coffee. The process of "how to pledge" is yet to be determined with funds going to the P&C with a view to purchasing technology and other learning space equipment for the school. A cut-off date for pledges is required and it was suggested a visual display be created to show the progress of funds raised. **AGREED:** that P&C will provide tea, coffee and biscuits.
- 4.5. **Grants:** Group still needs volunteers and a co-ordinator. **AGREED:** The P&C will investigate the cost of hiring an outside expert to identify and apply for Grants. Jamie Parker may have a person who can assist with Grants and has a contact person at the Leichhardt office (Alison). Amy Miller may have additional information and will bring to the next meeting. **AGREED:** Grants management to be on next month's agenda.
- 4.6. **Fundraising:**

- 4.6.1. **AGREED:** That the P&C will run a Christmas tree fundraiser at the end of the year. The idea was raised by Mick Roche. The school community will be asked to order their trees in August, to be picked up at the school on a specified weekend in December. The initiative needs a co-ordinator and volunteers are welcome.
- 4.6.2. Mother's Day stall - Kindy parents are managing the Mother's day stall and await last minute presents.
- 4.6.3. Easter raffle proceeds were approximately \$6,000 with funds earmarked for classroom IT, as previously resolved. Paul MacLean identifying areas of need. Michael Matthews is exploring options and compatibility of "non-Apple" laptops to see if they meet DET networking specifications.
- 4.6.4. The school disco will be on the May 30. Communication about the disco will be sent out after the Mother's Day stall.
- 4.6.5. Event and fundraising manual is being developed to assist future P&Cs on how to manage certain regular school fundraising events.
- 4.6.6. The Fete committee will commence meetings later in term 2 with a view to securing volunteers.
- 4.6.7. The next Full School Assembly cupcake sale is being managed by Year 3 on May 29th with proceeds going towards student welfare.
- 4.6.8. Awaiting a date for the next Dad's BBQ in term 2.

5. **Principal's report:** See Appendix B

- 5.1. Update on school communication: The Principal stated that the static calendar on the school website has now been hidden so that both parents and staff now access the Google calendar via a link in the News section of the website. The P&C has access to update the Google calendar, so if there are any errors regarding P&C dates please send an email to the P&C so that it can be corrected. Any errors in school items should be directed to the school office.
- 5.2. Update on school newsletters: The Principal said she is intending to trial a regular newsletter with embedded links to non-urgent items such as topics of interest, online payment system etc. Some parents concerned they may not follow links and preferred a summary in the newsletter. **AGREED:** This style of newsletter to be trialled for 6 months and feedback from parents obtained. Other forms of communication (e.g. bag-drop) will be maintained.
- 5.3. **AGREED:** The volume and accessibility of one-off school communications, particularly by email, to be discussed at the June P&C meeting.

6. **Treasurer's report:** No formal Treasurer's report. Naomi Toy reported that there is approximately \$60,000 in the bank but commitments yet to be paid include: Music committee: \$5,000, Schoolbooks: \$10,000, Kindy welcome expenses: \$1000. Coming in: \$6,000 Easter raffle and FSA money. Need a temporary Treasurer for the remainder of this year and call out is required.

7. **General business:**

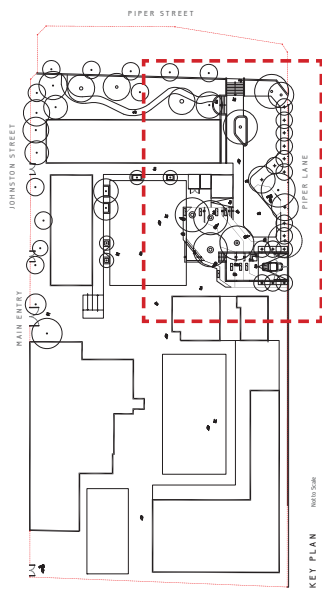
- 7.1. It was noted that the back school gates are sometimes open during the day. **AGREED:** Routine of gates closure to be enforced.
- 7.2. It was noted that some parents are having trouble making payments on the school website. This can be due to the browser used, which may not be compatible. It was further noted that if parents are unsure which activity category to choose for a payment, they should select a category closest to the activity occurring and the office will ensure that the payment is correctly allocated.
- 7.3. Amy Miller stated that she is developing a school business register and will provide more information about this at the June P&C meeting.

8. **Correspondence** - 11 emails actioned by P&C Exec or Committees

Meeting closed at 9pm.

9. **Date of next meeting** – Wednesday 4th June 2014 7:30pm to 9pm. **Venue to be advised.**

Appendix A: Amphitheatre Plans



Appendix B: Principal's Report

P and C meeting 7/5/2014

Teaching and Learning

Future School is popping and bubbling at ANPS! Based on research and flowing with the new Australian Curriculum teachers are trialling different things in their classrooms. Information about what and how and why will be made very clear at the Future School night on the 21st of May.

Maintenance

Old building has had a re-vamp windows replaced and painted.

Am in the process if getting a quote for soft fall over the crazy paving area. It can be done!

Calendar

I know it has not always been accurate. We now are working from ONLY the google calendar. On the web/staff room.