

PARENTS & FRIENDS' ASSOCIATION
GENERAL MEETING - MINUTES



Meeting: Monday July 18th 2022, 7:00pm Webex

Attendance: Candice Newman, Catherine Theodore, Donna Wallace, Kylie Murphy, Sally Emmerson, Suzy Lewis, Verity Castles, Julie Soutter, Nicole Melvin, Chrissy Boardman, Venessa Bourke

Apologies: - Hannah Beasley, Sandra Bullen, Lisa Maxwell

Meeting Opened:	7:01	Actions
Minutes from Previous Meeting	Accepted: Sally Seconded: Kylie	
Principal's Report: Julie	<p>See report attached</p> <p>New fence installed - Julie wondered if PFA were still interested in contributing to passive play panels. - Donna has investigated panels, starting at \$700 exl GST</p> <p>Julie seeking feedback regarding new report format - feedback positive, Sally suggested personal comments could be better highlighted - questioned whether 'nutshell' is necessary</p> <p>Childsafe standards - can be found on website and are being updated by school council - new standards are asking more involvement from parents and children</p> <p>Curriculum day - focus on numeracy and maths anxiety - encourage parents to encourage positive attitude to maths - just right text, importance of choosing correct book for home reading</p>	To be discussed next month
Treasurer's Report: Sally <i>Transaction Reports attached</i>	<p>Closing Balance June \$12,048.73</p> <p>Report: see attached Accepted: Candice Seconded: Cat</p>	
School Council Report:	School council will meet this Wednesday	
Correspondence:	<ul style="list-style-type: none"> • Nil 	

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<p>Actions from Previous Meeting:</p> <p>Action: Lisa to meet with Julie to discuss dyslexia material</p> <p>Action: Fathers' day refund communication</p> <p>Action: Julie and Donna to discuss pots</p> <p>Action: Nicole and Suzy to sign profit and loss</p> <p>Action: Sally to investigate library stamp</p> <p>Action: Donna to liaise with Julie/Lisa for colour run date</p>	<p>Donna to do later this week</p> <p>Done, will be discussed later</p> <p>Done</p> <p>May already be one in cupboard, check before following up</p> <p>November 11 suggested, see below</p>	
<p>Business:</p> <p>Item</p> <p>Premiers Reading Challenge</p> <p>Sally</p>	<p>If it can go ahead, Sally will facilitate with Candice happy to assist.</p> <p>Will reassess closer with Sally to take lead</p>	
<p>Item</p> <p>Student Disco</p> <p>Candice</p>	<p>Booked tentatively Bop- till you drop 2 sessions, more structured for younger, less structured for older To take place Thursday September 8 4:30-7pm 45mins session running 4:30-5:15 for juniors 1 hour to 1 hour 15min session 5:45-6:45/7pm for seniors \$471, incl smoke machine, lights, DJ Look at cost of decorations, balloon arches suggested Glow sticks suggested Photo booth suggested 'glow zone' suggest \$2 cover fee to cover cost ? do we provide water, own drink bottles in grade boxes Move expenditure of \$600</p>	

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	<p>Candice moved Accepted and passed</p>	
<p>Item Fathers' Day Venessa/Kylie</p>	<p>Fathers' day is September 4- date suggested 30th August (Tuesday) or 1st September (Thursday). Volunteers will be required on the day</p>	<p>Julie To liaise tomorrow after checking dates</p>
<p>Item Trivia Night Donna</p>	<p>Ticket sales are live, only 8 tickets sold 2 more tables planning to purchase Swinburne and Manna Gum offered tickets with \$20 of each ticket sale to go to them Offered \$300 vouchers and 6 bottles of wine from Foodworks, will accept pending numbers</p>	<p>Pushing on FB and in newsletter to boost sales</p>
<p>Item Mural/Art installation Donna</p>	<p>Donna met with Fiona Farrugia, interested but has never done murals before Hannah spoke to artists, Donna will meet at school tomorrow Indigenous artist quoted approx. \$10,000 for mural</p>	<p>Donna and Hannah to continue meeting with artists</p>
<p>Item Pots purchase vote Donna</p>	<p>Julie and Donna identified 7 locations for pots, awaiting revised quotation, estimated to be \$2800+ \$950 delivery Approx. \$4000 incl delivery</p>	<p>Awaiting quotes, held over to next month</p>
<p>Item Colour Run Donna</p>	<p>11th Nov suggested for dates Schools out could arrange for less than 40% quoted by fundraising group Schools out interested in helping, will they be fundraising also? Could be held at a cost per student, no prizes or arrange own incentive scheme, perhaps prizes for highest fundraiser ? Schools out agreed to be better option</p>	<p>Donna to work with Sally and Venessa to create a plan with schools out</p>

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Item Suggestions for oval Donna	Donna to email Julie	
Item Facebook approvals Donna	Donna to email Julie	
Feedback for the Principal	Donna to call Julie with minor feedback	
Meeting Closed: Minutes:	7:45 44	Next Meeting: Monday 15th August 7pm

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P.F.A
PROGRAM TRANSACTION REPORT
Jun-22

DATE	DESCRIPTION	REVENUE	EXPENDITURE	BALANCE
1/6/2022	Opening Balance			\$ 11,925.33
	Election Day BBQ expenses		\$ 425.60	
	Secondhand uniform	\$ 549.00		
30/6/2022	Closing Balance	\$ 549.00	\$ 425.60	\$ 12,048.73

Note: \$3407.76 paid in 2021 for Fathers' Day gifts held over until this year due to Covid-19 restrictions

Committed Funds	
Prep wishlist items	\$ 370.00
Total uncommitted funds	\$ 11,678.73

REPORT PREPARED BY: Sally Emerson

PFA Principal's Report

Monday, 18th July, 2022.

PFA Fundraising Projects and student events

- Given the high price of the pots Donna and I have identified just a few places for the new pots.
- The new fence is in place. Were PFA still considering the panels for the passive play corner?
- The disco is being planned and we look forward to supporting PFA with the running of this event as needed.

Student Reports

Reports: Does anyone have any comments regarding the new reports? These had fewer 'I can' Statements which we hope will be more parent-friendly. The 'I Can' statements identify the main skills and concepts that are the focus of each curriculum area.

Sub-committees:

Education and Policy Sub-Committee:

We are continuing the process of updating our Child-Safe policies in line with DET requirements at School Council on Wednesday. One of the elements in the new standards is ensuring parents/carers are more aware of Child Safe behaviours and how the school supports these, which is outlined in the policies. Please see the website to access the new policies.

Canteen

The new canteen arrangements seem to be working well. Rebecca has also introduced hamburgers to the menu.

Facilities

Brantome St: These meetings continue every fortnight and the process of informing Macedon Ranges Council continues. With the sharply rising costs of labour and materials, we are currently working through how we can include all the necessary parts in the project. These include new courts in Brantome St, the painting and maintenance of the Heritage building, renovation of the toilets and upgrade of the

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power board. The project funding is not adequate to complete all of these aspects and the school is in the process of getting quotes to see what we can manage ourselves.

Playground improvements

We are continuing to work through the playground improvements requested by the students. Quoting from playground and equipment companies is slow but we hope to have the footy nets in place soon. We are also looking at some more playground 'gymnastic' bars that the students really enjoy using but we currently only have two.

Fencing Landscaping and Heating updates:

The landscaping work in the Oaks Courtyard outside the new admin building will be completed soon. We are really pleased with our new fence and feel it gives the school a fantastic lift. The gas bottle reconnection is completed for the gas heaters in the BER. We hope our power board capacity issues will be rectified in the coming months with an upgraded power board however the costs are very high.

Strategic Plan and AIP and Annual Report:

The DET priority goal and our Goal 1 for the 2022 Annual Implementation plan is as follows:

Goal 1 2022 DET Priorities Goal: *Some of our students have thrived in the remote learning environment, others have maintained their learning progress, and some need extra learning and wellbeing support despite the best efforts of their teachers and families.*

*In 2022 we will **continue to focus on student learning** - with **an increased focus on numeracy - and wellbeing** through the 2022 Priorities Goal, a learning Key Improvement Strategy and a wellbeing Key Improvement Strategy. We will teach and support each student at their point of need and in line with FISO.*

KIS 1a Learning - Support both those who need extra support and those who have thrived to continue to extend their learning, especially in numeracy.

How are we progressing with this goal?

The focus of our first curriculum day last Monday was numeracy. The numeracy team presented a two- hour session on the effective teaching of problem solving,

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how to reduce maths anxiety and how we can build a maths mindset so that students will learn to persist, and confidently go through stages of trial and error as they learn new concepts.

We have also started a PLC inquiry on Just Right Texts in reading. Our goal over the five weeks of this inquiry cycle is to ensure every student is reading books at their level that either challenge them if they are very confident, or build their skills and confidence if they are reluctant readers. Reluctant readers need to ensure their books are of interest and relatively easy to read, so that they are consistently reviewing new words and learning just a few unfamiliar words but not becoming overwhelmed and losing the joy of books. Teachers are reading and discussing widely regarding how to engage students in books and reading through classroom libraries and at the weekly library lesson.

Our next curriculum day focuses on our second goal which is around improvement in writing. We hope that the increased vocabulary building that comes with reading Just Right Texts will also support students with their writing progress.

Julie Soutter