

PARENTS & FRIENDS' ASSOCIATION
GENERAL MEETING - MINUTES



Meeting: Monday March 21, 2022, 7:15pm

Attendance: Venessa Bourke, Sandra Bullen, Nicole Melvin, Kylie Murphy, Donna Wallace, Clare McKenzie, Suzy Lewis, Vicki Gauci, Catherine Theodore, Chrissy Boardman, Sally Emerson, Verity Castles, Candice Neumann, Julie Soutter.

Apologies: - Rebecca Clarke, Hannah Beasley, Phoebe Hartley, Lisa Maxwell

Meeting Opened:	7:25	Actions
Minutes from Previous Meeting	Accepted: Sandra Seconded: Nicole	
Principal's Report: Julie	See report attached <ul style="list-style-type: none"> • Julie would really like to get parents back in the school but we need to continue to wait and see what eventuates. Hoping for more involvement next term. 	
Feedback for the Principal	<ul style="list-style-type: none"> • Question about availability of saliva RAT as an alternative – school does not have any influence over the tests we receive. 	
Treasurer's Report: Sally <i>Transaction Reports attached</i>	Balance End of <i>February</i> : \$ 8863.80 Report Accepted: Kylie Seconded: Nicole	
School Council Report:	<ul style="list-style-type: none"> • Nicole was not in attendance • Most items covered in Julie's report • School Council discussed making the most of green spaces in our school and how much money the school commits to that • Parent contributions have been quite low which may impact on programs, particularly the technology program. May need to consider 'Bring Your Own Devices' in future. <ul style="list-style-type: none"> ○ Discussed barriers and why people may not be paying ○ Discussion regarding how information is presented to families. How to put newsletter info out in a user friendly way? ○ Julie considering how to move into using social media better for communication 	
Correspondence:	-	

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<p>Actions from Previous Meeting:</p> <p>Prep Wishlist - Sally</p> <p><i>For other items see Business section below and Principals report</i></p>	<ul style="list-style-type: none"> • Items being purchased 	
<p>Business:</p> <p>Hot Crossed Bun Fundraiser – Nicole/Donna</p> <p>Easter Bunny Visit – Donna/Sandra</p>	<ul style="list-style-type: none"> • Nicole has been in contact with Baker's Delight Gisborne. • We will go ahead with fundraiser with 4 flavour options • \$2 made per packet, \$8 cost to families, we pay Baker's Delights \$6 • Hope to send information out this week • Payments to be made via Qkr • Distribution planned on Wed, April 6 • Nicole, Kylie and Donna to organise • Sally and Catherine indicated happy to help on April 6 <ul style="list-style-type: none"> ○ Bunny visiting Wednesday April 6 ○ Volunteers to help with chalking pavement from 7:30am: Claire volunteered to help in addition to Nicole, Kylie, Donna, Sandra, Venessa last meeting ○ Easter Bunny visiting 12:25-2:25pm <ul style="list-style-type: none"> ○ Donna to be the bunny ○ Helpers: Kylie and Claire 	<p>Action: Nicole to follow up with Baker's Delight and office so information goes out to families ASAP</p> <p>Action: Chalk to footpaths with Easter, April 6!</p> <p>Action: Bunny visit, April 6, 12:25-2:25</p>
<p>Easter Egg Competition - Sally</p>	<ul style="list-style-type: none"> • Spoke to Jake McIntyre about us supporting Student Leaders to do a fundraising activity • Bought Easter Eggs to the value of approximately \$27 for student fundraising • Given to Leaders for them to organise • Currently thinking they will use the money raised to go towards their fundraising for Royal Children's Hospital Appeal 	
<p>Mother's Day Stall - Venessa</p>	<ul style="list-style-type: none"> • Mother's Day gifts have been ordered and many have arrived • Organisation going smoothly 	

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<p>Secondhand Uniform - Sandra</p>	<ul style="list-style-type: none"> • \$368 recently taken from uniform sales • All items \$2-8 • Will continue to offer sales online for now • Thanks Sandra and Venessa for all the work that has gone into this! 	
<p>Election Day - Sandra</p>	<ul style="list-style-type: none"> • Election not set yet! • Unsure if our school will be a polling place as suitability of new gym needs to be assessed • Nothing can be organised until these things established, there may not be time to organise anything once advised but will wait and see. 	
<p>Brick Paver Plaque - Donna</p>	<ul style="list-style-type: none"> • Donna has been investigating options for acknowledging contributors to our school whose paving stones were removed during building works. • Macedon Ranges signs could do an etched aluminium plaque, 320x210mm. Cost approximately \$500 • To be discussed further at a later date 	
<p>Survey Results – Donna</p>	<ul style="list-style-type: none"> • Meeting time feedback discussed at AGM • Feedback on activities also gained – Donna outlined popular activities we run • Suggested fundraising ideas: Fun Run, Mango Drive, Bulb or Seed Drive, Family Walkathon, School Fete, Treasure Hunt, bike ride with parent, Pre-made meals. • Suggested activities to fund: Oval surface improvements, friendship seat, library search computer, drink bottle refilling station, more shade sails, fundraising externally 	
<p>Term 2 Activities - Donna</p>	<p>Our current list of events: MAR/APR – Easter MAY – Election & Mother’s Day JUN/JUL– Trivia AUG – Pie Drive SEP – Father’s Day OCT – Disco before day light savings NOV – Colour Run DEC – End of BBQ</p> <p>Other suggestions welcome!</p> <ul style="list-style-type: none"> • Movie Night – outdoor or indoor 	
<p>Meeting Closed: 8:10 Minutes: Sally Emerson</p>		<p>Next Meeting: Wed 27th April, 7pm</p>

Principal's Report PFA

Monday, 21st March, 2022.

Education and Policy subcommittee: Homework policy. I have received no comments from parents regarding homework requirements so far this year. We can therefore assume that students are managing the homework provided and it is not beyond the time allocated for each year level per fortnight.

Canteen and Grants Sub-Committee: We will be having volunteers back in the canteen next term unless the DET specifically prohibits it.

PFA Easter Bunny Visit: This will occur on Wednesday, 6th April 12.25pm to 2.25pm.

Federal/state Election BBQ/Cake stall: We are still waiting on notification regarding the use of the school gym for the Federal election in May and the State election in November. They are looking if our gym is compliant and user friendly for disabled access. We have also asked that the floor be protected when placing furniture.

Facilities: Brantome St: In conjunction with the VSBA, we have appointed an architect who is completing designs and is starting planning and application processes with Macedon Ranges Council. The project includes the following elements:

- Brantome St courts
- Maintenance on the heritage building including roof cleaning and painting.
- External painting of the old admin building and classrooms and Prep classrooms.
- Junior toilets near horseshoe classrooms

Fence quotes:

We are still getting quotes to complete the perimeter fencing on Prince and Fisher streets; we can provide plans to PFA when this is provided. This is likely to be more than \$50,000 so three quotes are required.

Strategic Plan and AIP:

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

2022 Priorities Goal (1)

Some of our students have thrived in the remote learning environment, others have maintained their

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*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? Our tutors have been delivering very effective programs in the principal offices and interview room of the old admin building. They are seeing 110 students across the school focussing on their point of need learning in reading, writing, maths. Some of these students receive small groups support through the MiniLit program. The leadership team meets with all the tutors monthly to monitor the growth of the students and to ensure the tutors are getting the support they need to provide the best learning opportunities for the students.

Goal 2:

At GPS in 2022, we will also be working towards our SSP Goal 1 focussing on the improvement of writing as this was an area for improvement in our NAPLAN data.

We will have a focus around building vocabulary and oral language to support reading and writing.

How are we progressing with this goal? The leadership team, joined by some of the classroom teachers, have been doing Learning Walks and Talks into every classroom. We are looking at supports around the classroom for wellbeing as well as writing lessons and how well the students are using resources such as vocab lists, planners and other tools to improve their writing pieces. We have been very pleased with the standard of writing across the various classrooms.

What are the links between our AIP goals outlined above and our SSP goals?

GPS School Strategic Plan Goals

SSP Goal 1: To improve literacy and numeracy outcomes for all students

KIS 1a. Build teacher capacity to deliver a differentiated curriculum.

KIS 1b. Build teacher capacity in data literacy.

KIS 1c. Enhance collaborative structures and processes which maintain high level professional learning communities.

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SSP Goal 2: To improve engagement in learning for all students

KIS 2a. Build teacher knowledge to address student voice and agency.

KIS 2b. Establish authentic learning partnership throughout the school which develop independent and self-regulating learners.

KIS 2c. Develop a culture of high expectation and excellence throughout the school community.

SSP Goal 3: To improve the wellbeing and resilience of all students

KIS 3a. Embed a consistent behavioural management model across the school that supports the needs of current and future students.

KIS 3b. Further develop a safe and respectful environment for all students with a focus on resilience.

KIS 3c. Promote and embed a positive school culture through the implementation of shared and agreed values and vision.

Thanks for your support for our school community.

Julie Soutter

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P.F.A
PROGRAM TRANSACTION REPORT
Feb-22

DATE	DESCRIPTION	REVENUE	EXPENDITURE	BALANCE
1/2/2022	Opening Balance			\$ 8,140.80
	Coffee Van - Prep first day		\$ 250.00	
	Secondhand Uniform	\$ 973.00		
28/2/2022	Closing Balance	\$ 973.00	\$ 250.00	\$ 8,863.80

Committed Funds			
Prep wishlist iitems			\$ 580.00
Total uncommitted funds			\$ 8,283.80

REPORT PREPARED BY: Sally Emerson