MEETING DATE: Monday 3 February 2014

TIME: 6.30pm

Present: Cathy Duke, Anthony Stevenson, Leanne Catanzariti, Kym Hawes, Cynthia Dolan, Janene Tanzey, Isabel Thornton, Kym Bush, Annabel Schweiger, Dagmar Davies, Peter Cox, Frances Sharp, Annette Davis, Elizabeth Davenadra, Erika Reid

1. Apologies: Nil

2. Acknowledgement of Country

3. Approval of minutes – Dagmar noted two changes to last meeting’s minutes requested by Kym Bush. Cathy moved that the minutes be accepted, Anthony seconded.

4. Executive Reports

Principal’s Report

Welcome parents and community to the 2014 school year. Happy New Chinese Lunar Year to everyone! An important year of working together at QPS – 150 years of public education.

The 2013 school year finished on a high with a very successful Stage 3 production of ‘The Quest’ performed at The Q. The school improved its management of this facility and while it was tricky and more costly it added more possibilities to the whole presentation. Many parents reported very positive feedback on the production.

Our annual Citizenship assembly was held the following day in the school hall. At this assembly we acknowledged the leadership roles undertaken by predominantly year 6 students during the year. Students were recognised with certificates and thanked for their service to the school.

On Friday our 2013 Celebration of Learning was held at the Bicentennial Hall. This is an occasion when we recognise Achievement of Excellence by students in sport and study. A graduation ceremony for year 6 students completes the assembly. The P&C presented the graduating students with an individual bookmark created by Kindergarten students. Attached to the bookmark was a school badge and a platypus pin. The students loved the gift.
Earlier in the day the Kindergarten Christmas Concert was held in the school hall. Mrs Rosser took the opportunity to deliver an abreviated sports report as many year 2 students had excelled in their achievements at sports carnivals.

Staff completed the 2013 school year with two staff development days. The first, Thursday, was spent on mandatory learning in Aboriginal Education ‘No Gap No Excuse’ module 3. The day was shared with staff from QWPS, QEPS and BPS. On the second day, Friday, staff completed CPR and Anaphylaxis training.

2014 started with another staff development day. The mandatory update in Child Protection was delivered then staff undertook new learning in PLAN (Planning Literacy And Numeracy) software to enable us to map and track student progress as well as produce learning programs.

We have maintained 26 mainstream classes (5 Kindergarten, 4 Year One, 3 Year Two, 1 multi-age stage 1 class, a yr2/yr3 class, 2 Year Three, 1 multi-age Stage 2 class, 3 Year Four, 6 multi-age Stage 3 classes). An increase to 5 supported learning classes (IM, MC, 3 IO/IS classes) and 6 distance education classes.

A new demountable classroom has been installed on the edge of playground 2 with water, electricity and data connected. It is accommodating the OSHC facility and is the school’s multipurpose room. The previous MPR, now a supported learning classroom, together with the music room have also had data connected. The school phone system is now in every classroom. The new supported learning classroom has had an IWB installed to start the year.

Holiday maintenance included: new carpet in the administration building – hallway and foyer; internal painting of three rooms in the heritage building with new carpet in those rooms and a new kitchen installed. New blinds have been installed in KA classroom, the music room and the new Supported Learning classroom.

New staff include: Frances Sharp (5/6S); Alanna Raymond (1A); Leanne Weldon is a School Learning Support Officer; Peter Cox, the relieving Deputy Principal, is teaching in distance education and mainstream. Sharyn Ryan (3/4R) and Carla Clothier (Learning and Support team) are returning to the school.

We are implementing the new NSW English and Mathematics syllabus for the Australian curriculum this year. Getting to Know Your Child parent meetings will commence next week.

**Treasurer’s Report**

**Summary of Financial Reports**

**Bank Balances**

We had $45,105:72 as of 31/01/14 in the Queanbeyan Public School’s Parents & Citizens Association’s bank accounts.


**Event Profits**

**Interest**

We made $84:67 in interest in January 2014.
2014 Budget
Based on estimate of $10,000 coming in from the Fete and spending $20,000 on the playground update it is proposed that the P&C will still end 2014 with just under $30,000 in our accounts.

5. Fundraising

Disco 14 March 2014

• Dagmar to send out call for volunteers 2 weeks prior to disco. We need people to man the doors and to sell the glow sticks. Cathy will be the contact for volunteers.

School Fete 29 March 2014

• Anthony is investigating the bike stall option, including insurance cover
• Annabel contacted the poultry club re a poultry stall, they like the idea and will discuss at their next meeting

6. Follow-ups

• new BBQ: we agree on buying a 6 burner BBQ for approximately $260 from the Karabar hardware store. Payment will be made through the school’s account, then P&C will pay the school back. Isabel to investigate option for disposal of old BBQ
• solar panels: we agreed that we are happy for Annabel to continue investigating solar panel options that are most beneficial to the school – for possible funding through P&C in the future
• we discussed the option of securing some state government funding for school improvements (possibly for playground 1) with 2014 being an election year
• tree root issue back gate – tree root has been cut, we agree that the area should now be concreted rather than covered with loose gravel

7. Other business

• Queanbeyan multicultural festival: we agree that the school should have a stall at the festival. For next year’s festival we would like the students to perform – item to be put on the agenda for 4th term so that preparations for performance can start then (choir?)
• P&C calendar to keep track of P&C events and meetings – to tag on to Kym Hawes’ calendar
• P&C meetings will take place every first Monday of the month during 2014
• merit selection panel needs a member from P&C, Cynthia will run a training session

• Dagmar suggests school could offer parents a Bpay or EFT option for paying for book packs. This could help reducing the long lines at the front desk at the start of each school year. Kym Hawes will investigate.

• Leanne is working on aspects of the school’s handbook for parents of new students.

• We agree that P&C can pay for an accountant to audit the P&C books before the AGM.

• Chris is in discussions with Queanbeyan City Council on turning some car parks in front of the school into pickup and drop off zones.

• To be discussed at next meeting: aerial photography; 150th birthday – merchandise to be sold at fete; defibrillator; P&C gift for school leavers (jersey?)

• AGM 2014 to take place on 3 March 2014

The meeting closed at 9.25pm.

NEXT MEETING: 3 MARCH 2014

ACTION ITEMS

<table>
<thead>
<tr>
<th>Responsible person/s</th>
<th>Action required</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dagmar</td>
<td>Develop P&amp;C calendar</td>
<td>3 March 2014</td>
<td>Completed</td>
</tr>
<tr>
<td>Dagmar</td>
<td>Add table containing action items to meeting minutes</td>
<td>3 March 2014</td>
<td>Completed</td>
</tr>
<tr>
<td>Anthony</td>
<td>Progress planning for bike mart</td>
<td>28 March 2014</td>
<td>In progress</td>
</tr>
<tr>
<td>Dagmar</td>
<td>Add agenda item to discuss school’s involvement in Qbn Multicultural Festival</td>
<td>13 October 2014</td>
<td>In progress</td>
</tr>
</tbody>
</table>