

## **General P&C Meeting – 16 March 2020 - Minutes**

**Present** – Jackie Floro, Katherine Larkings, Rachel Armstrong, Rhiannon Kocmar, Penny Thomson, Joanne Aubertin, Jodie Blake, Carol Fox, Norma Yap, Leanne Wilkinson, Raewyn Tweedie, Oliva Wenzholz, Daniel Breen, Jacqui Ford, Justine Church, Kerynne Pink, Melissa Lawrence, Shane Merry, Bronwyn Hill.

**Open and Welcome** 7:30 pm

**Apologies** – Jannette Cass-Dunbar, Vichuda Lewington, Jason Holmes.

**Approval of previous minutes** – Motion moved by Jackie Rhiannon Kocmar. Second Katherine Larkings. Unanimous by group.

### **Executive Summaries**

President            **Jackie Floro**, as per AGM President’s report.

Vice President    **Oliva Wenzholz**, nothing to report.

Secretary           **Rae Tweedie**, future P&C Meetings and 2020 year at a glance.

### **Future P&C Meetings**

#### **Term 2**

- **Monday of Week 3 – 11 May 2020**
- **Monday of Week 8 – 15 June 2020**

#### **Term 3**

- **Monday of Week 3 – 3 August 2020**
- **Monday of Week 8 – 7 September 2020**

#### **Term 4**

- **Monday of Week 3 – 26 October 2020**
- **Monday of Week 8 – 30 November 2020**

#### **Term 1, 2021**

- **Monday of Week 3 – 15 Feb 2021**
- **Monday of Week 7 – 15 March 2021 AGM**

Treasurer           **Joanne Aubertin**, as per AGM.

ACT Council Rep   **Norma Yap** noted a Q&A regarding fundraising events on 25<sup>th</sup> May suggesting that the election date may change.

Principals Report Daniel Breen, Principal K-6, provided updates on the school’s response to the Corona Virus. (report attached).

## General Business

### Agenda Item 5: Fair/Festival of Democracy ACT Election proposal – Olivia Wenholz – Saturday, 17 October 2020

Olivia provided an update noting that the Fair will have a name change to distance the school activities from political activities. The proposed timing will be early in Term 4. Olivia has reached out to numerous teaching staff across the senior and junior school and has reminded teachers to finalise their proposed activity/stall in Week 9. She caveats this with the corona virus restrictions which if still in place will postpone the activity. Olivia explained the fair's focus to showcase the school and build identity and community and she noted that external businesses will not be involved in the event. General discussions from the floor arose regarding involving businesses and the issues around this and fundraising activities. Olivia proposed the establishment of a 2020 Fair Committee and called for volunteers, seconded by Katherine Larkins. Unanimous by group. Rachel Armstrong and Rhiannon Kocmar noted their interest.

**ACTION** Olivia to set up and chair a Fair Committee.

### Agenda Item 6: Year 6 shirts 2020 – Olivia Wenholz

Olivia shows around a letter that will go into Black Bags regarding the ordering of a year 6 hoody and shirt and she hands around sample items to demonstrate the materials to be used.

### Agenda Item 7: Toilet Transformation – Olivia Wenholz

Olivia noted Jenny Byron, (Parent Representative on the School Board), has indicated an interest in a student led incentive regarding the transformation of school bathrooms. General discussions arose regarding the purpose and the P&Cs involvement.

**ACTION** Jacqui Ford will speak to student leaders to get input for next meeting.

### Agenda Item 8: School Corona virus preventative measures (soap, hand dryers, sanitizer) – Norma Yap

As per Principals report, actions have occurred to remove old hand soap, replace with new soap and secure soap dispensers. Discussions from the floor arose regarding the measures that the school has in place to support students both at school with sanitation and social distancing and for those educating from home with current levels of support from the school and the future options of online content being considered by the Directorate.

### Agenda Item 9: Any Other Business

#### New Stock for Uniform Shop – Joanne Aubertin

Joanne proposes to trial new uniform stock of Harrison School fleeces and polo shirts for P-6 in the Uniform Shop. She noted that the cost of the polo shirt with logo is \$14 and \$24 for the Fleece. She proposed a purchase of 150 fleeces and 250 polo shirts. She proposes a funding request of \$5000, seconded by Jodie Blake. Unanimous by group.

**ACTION** Joanne Aubertin to purchase and trial new uniform stock.

#### School Thefts – Rachel Armstrong

Rachel raises the matter of school thefts in the Senior area and notes that the school has requested that students not bring excess money and valuables to school. She enquires about the measures that can be put in place to secure student's school bags. Discussions regarding the purchase of padlocks for lockers follow and the measures in place during PE where a teacher secures valuables for students if needed. Jacqui Ford noted that the school investigates these occurrences of theft and refers to Police if needed. Discussions arose regarding the timing around locking the bike cages and it was noted that many scooters cannot be secured with a bike lock. Jacqui Ford noted that students are taking the option to have their scooters secured in school storerooms during school hours and it is a common practice at the school. Katherine Larkins noted that she has raised this issue with the Executive Board, the ACT Council and the Executive Director for Building Services of the Education Directorate.

#### Parent Bike Racks at front of school – Penny Thomson

Penny requests that a metal bike rack be installed at the front of the school so parents can secure their bikes at drop off and pick up rather than wheeling bikes through the school.

**ACTION** Dan Breen to speak with Alvin and Debbie to seek quotes and consider appropriate placement.

**Piolet Program for uniform recycling – Penny Thomson**

Penny notes that a parent highlighted a piolet uniform recycling business that recycles school items into useful materials.

**ACTION** Penny Thomson to engage with Jen Waters and the Uniform Shop Coordinator regarding the piolet program.

**Uniform Shop to close until Corona Virus Restrictions are lifted – Rachel Armstrong**

Rachel noted that Vichuda Lewington, the Uniform Shop Coordinator, proposes to close the shop until Corona Virus restrictions are lifted. Proposed by Vichuda Lewington, Seconded by Rachel Armstrong, unanimous by group.

**ACTION** Communications Officer to alert school and parents via Facebook messaging.

**Student Locker Padlock Procedure**

Discussions from the floor arose regarding what student levels have access to padlocks for school lockers and the correct procedures as there are two forms on the school website.

**ACTION** Dan Breen to check the correct procedure and report next meeting. Jacqui Ford to investigate the two forms.

**Rubbish around school – Jodie Blake**

Jodie noted that there is a large amount of rubbish outside of rubbish bins around the school grounds and in buildings. Discussions arose regarding the corona virus preventing usual rubbish pick up practices.

**Open Action Items Update**

**17 Feb 20 #01** Funding of \$645 to be provided for the purchase of navy-blue bucket hats for sale in the uniform shop.  
*Item closed 12/3/20*

**17 Feb 20 #02** Funding of \$600 to be provided for the purchase of additional storage racks for the uniform shop.

**17 Feb 20 #03** Funding of \$1000 to be provided for each disco. \$500 for the purchase of food and \$500 for the purchase of glow stick products. *Item closed 12/3/20*

**17 Feb 20 #04** Funding of \$5000 to be provided for the 2020 Mother’s Day Stall. *Item closed 12/3/20*

**17 Feb 20 #05** Daniel Breen to investigate the possibility of escorting preschoolers to/from preschool to/from OSHClub.  
*Update required by Term 2, Week 8 P&C Meeting*

**17 Feb 20 #06** Katherine Larkings to write a letter to the school regarding a standardizing and streamlining of school and sports uniform for P-6 and 7-10 and for any decision to be communicated by the end of semester one to parents.  
*Update required by Term 2, Week 3 P&C Meeting*

**17 Feb 20 #07** Penny Thomas, Carol Blak, Leanne Wilkinson and Jenny Byron to form a working group to streamline uniforms and communicate changes to the parent and student body  
*Update required by Term 2, Week 3 P&C Meeting*

**17 Feb 20 #08** Norma Yap to write a letter to the council on behalf of P&C highlighting the issues with OfficeMax-Winc stationary supplier and the need to source alternative supply options and review the items on the list.  
*Update required by Term 2, Week 3 P&C Meeting*

**17 Feb 20 #09** Dan Breen to communicate the imperative in reminding kids to SLIP SLOP SLAP to Primary School teachers.  
*Update required by Term 2, Week 3 P&C Meeting*

**18 May 19 #02** Norma Yap to raise the issue of multiple medical form requests at next Council meeting. Norma noted that she has raised the issue and is hoping for an answer at the AGM.  
*Update required by Term 2, Week 8 P&C Meeting*

**18 May 19 #09** Daniel Breen request sustainability team to present at next P&C.  
*Update required by Term 2, Week 3 P&C Meeting*

**28 Oct 19 #03** Daniel Breen to seek costings for shade structures and provide to P&C for consideration as a possibility for a P&C funding donation.

Update required by Term 2, Week 8 P&C Meeting

**28 Oct 19 #04** The President to provide information about the process for applying for grants to the new Grants Coordinator and provide a list of the priority areas outlined in the Principles report.

Update required by Term 2, Week 3 P&C Meeting

**28 Oct 19 #06** The President to request the Kindergarten seek quotations for iPads and other cheaper tablet alternatives and consider fundraising efforts that the P&C could match.

Update required by Term 2, Week 8 P&C Meeting

**28 Oct 19 #07** Daniel Breen to find out if Harrison School has pre-existing agreements with local uniform shops.

Update required by Term 2, Week 8 P&C Meeting

### **Meeting Close**

**8:45 pm**

### **Next Meetings**

Term 2, Week 3, Monday 11<sup>th</sup> May 2020, 7pm

## ACTION ITEMS

### To do:

- Request new Grants Coordinator once appointed to source Sun-Smart grants for sunshades.
- Request that a parent rep on the school board provide a report to the P&C.

### New Action Items:

- Mar 16 #01** School Fair - Olivia Wenzholz to set up and chair a Fair Committee.
- Mar 16 #02** Toilet Transformation - Jacqui Ford will speak to student leaders to get input for next meeting.
- Mar 16 #03** New stock for Uniform Shop - Joanne Aubertin to purchase and trial new uniform stock.
- Mar 16 #04** Parent bike racks - Dan Breen to speak with Alvin and Debbie to seek quotes for parent bike rack and consider appropriate placement.
- Mar 16 #05** Piolet program for uniform recycling - Penny Thomson to engage with Jen Waters and the Uniform Coordinator regarding the uniform recycling piolet program.
- Mar 16 #06** Temporary Uniform Shop Closure –Communications Officer to alert school and parents via Facebook messaging.
- Mar 16 #07** Student locker padlock procedure - Dan Breen to check the correct procedure and report next meeting. Jacqui Ford to investigate the two forms.

### Moved Forward Action Items:

- 17 Feb 20 #02** Funding of \$600 to be provided for the purchase of additional storage racks for the uniform shop.
- 17 Feb 20 #05** Daniel Breen to investigate the possibility of escorting preschoolers to/from preschool to/from OSHClub.  
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