



General Meeting MINUTES

Monday 18 May 2020 - 7:30pm - Via Zoom

Opening Prayer: Father, we ask that you guide us as parents and friends of this School as we seek to support all that is best in its life, now and in the future.
Grant that we together, with all who are involved in the education of our children, pass on Christian standards and values of life that seek to affirm all that we do.
We ask this in the name of Jesus Christ our Lord
AMEN

1. **Welcome and Apologies** Paul Izzett
 - 1.1 Attendees: Heather Luck, Rachel Newton, Leah Allen, Peter Hele, Carolyn Rowcliffe, Michelle Jansze, Linda Peet, Tali Mayall, Paula Humphreys, Dee Faulkner, Janine McGrath, Paul Izzett, Michelle Beor
 - 1.2 Apologies: Athena Razmovski

2. **Review of previous minutes** Paul Izzett

Minutes from previous meeting, 17 Feb 2020, passed unanimously

3. **Actions Arising from General Meeting 17 Feb 2020** Paul Izzett

Nothing extra not noted in tonight's agenda

4. **Correspondence** Secretary/Treasurer
 - 4.1 Correspondence In – NIL
 - 4.2 Correspondence Out – NIL

5. **Reports**
 - 5.1 **President** Paul Izzett

The logo has been approved, based on feedback from parents, which is great. We have set a tentative date for AGM to be held, 15 June 2020, pending social distancing rules etc. We can discuss further how it might be conducted.

 - 5.2 **Treasurer** Carolyn Rowcliffe

Report sent with agenda for Feb-Apr. Mostly event based income and expenses and will be further discussed in the agenda. Non-event items paid: leavers jackets contribution as agreed last year and annual contribution to Bali Orphanage school as previously agreed.

 - 5.3 **Principal** Jason Bartell

Firstly, I'd like to thank the parents for their support in the remote learning program. If you go back to 23rd March, that was the first day of remote learning. Previous to that, the week before, we had 4 days where we asked the parents to keep their children at home, to allow the teachers 4 days for uninterrupted preparation and we had an immediate response to that. We only had about 30 students across both campuses attending, which was magnificent. It allowed us to focus on what we needed to do the week following. Then we had remote learning from Mar 23 all the way through to May 11, with 2 weeks holiday during that period. We had up to 96% engagement in senior school. Across middle school and primary school between 85-95% engagement. The engagement we had for

junior primary years was between 70-85% which is understandable for the younger years. So magnificent engagement with students and parents with that program, so highly successful from the school's perspective, not just with engagement but with learning expectations that we had. I hope that the parents found that the children were engaged in their learning, you could navigate the SEQTA portal and Microsoft Teams meetings schedule and that your children were engaged in their learning and it was meaningful. We sent out a middle school and senior school survey and it suggested that the parents, staff and students found the remote learning programs informative, engaging and a great way to proceed given the circumstances. We haven't shelved the remote learning program, it will be there ready to go again should it be needed. We had only 8-10% attendance at school while our remote learning program was happening, that was highly successful, took the pressure of the ancillary staff & education assistants, to look over and assist those children. On May 11 when we went back to face-to face, we went straight to 96% attendance, showing highly supportive parents, so a significant return. We went from the lowest attending ASC school to the highest attending school, suggested to the executives that what we delivered was fantastic and what we requested of the parents was absolutely supported. So, thank you, on behalf of the staff, for your support of the remote learning program and our delivery of face to face teaching. On our return, there was a lot of work done. We have 12 fulltime cleaners, 4 at Beechboro, 4 at Mirrabooka primary and 4 at secondary school. They are cleaning all the hard surfaces. The secondary children are cleaning their desk and chair before each lesson and the primary students as directed throughout the day. This is at a cost to the school but obviously we are following the government protocols and will continue to do this for at least the next 3 weeks and most likely through till the end of term, which is only another 6 weeks away, pending further government directives. The co-curricular program has taken a massive hit and is on hold across the whole school. As per the protocols, we are trying to limit the mix of year groups and today the executives decided that the school won't entertain any major co-curricular program start-ups before the beginning of term 3. If there is assurance from the government that we can commence with the mixing of year groups and those other activities, we can look at it then, but for now we are looking to hopefully have sport, drama etc happening again in term 3. That then lends the question, what do we do for all our major gatherings. We looked at the calendar for the year; presentation evening, founders day service, school assemblies. Do we pre-record or live stream, with in class activities. Valedictory dinner, we could live stream to the parents, depending on numbers allowed at the time. We don't have the answers, we need to investigate options available to still be able to hold these community activities within the school.

Traffic around the school: We realise that there are more students around at 3:30 due to no co-curricular activities and also parents are choosing to pick up rather than send children on the bus. Parents have been patient during this time. Mirrabooka Ave entrance is very congested in the morning, always is busy but extra busy during this past week.

Communications: Thanks for the regular communications and updates. Been easy to keep on top of what is going on.

5.4 School Council

Paula Humpreys

Plans and meetings have also been put on hold. From the February meeting, draft implemented for 2020 school improvement plan. We reviewed a number of general policies within the school, all for the re-registration of the school later in the year. Then the P&F logo discussion, community feedback was positive, which was good.

6. General Business

6.1 Update from Jason re: P&F activities going forward

Jason Bartell

Look through the calendar to see what opportunities for P&F events to still be held. Consider live stream options and/or smaller group events. Look ahead to middle of term 3, so work in 10 week blocks. Can we adapt events to meet current restrictions, then make an early call as to what events could be held. AGM to go ahead in June, possibility to hold it in the gym allowing for 30-40 attendees observing 4m2 rule.

6.2 Review 2020 events & decide action required

Paul Izzett

Regular term 2 activities include: indoor movie night at the end of term and cooking sausages for Founders Day in June. Feedback from parents regarding the raffle was well received for Mother's Day. We probably need to wait for direction from the school regarding events for this term. Following Mother's Day survey success, could we do another one similar. Cooking challenge? Could we do something in lieu of the movie night? Dee, Paul, Rachel, Janine to brainstorm. Term 3 traditional events: Father's Day, primary disco and quiz night. We have the AGM in a month, hopefully we will have additional advice from the government by then so we can add on some planning time after AGM to nail down what term 3 will look like.

6.3 Logo Update

Paul Izzett

As we heard from Paula it is all approved now. How do we want to move forward with branding? Look back at minutes last year regarding discussions on uniforms. Pete and Michelle J to follow up. Order new badges after AGM. Minutes from 21.10.19:

P&F Uniform - Pete

Hi-vis vest, light synthetic fabric in any colour, printing logo on back and front left approx. \$35. Lightweight plain black vest, printing logo on back and front approx. \$55. ASB marketing was the company. Uniform shop was expensive for a small order. Good quality that lasts. Need lightweight fabric. Aprons for events. Option passed by consensus: vest each, committee pays for and member looks after. Tali to get quote for aprons.

6.4 Prep for AGM

Paul Izzett

Date confirmed for 15th June @ 7pm. Possibility to hold it in the gym, following current social distancing requirements. Will amend previous agenda and forward with invitation to the school to send out to the parents. Follow with planning session for some term 3 events. With the option of Zoom meetings, we may attract more attendees with a virtual meeting. If we set meeting guidelines, might be a good option. Paul to discuss with Jason.

6.5 Review Outdoor Movie Night

Tali / Carolyn

All went well. Only issue was the weather, which meant moving the event indoors to the gym. FOPA did well on the night. Cost was approx. \$1,000 a bit less than previously due to using a smaller screen.

6.6 Mother's Day Raffle

Carolyn / Dee

Ratify costing of \$840 for prizes, passed by consensus. Dee set up survey monkey. Paul, Dee and Carolyn had a virtual meeting to draw the numbers randomly. High school entries - 263, Beechboro entries - 135 & Mirrabooka entries - 127. It was a great idea and well received by parents.

6.7 Year 6 T-Shirts

Carolyn / Dee

Money received in February and orders sent off quickly after. Distributed first day back to school (11th May) to lots of happy students! First print run had some errors so a second batch was done. Spelling was correct just some spaces between names was missing and 1 student was missing on MB shirts. What do we do with the incorrect batch? Give out for free or at a discounted rate? What would the parents of the children with the error in their name want? What would the school advise? Dee/Paul to follow up.

Other Business

Nothing extra noted

7. Next General Meeting – AGM

15 June 2020 – 7pm (Location TBC)

Closing Prayer: The Grace of Our Lord Jesus Christ, The Love of God and the fellowship of the Holy Spirit be with us all evermore. Amen