OUR LADY OF MT CARMEL PRIMARY SCHOOL
By Prayer and Action we Follow Christ

MINUTES OF PARENTS AND FRIENDS ASSOCIATION MEETING
13 MARCH 2012

Meeting Opened: 7.31pm

Present: Emma Box, Laura Palmer, Simone Holmes, Lucy Berridge, Glenn Pereira, Peter Delaney, Maria Beeconsall, Paula Lamney, Simon Palmer, Tracy Laidlaw, Shalini Matthews, Kim Broadfoot, Kate Thurecht, Jenny Kemp, Janelle Tsockallos

Apologies: Angela Ransom, Cameron Dick MP, Michael Dann

Minutes of Last Meeting:

Minutes accepted from last meeting held 7 February 2012.

Correspondence:

Inward

- Letter from Cameron Dick MP enclosing copy of his correspondence to the Lord Mayor regarding Norfolk Street Childcare Centre.
- Email from Chris Dyer (6 March) re pedestrian safety at entrance to Norfolk St Childcare Centre.
- Letter from the Lord Mayor acknowledging representations made on the P&F’s behalf by Cameron Dick MP regarding traffic and safety concerns on Norfolk Street.
- Email from Chris Hennessy of the BCC re Pedestrian Safety on Norfolk Street.
- Correspondence from The Federation of Parents and Friends Associations of Catholic Schools in Queensland outlining the role of the Federation and notifying us of the Queensland Catholic School Parents’ Conference from 5-7 May.
- Email from Shalini Matthews on behalf of the Dinner Dance Committee requesting funds ($1200)
- Email from Tracy Laidlaw re Fete and Fete Committee.
- Email from Tracy Laidlaw re upgrade of Prep play area.
- Email from Andrea Carter re this years Fete.
- Letter from Crazy Camel fundraiser re last years fundraising. The possibility of using them as a fundraiser again this year either via the Fete or by itself was canvassed. Lucy reported that a parent had complained they did not receive their Crazy Camel calendar last year. Investigations into its whereabouts were fruitless. It was agreed that the cost of the calendar be refunded to the parent concerned.
• Quote from ICES for supply of electrical and air conditioning services to the tuckshop
• Quote from Stower Electrical Ashgrove Air (Qld) Pty Ltd for the supply of air conditioning to the tuckshop.

Outward

• Email to Chris Dyer responding to her concerns re Norfolk St pedestrian safety.

Business Arising from Previous Meeting:

Review of P&P Spending Priorities

Shade Tents: Kim reported that the shade tents have been purchased and should arrive this week. All going well they will be ready for cross country.

Sacred Space: Glenn received an email from John Bates. John is currently investigating costing and finalising the design of the Space. He hopes to have a report of his findings ready in 3 to 4 weeks.

Kim reported that there are no grants available for Religious Areas but if we classify the space as an Outdoor Learning Area grants may be open for application. It was agreed that this was the appropriate course of action.

Curriculum and Resourcing: Funds committed at the end of last year were in the process of being actioned. Laura is waiting on paperwork from the school before payment from the P&P can be finalised.

Remaining Category One Spending Priorities: The remaining items are to be investigated further by P&P Sub-committees.

Tuckshop Cooling

Two quotes have been received for cooling the tuckshop. One from Stower Electrical Ashgrove Air (Qld) Pty Ltd that included air conditioning and one wall mounted fan for $4,710. The second quote was from ICES for an air conditioner, surrounds, electrical work and 2 commercial wall mounted fans for $5,553 (GST inclusive).

A Resolution was put forward that the ICES quote for $5,553 be accepted and paid. This motion was moved by Glenn Pereira and seconded by Laura Palmer. Vote taken, motion upheld.

Class Coordinators Breakfast

Simone said the breakfast was well attended. Children running and playing on the stage was one issue that will need to be considered next year. Thanks to Angela Ransom who volunteered her time to help.
Retaining Wall between the Bynorth Oval & Norfolk Child Care Centre

Peter Delaney reported that there have been a number of issues with the retaining wall especially during the rain at the beginning of the term. The engineers and architect have been out to look at the wall and have agreed that the wall has been constructed as it was designed and therefore is safe. They are currently considering materials to be placed in the expansion joints to prevent water leakage. This matter is ongoing.

Norfolk Street Child Care Centre and Pedestrian Safety

Lucy reported on the meeting with herself, Laura Palmer, Nick Kolatsis, Councillor Mackenzie, and Chris Hennessey from the BCC over the entrance to the Child Care Centre car park and proposed modifications to make it safer for pedestrians. Lucy said the meeting was frustrating and proposals by the BCC were very limited by regulations. Yellow lines and footprint markers, (as illustrated in Attachment A) were the only modifications the BCC agreed to implement. Chris Hennessey was of the opinion that these modifications would make the driveway clear and adequately safe. Some of these modifications have been completed. It was understood that the remainder would be completed shortly and would be followed up by the P&F.

It was noted that neither the Mt Carmel P&F or the owner of the Child Care Centre are allowed to complete the agreed road safety markings or implement any further proposed safety measures without BCC approval. Both Mt Carmel P&F and Child Care Centre Management would continue to educate parents via newsletters and handbooks as to safe driving practices in this area.

Safety issues concerning The Crescent were also raised with Councillor Mackenzie. He said our concerns had been considered previously and there wasn’t anything the BCC could do to address them. Again, the issue seems to come back to educating parents.

Mt Carmel Traffic Management Guidelines

The current Guidelines were prepared 6 years ago by the then P&F Safety Committee. They need to be updated and another run printed. Simon Palmer volunteered to investigate and update the Guidelines. This process will include community consultation. Simon will report on his progress at the April meeting. At this stage it’s hoped the document will be finished by June.

Kim Bradfoot said the NRMA had a grant available for road safety that may be appropriate if the School wishes to prepare and implement a road safety program. Peter also mentioned that the BCC’s Active Travel Program might also be worth investigating.

Mt Carmel Fete Committee

Tracy Leidlaw reported that she received a good response to the email sent out last week requesting fete committee volunteers and she now has a fete committee. It is a completely new committee, which she is willing to again coordinate. The first Fete
Committee meeting is Monday 19 March at 7.30pm in the Hall. Lucy asked Tracy to consider running the Crazy Camel Fund Raiser through the fete this year.

Glenn is currently organising fete donations. He requested the Fete Committee prepare a "Wish List" of things required to run the fete that parents are usually asked to donate. He will try and organise supplier donations of these items.

Laura is to look into registering Mt Carmel in the IGA and Let's Do Toys programs where a percentage of sales are donated back to the school.

**Signage**

Michael Dann & John Bates will report on signage progress at the April meeting.

**Jump Rope for Heart**

Jenny Kemp reported that the jump off day is the 22nd of June. The program will run during Term 2 and will be organised by the year 7's. Carolyn Taylor and Sarah Esbensen (Mt Carmel teachers) are also involved in the program this year.

**Reports**

**President's Report**

- Written report attached (Annexure B).

**Treasurer's Report**

- Written report available on request.

**Principal's Report**

- Written report attached (Annexure C).

The teacher requests for:

- an additional 15 lap tops for the Resource Centre (including a quote for Dell and HP laptops); and
- Landscaping of the Dinosaur Garden and replacing the watercourse in the Prep play area as well as an extra shade cloth and the possibility of air-conditioning the Prep classrooms

were discussed.

It was agreed that Peter would bring to the next meeting quotes for the Prep Dinosaur Garden and new watercourse. He would also investigate using the two air conditioners, currently stored in the second hand uniform shop, in the Prep classrooms. This would include a quote for installation. He would also consider other communal locations these two air-conditioners may be used. A third quote will also
be obtained for the purchase and installation of a new air-conditioner in the third Prep classroom.

Kim will investigate grants to assist in the purchase of the shade cloth for Prep

With respect to the request for 15 new lap tops:

* A Resolution was put forward that $13,800 be provided by the P&F for the purchase of 15 Dell lap tops for the Resource Centre. This motion was moved by Laura Palmer and seconded by Glenn Pereira. Vote taken, motion upheld unanimously.

General Business

Dinner Dance

The Dinner Dance Committee’s request for $1,200 for 10 dry bars was discussed. Glenn said he currently had a bid on 9 dry bars at $22 each on Greys Online. He’d find out if he was successful on 15 March and would let Shalini know. If not, it was agreed the Committee could proceed to purchase the dry bars as proposed.

* A Resolution was put forward that the P&F would fund the purchase of 10 dry bars up to the value of $1,200. This motion was moved by Glenn Pereira and seconded by Lucy Berridge. Vote taken, motion upheld unanimously.

Date for Walk to School Day

Agreed this would be held over to the April P&F Meeting.

Date of April P&F Meeting

As the April P&F Meeting falls during the school holidays, it was decided the April Meeting would be held on Thursday 19 April at 7.30pm in the Staff Room. A notice would be put in the newsletter and an email sent out notifying parents via class coordinators.

Meeting closed at 9.29pm

Next Meeting: Thursday 19 April 2012 at 7.30pm in the Staff Room
This month has seen the P&F Executive members work in the community, assisting us in attaining outcomes.

Today we have received a quote on cooling the tuckshop that will help the Volunteers and Kelly work to supply a service to our children. This will likely go ahead in the next month so that next meeting, it will be completed.

Lucy and Laura met with Brisbane City Council, the Local Member Ian McKenzie and the operator of the childcare centre and attained some outcomes for the driveway. These actions will offer some assistance in making the area safer for the community. The Executive is also working on developing and reprinting the Traffic Management Guidelines brochure. This will be handed out to actively inform the collective community on the best way to and also to practice safe driving methods around the school. Both of these activities will be pursued on going as we progress through the year.

The Class coordinators have taken up their roles well, with parents receiving emails and information from them in the last month. From what I have seen, Communications are working well, if not let us know.

The year is moving quickly, and we are already in Lent. Easter Holidays are just around the corner. My thoughts in the last week have been on three issues I see becoming more important as we move closer to Easter. These being:

- Future Funding of New Projects
- The attainment of a new P&F President
- And the School Fete

I encourage everyone in the community to think about these issues. These issues are all part of the larger issue which is the future funding of the school.

Peter tonight, if he already has not, will probably ask for contributions for many things that relate to the education of our children. Some small, some large. But the overall future of funding of schools like Mt Carmel, is under a cloud. We actively need to be aware of developments in this area, and work with the school to highlight and resolve funding issues now and in the future.

Mt Carmel has a strong community, and we together, need to work on directing our school through these times.

As I did last month, I identify the need for a replacement for myself as P&F President.

I also, suggest a very frank and open discussion needs to occur regarding the school fete this year.

Thank you to all of you for being part of the active members of the parenting community, thank you.

Now, I think, is an important time to talk about how we attract and maintain more active members in the P&F long term.

Glenn Pereira
13 March 2012

Principal’s Report - Parent and Friends Meeting

Good evening all and thank you for giving up your time to attend tonight’s meeting.

The refurbishment of the Admin Building is now complete and we moved in just over a week ago. We are quickly settling in to new areas which bring with it new routines. The space is proving very functional and is much appreciated. There are, of course, a few defects and I’m sure a few more will emerge in the coming weeks as well. These will all be sorted in the coming 12 months.

The instrumental program has kicked off again with much enthusiasm under the coordination of Sharon Van der Hurk and Tricia Reck. In addition to the usual range of instruments, keyboard lessons are now into full swing. Sharon has spoken to me recently about the possibility of the P&F coordinating a music support group at Mt Carmel. Sharon feels she needs help for the behind the scenes activities connected to the music program such as organising equipment for concerts, transport for competitions etc. Perhaps this is something that could be discussed in tonight’s meeting.

I am also pleased to report that The Helen O’Grady Drama Academy is now offering drama classes on site in out of school hours on a Friday afternoon. This is in addition to the Go Sports Cricket sessions that currently operate before school.

Since last month’s meeting some work has been done on a number of the discussion points. One of these included organising air conditioning quotes for the tuckshop area. Tonight I am able to present a quote from Ashgrove Air for consideration. I believe 1 or 2 other quotes were also sort but am unsure if they are available for tonight’s meeting. The Ashgrove Air quote included the installation of a split system for $4390 and a fan for $320. These prices are inclusive of GST.

At last month’s meetings we reviewed how some of the $70,000 proposed by the P&F was to be allocated. This included $20k for the Sacred space, $1.5k for Learning Support, $15k for Early years literacy, $4.5k to support Australian Curriculum implementation in particular History, and $3k to support Italian classes in Yr. 3. This leaves a balance of $26k. Tonight I would like to propose that consideration be given for using some of these funds to purchase new laptops for the library. We currently have 15 desktop computers in the library. We have 5 years old and no longer covered by warranty. Due to the age of the machines certain newer programs also do not function well (such as windows live movie maker) which can restrict classes. Thus I would like to replace the 15 desktops with laptops that will
enhance learning opportunities. Tracey has priced two different laptops. Her preferred choice would be Dells at a total cost of $13 800 (exc GST). A cheaper option would be HP laptops that would cost $10 335. We currently have Dell laptops in the library. While cheaper the HP’s create recharging problems as they have different cords but would also mean we would be dealing with 2 different companies for technical support. The PC’s that are currently still working could be repositioned into classrooms for use until they are no longer operational.

I would also like to ask that consideration be given for looking at a number of projects at Prep including an extra shade cloth over the black road tracks (this will complete the puzzle), awnings for the Prep C – shed side of the building to combat the eastern morning sun (winter is fast approaching) and redevelopment of the dinosaur garden & watercourse for prep.

I also wonder if it is worth considering recycling the unused cassette style air conditioners into the prep area. There are currently 2 sitting dormant in the second hand uniform shop. I believe that the Prep ceilings may be suitable to accommodate this particular type of air con unit. Another would need to be purchased to service the 3 rooms. I am not sure whether this would stress out the power supply to the school. I do know it would add considerably to power costs and if we were to make this move I would need the P&F to provide support for the power bill. I do not have any cost estimates for any these projects but am interested in getting some feedback.

In other news teachers are currently involved in planning sessions for next term. Emma Ponti is leading these sessions and teachers are working hard to implement the new Australian Curriculum. Some of our Early Years classes will also be having their first round of Parent Teacher interviews in the next few weeks. Older classes will wait until the end of Semester 1 for their first round of Parent Teacher Interviews.

I would like to thank the P&F for their support with the Safe Travel plan. We have put out a lot of information over the last few weeks in regards to safe travel. The most recent was in response to concerns from neighbours in Keera St who had observed some dangerous practices. This is going to have to be an ongoing campaign.

I would also like to thank parent Emma Box who a few weeks ago lead a training session for all staff on the use of epipens. We now have over 20 children at the school who have an epipen in case of an anaphylactic reaction. Emma’s presentation was very well received by all staff and was much appreciated.

Our next big issue appears to be the fete. Following last week’s appeal via email it is clear there will need to be some work done to sure up the committee to ensure the success of this year’s fete. I look forward to discussing this further in tonight’s meeting.

Thank you.

Peter Delaney

Principal
Our Lady of the Rosary Catholic Primary School

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