

**Telopea Park School / Lycée Franco-Australien de Canberra**  
**Parents & Citizens Association**  
**Executive Meeting Agenda**

**Wednesday 23 March 2022 6.30 – 8.30pm**

**Location:** (<https://us02web.zoom.us/join>) | **Meeting ID:** 87684860131 | **Password** 899954

<b>Item</b>	<b>Lead</b>	<b>Time</b>
<b>1.</b> Acknowledgement of Country, apologies, welcome from Chair and confirmation of agenda.	Jenn F	<b>15 mins</b>
<ul style="list-style-type: none"> <li>General update</li> </ul>		
<b>2.</b> Passing of Previous Minutes	Kavin	<b>2 mins</b>
<b>3.</b> Treasurer's report	Mark / Alina	<b>5 mins</b>
<b>4.</b> Update on Meeting with Anna	Jenn	<b>5 mins</b>
<b>5.</b> Update on Meeting with Jason	Jenn	<b>5 mins</b>
<b>6.</b> Toilets Discussions	Jenn	<b>10 mins</b>
<b>7.</b> CMBS Gap Analysis – Business Review.	Jenn	<b>10 mins</b>
Please review the Draft version attached with the agenda for tomorrow's meeting. It contains commentaries from reviewers and will need to be finalised before released.		
<b>8.</b> Treasurers report	Mark / Alina	<b>5 mins</b>
<b>9.</b> Board Update	Jenn	<b>5 mins</b>
<b>10.</b> Follow up on outstanding questions from last meeting	Kavin	<b>5 mins</b>
<ul style="list-style-type: none"> <li>Year 1-2 Gate situation</li> <li>Publishing of updated strategic Plan</li> <li>Reapplication of sunscreen during the day</li> <li>Allowing older kids to pick up younger siblings / COVID rules</li> </ul>		
<b>11.</b> AOB	all	<b>5 mins</b>

**Actions tracker**

<b>Item</b>	<b>Responsible person</b>	<b>Update</b>
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Traffic control around school / buses	Noel Derwort / Nitin	
Google drive and webmaster	Kate Gauthier	
Grants update	Jenn Foulcher	

## 2022 expected meeting dates:

### Term 1

*Week 3: Wednesday 16 February, P&C and parents meeting – welcome drinks & AGM, Offsite*

**Week 8: Wed 23 March, P&C position holders, location online via Zoom (Details in Agenda)**

### Term 2

Week 3: Wed 11 May, P&C and Parents and school, TPS Senior Staff Room

Week 8: Wed 15 June, P&C position holders, location TBC

### Term 3

Week 3: Wed 3 August, P&C and Parents and school, TPS Senior Staff Room

Week 8: Wed 7 September, P&C position holders, location TBC

### Term 4

Week 3: Wed 26 October, P&C and Parents and school, TPS Senior Staff Room

Week 8: Wed 30 November, P&C position holders, location TBD