

Telopea Park School / Lycée Franco-Australien de Canberra
Parents & Citizens Association
AGM and Ordinary General Meeting Minutes
Wednesday 16 February 2022 6.30 – 7.49pm (offsite)

Item	Lead	Time
1. Acknowledgement of Country, apologies, welcome from Chair and confirmation of agenda.	Jenn F	5 mins
<ul style="list-style-type: none"> • General update • Provisure welcome • Table new constitution, this will be tidied up and tabled at the next Ordinary General Meeting. This will allow for th 21 days of consultation for it to be passed at term 2, meeting 1. • How to farewell Pr David Binan 		
<p>Motion raised and passed to have a more casual meeting and cover off only. Seconded by Noel Derwort, many more raised hands.</p> <p>Constitution to be sent out 21 days prior to next General Meeting.</p> <p>Please provide ideas on how to farewell David Binan to president@telopeapnc.org.au</p>		
2. School Principal brief address	Jason Holmes	5 min
<p>Very challenging times over the last two years as a community. Parents are engaged, ask questions to shift thinking, appreciates the level of engagement. Encourages us to nominate for the board rep, particularly if interested in strategic objectives of the school. Door is open and Jason will always endeavour to get back to us when we have questions (but don't be alarmed if he takes a while!).</p>		
3. Provisur brief address	Pr Llopis	5 mins
<p>Heartfelt thanks for invitation to meet. Principal for 14 years in France, 4 years in Lithuania. Work in collaboration with parents and families particularly those who volunteer to give time to the school. Support students to become open minded adults in the world of tomorrow. Commits to supporting students, delighted to work in this school which welcomes.</p> <p>Telopea is a unique school & looking forward to the challenge to engage with us all, and will commit to success.</p>		
4. Election of Office Bearers	Jason	15 mins
<p>President – Jenn Foulcher Vice President – Jeannot De Nadjitein Secretary – Kavin Arnasalon Assistant Secretary – Larissa Lefevre Treasurer – Martin Pawlukowski Assistant Treasurer – Alina Brileva Grants Officer – Mary Gilliver (supported by Jenn and Mel) Public Officer – Larissa Lefevre ACT P&C Council Delegate – Daniel Hughes Webmaster – Kate Gauthier (to be confirmed)</p>		

Communication Officers – Celine Oudin
 Communication Assistant (Translators) – Rebecca Sweett
 Vice-President/Chair (Out of School Hours Care (OOSCH) – Tui Davidson
 OOSCH Sub committee

- Secretary - vacant
- Treasurer - vacant

 Lost Property Coordinator – Emily Pollnitz
 Second Hand Uniform Shop – Wendy Ho, Mel and Audrey, Tanaz
 Uniform Shop Coordinator – Noel Derwort / Larissa Lefevre
 Assistant Returning Officer for School Board Elections – Tui Davidson
 Events / Fundraising Lead – Jeannot De Nadjitein
 New Teacher Welcome Coordinator – Beth Gilfillan
 Year Coordinators

- Kindy – Rebecca Sweete
- 1 -
- 2 -
- 3 -
- 4 -
- 5 -
- 6 -
- 7 -
- 8 -
- 9 -
- 10 - Ric Curnow

5.	BASC report	Tui	5 mins
Held over to next meeting, questions welcome.			
6.	Treasurers report	Alina	5 mins
<ul style="list-style-type: none"> - Audit reports tabled and accepted. - Brief explanation of current audit structure and agreement going forward (held over to next meeting) 			
7.	Community questions	Jenn / Jason	10 min
<ul style="list-style-type: none"> - Year 1 - 2 gate – is there a way to improve that situation? Many parents huddled around. <ul style="list-style-type: none"> ○ <i>A couple of small changes have been made, some parents have made suggestions, working on changing the arrangement for the better. Parents will be informed of any changes.</i> - Does the school have a defibrillator? <ul style="list-style-type: none"> ○ <i>Yes. One in front office.</i> - The school’s strategic plan on the website and policies are wildly outdated. Is there a plan to update them? <ul style="list-style-type: none"> ○ <i>The strategic plan will be reviewed this year, the other policies have been updated but not published on the website. This will be done.</i> - Reapplication of sunscreen during the day? <ul style="list-style-type: none"> ○ <i>Jason will follow up and provide and answer.</i> 			
8.	AOB	all	5 mins
None.			

Actions tracker

Item	Responsible person	Update
Traffic control around school / buses	Noel Derwort / Nitin / Charmaine Chung char.chung@outlook.com	Noel gave a history and current state, and encouragement to drive more safely around the school and spread the word.
Google drive and webmaster	Kate Gauthier	Kate Gauthier nominated to take forward
Grants update	Jenn Foulcher	

Attendees

Jenn	Jason Holmes	Tui Davidson
Ben (kindy)	Noel Derwort	Kavin Arnasalon
Florence Llopis	Jeannot De Nadjitein	Melissa Felila
Audrey	Charmaine Chung	Mary
Paul Buckley	Celine Oudin	Shamus Moore
Alina Brileva	Beth	Tanaz
Larissa Lefevre	Martin Pawlukowski	Emily Pollnitz
Daniel Hughes		

Apologies

Ric Curnow	Kirstin Langton	Bernice McIntosh
Wendy Ho		

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 TBD

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