**Telopea Park School / Lycée Franco-Australien de Canberra**

**Parents & Citizens Association**

**Open meeting**

**Wednesday 9 August 2023 6.30pm – 8.30pm**

**Location: Senior Staff Room / Google Meet**

**Attendees:** Antonia, Marty, Alison, Kate, Xavier, Becky, Daniel, Patrice, Florence, Jason, Kylie

**Online attendees:** Alina, Angus, Chris, Elsa, Barbara, Jeannot, Jessica, Lee, Lindsay, Marly, Marsha, Stephen, Tami

**Apologies:** Kavin, Leon, Tui

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| **Item** | **Lead** | **Time** |
|  | P&C President’s Update  | Alison | 1. **mins**
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| * Kate (moved) and Alison (seconded) approval of previous Open meeting minutes
* Congratulations to Xavier on Canberra Times article
* Congratulations and thank you to Anna McGowan and welcome to Kylie Louis
* Thank you to Events and Fundraising Team for French breakfast
* P&C donation to school from OOSHC has been used to order outdoor tables and chairs for both secondary and primary – many thanks to Tui and the team for that donation
* Working with school on centenary events including supporting Friday night event and contributing to buying gifts for children
* Cybersecurity and online bullying workshop for children – organised by Hebe – great opportunity for parents
* Applied for an ACT road safety grant – external audit of the traffic and parking around the school – many thanks to Stephen for assistance with this – submitted June 2023
* Fundraising priorities – come up with a regular policy to ensure funds are spent in a more efficient way and on things that both school and families think are important
	+ Suggestion that twice a year call out to parents for funding priorities, as well as request a priority list of needs from Jason and Mary
	+ Discussion around community/parent consultation becoming overly bureaucratic vs value of gathering information on community priorities to guide/support decisions (and good governance practice)
	+ Procedural suggestion of pulling together a master plan of spending ideas (key information on costs, timing, resourcing, etc) to aid decision making
	+ Finally the funding discussion which was opened tonight will be brought to broader community to seek broader input via a survey
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|  | Principal’s Address and Report | Jason H | **10 min** |
| * Principal Report (separate document attached)
* Thank you to P&C for support and attendance at Anna McGowan farewell
* Acknowledgement of Xavier in Canberra Times
* Congrats on the successful French breakfast
* Staffing challenges continue requiring occasional splitting of classes and/or mass supervision
* School Improvement plan is currently with board for ratification
* Significant government investment for a new build – parent and community input will be sought
* School satisfaction survey sent out Year 4 – Year 10 students and **all parents**
* Encourage community to complete both the Telopea Survey and the School Satisfaction and Climate Survey when they come out
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|  | Proviseur’s Address and Report | Florence L | **10 min** |
| * Proviseure Report (separate document attached)
* Outlined some of the specific centenary projects (e.g. inter-year level collaborative story project and map to represent the TPS nationalities)
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|  | Community Q&A  | Alison to Lead | **30 min** |
| 1. Can we please get a follow up on sunscreen application time for younger age groups now that hats are back on?
	* School response – all classes have sunscreen, and all teachers are supposed to give reminders before recess and lunch breaks
	* School will revisit this with teachers, including helping teachers to be better aware of the SunSmart information and resources
2. What can be done about homework inconsistency between classes in primary years?
	* School response – teachers create homework in teams, so in theory tasks should be consistent
	* Parent question – is homework necessary? Can we ask parents what they prefer?
	* Suggestion – could the school develop some guidelines for parents around teachers’ expectations around homework at different ages?
	* Suggestion – could padlet be used for all classes combining devoir and resources?
3. Reading speed tests in year 2 are causing anxiety and stress for some students – we understand this is how fluency is measured in French curriculum, but is there a way to do this without students feeling pressured?
	* School response – teachers are encouraged to provide supportive learning environments
	* Parent request – Is it possible to have some communication to parents on expectations and how fluency is measured in the French vs English curriculum ?
4. There have been reports of frequent yelling in some classrooms – what is the policy and procedure for this?
	* School response – don’t encourage yelling and school take measures during induction to explain cultural differences and nuances between Australian and French approaches
	* Parent feedback – some members of school community have raised concerns about kids being exposed to inappropriate behaviours from teachers
	* School response – school will look into any concerns raised, and encourages community to continue raising these
	* Parent request – could the school share its policies around classroom management?
5. Can we get an update on lunch seating for primary students?`
	* Purchase is underway and looking good
6. Children are reporting that they are told they need to eat very quickly and then go play. This is causing concern for parents of children with diabetes who need to eat a specific amount of food. Could also impact children’s overall eating patterns and relationships with food.
	* School response – students are seated for 10 minutes to eat before going to play
	* Parent feedback – this is often not the case, according to conversations with our children
	* Parent suggestion – can they stay in the classroom for 10 min?
7. Could the school indicate in their comms whether it is primary, secondary or all school? When you have kids across both it can be a little confusing.
	* School response – yes, communications are flagged as primary or secondary; French or Australian
8. Can the French program please be accompanied an English translation on all communication? I think this may have been recently implemented but given there is a good portion of parent who aren’t native French speakers and we are in an English speaking country it would be helpful to have already translated communications.
	* Could the author of this question please clarify what is meant by ‘French program’
	* To the school’s knowledge, this being done, but please reach out if not
9. After reports in the news of a childcare worker who was able to abuse nearly 100 children across centres in NSW and QLD a question has come in about our training and policies in OOSHC and early school years that help with prevention/safety and continuous improvement of procedures and training.
	* Alison provided summary on OSCH policies and approach
	* Parent suggestion – could someone from law enforcement come and talk to staff about situation?
10. Community shout out to Highschool Maths Executive Teacher for excellent curriculum resources
11. Community question – can we get enrolment numbers for this year?
	* School response – yes
	* Board response – high level data will be made available to the community
12. Community suggestion – is there a possibility of students who have a change of teachers part-way through the year to receive an introduction from the arriving teacher – a little video, or a photo, or a story? This could help a smoother transition, and reduce holiday angst about the upcoming change.
13. Parent feedback/comment – poor air quality in classrooms at Telopea. Present strategy of opening windows is not working when the weather is could and the windows stay shut. Suggestion that the P&C could purchase some HEPA air purifiers to reduce the chance of students and staff having to be off due to illness. Question for Jason on whether the school would be willing to accept donated air purifiers?
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|  | School Board Update | Stephen B | **10 min** |
| * Stephen reported on the recent work of the board including to try to engage the ACT Education Department on the new building works for the Secondary School and to work with the School to set up a number of subcommittees to better focus the work of the board.
* We also discussed recent school satisfaction results and the 2022 report on traffic safety around the school.
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|  | OOSCH Report | Tui D | **10 mins** |
| No update  |
|  | Treasurer’s report | Marty P | **10 mins** |
| Refer to Treasurer’s report (separate document attached) |
|  | Fundraising Report / Update | Antonia / Rebecca S | **10 mins** |
| **Centenary Picnic** on Sunday 10 Sept 2023 12-3pmUpdate on grazing boxes, alcohol (need volunteers with RSAs), commemorative picnic blankets, entertainment and more! **French Breakfast Fundraiser*** Thank you to everyone who joined us for our breakfast fundraiser on Friday 28 July.
* It was a huge turnout – we appreciated everyone’s good spirits and patience.
* We’re grateful to all the volunteers who made it happen, with special mentions to
* the OSHC team (esp Leon) for being so accommodating and flexible
* our primary choir for serenading us
* the garden team for opening up their space, and
* [Wildflour Artisan Bakery and Cafe](https://www.facebook.com/wildflourcanberra) for their generosity and support as our event sponsor.
* If you have any ideas for how we can make our next French breakfast fundraiser better, we welcome feedback to telopeaevents@gmail.com.

**Disco for primary, and movie for high school**The Events and Fundraising Team are excited to host a number of events for the students – in particular a disco for the primary and a movie for the high school. More details to follow! And we are always looking for volunteers. **La Grande Fête** on Saturday 4th Nov 2023***P&C stalls***We have:* Petit fun corner (championed by Kindy in collaboration with FAPS)
* Face painting (championed by Year 1)
* Second-hand books (championed by Year 1)
* Cupcake decorating (championed by Year 2)
* Sweet baked goods (championed by Year 3)
* Handmade spring rolls and savoury baked goods (championed by Year 4)
* Soccer shooting stall (championed by Year 5)
* Tambola (championed by Year 6)
* BBQ championed by high school
* Plants championed by entire school

***Volunteer opportunities**** Do you want to champion a stall for the fête? All stall proposals are welcome and encouraged, including those set up by our school community. Complete your expression of interest now! <https://forms.gle/o8Gm4F69Vw3gMd6YA>
* Can you support the running of the fête in some other way? Electrical generator? Large vehicle? Outdoor tables? Security service? Waste management? Sponsorship package? Volunteer some time?
* Get in touch via email today: telopeaevents@gmail.com.

***Sponsors and donations needed!**** We're still looking for businesses willing to sponsor the fête to help make it a success.We are offering a variety of sponsorship packages to fit different budget and needs. Please contact us to learn more about sponsorship opportunities: telopeaevents@gmail.com
* We are also seeking donations of goods or services which may be used for prizes or giveaways. From vouchers, to food, drinks or travel, if your business is in a position to offer a donation (no matter how big or small) we would love to hear from you.

**Other branding/fundraising/visibility*** TPS Hoodies for community
* P&C Banner

**Join the Events and Fundraising Team**Our Events and Fundraising Team meet face-to-face on the first Thursday of the month (Gryphon’s in Griffith, 7:30pm). Everyone is welcome to input into our upcoming events. We also meet online on the third Tuesday of the month at 8pm. |
| **9.** | General Business | All |  |
| $45 million foreshadowed over four years to expand the Telopea Park High campus so it can take an enrolment of more than 1500 students |

**2023 expected meeting dates:**

**Term 1**

Week 8: Wednesday 22 March, P&C and parents meeting – welcome drinks & AGM, Offsite/Online

**Term 2**

Week 4: Wed 17 May, P&C and Parents and School, TPS Senior Staff Room & Google Meet

Week 8: Wed 14 June, P&C position holders, location TBC

**Term 3**

**Week 4: Wed 9 August, P&C and Parents and school, TPS Senior Staff Room & Online**

Week 8: Wed 6 September, P&C position holders, location TBC

**Term 4**

Week 4: Wed 1 November, P&C and Parents and school, TPS Senior Staff Room

Week 8: Wed 29 November, P&C position holders, location TBD