Parent Forum Meeting Mo  
Monday May 9, 2011

Meeting opened by Brian Laybutt at 7:03pm

**Apologies:** Sarah Guinea; Erica Wells; Mel Rainger; Jo Kirk; Donna Campbell

**Present:** Jan-Maree Brooks; Donna Cox; Gillian Taylor; Emma Butler; Deanne Buch; Megan Oniper; Siobhain Woodward; Cathy Drummond; Maria McCabe; Naomi Smith; Vicky Lack; Alison Gracie; Nikki Clark; Katherine Leslight; Leah Sheldon; Vanessa Strickland

**In Attendance:** Brian Laybutt; Philomena Zambelli

Welcome & Prayer read by Nikki Clark in Sarah Guinea’s absence.

**Secretary’s Report:** read by Nikki Clark. Incoming correspondence of note is Norco Cash for Caps program is coming to an end and all caps are to be submitted via the usual process by June 30, 2011 for prompt processing. We look forward to being advised what the new initiative will be.

**Treasurer’s Report:** read & tabled by Nikki Clark in Erica Wells’ absence.

**Parent Assembly:** address by Philomena Zambelli.

**Principal’s Report:**
Staffing – Mrs Frost returned resuming position in Stage 2. Teacher’s have been employed for executive release; Vanessa Couch 2.5 days till end yr. Also Samantha Daly to be employed 1 day per week this year.
Mrs Thiering back to 2 days/wk for literacy support in part yrs 1, 2 & 3 comprehension & reading.

Technology – 30 new net books arrived today and will be filtered though the school which ultimately means each class will now start towards having 8 net books in each classroom. School moving away from ‘technology lab’ eliminating the laptops only being used sporatically. Netbooks will incur cost to school of $33,000 and the school wants to update computers on a regular basis, to have a 3yr turn-around. Therefore, Brian suggested that the technology fee, currently $40 will be required to increase or fundraising to subsidise the extra cost to the school.

School uniform – outsourcing of sport shirts to Work & Country Murwillumbah, purchasing only available through the shop rather than through the school. The sport shirts shall be embroidered rather than screen printed in future.
Gillian raised question whether or not the school had will still be purchased through the school office which Brian confirmed.

Students have been addressed on the ‘wearing of the uniform’ correctly, also there has been a ‘blitz’ on bullying and disrespectful language within the school environment.
Children have been spoken to regarding the roles they play within the school regarding bullying, especially middle school and the role they can play in minimising this.

Music – school band started this year with 3 students, increasing at this point of the year to 15 students.
Questions have been raised by parents regarding the purchase of more musical instruments for the school. The issue being that this is a large outlay for the school and has been decided not to purchase a large amount in the short-term for this problem.
Naomi Smith suggested a note in the newsletter to ask for donations or loans of musical instruments from parents etc. specifically for the school band. Is happy to organise fundraising for this if the school decides to proceed in this way.

Building – quick update from Brian, pretty much finished regarding building, still waiting for delivery of furniture for library (May 2011), signage to be updated, front entrance signage, also fencing is an issue; always envisaged fencing to encompass play equipment, so eventually this area is be fenced as well for quiet play.

AP Appraisal – Brendan Ryan is about to have his contract appraised, in his 4th yr of contract and is due May 29th (to be confirmed), assistant principal process – all staff members interviewed along with a selected panel from the Parent Forum, Catholic Education Office, Principal & Assistant Principal from neighbouring school who collect feedback from staff and parents which is then handed back to Brendan. If all goes well his contract will be again renewed for 5yr.

Term 1 Events – Overview from Brian Laybutt
Term 2 Events (to date & to come) – Overview from Brian Laybutt
Bush Dance rescheduled Thursday 19th May from 5.30pm
Athletics Carnival now to be split into Infants and Primary to be held on separate dates.

Season’s Growth & Lap Plan – address from Philomena Zambelli
DVD viewed regarding Season’s Growth Program for help with grieving children. Philomena stressed that the program is not a counselling session but a group get together with other children experiencing like feelings etc., split into specific age groups. An adult Season’s Growth Program is currently being planned for the future. Sessions held at the school for a period of 8wks, followed by a ‘celebration’ at the end where the child can invite a parent, grandparent or person of their choice.
Jan-Maree Brooks spoke highly of the program having had two of her three children experience the program at separate times for the loss of a grandparent and the separation of parents.
Philomena mentioned that the program may be used for many grieving processes ie. Losing a pet, death of a loved one or friend, separations within a family etc. The program is used as needed and as it is being asked for. Therefore, 3 programs per year could be in place.

Learning Assisted Program – completely voluntary, where a child is identified as requiring or benefiting from one-on-one attention, grandfather or uncle figure for
example. Perhaps someone may have a talent they may be able to share with the child to help them in some way, eg. Music, craft, woodworks etc.

Role of the volunteer outlined by Philomena – building on student’s strengths, talk, share similar interests, care, self esteem building, liaise with co-ordinator regularly, completely confidential environment, evaluate student’s progress, decide whether the program has been beneficial to the student and whether it is a good idea to proceed with the program, along with other similar roles.

Gillian Taylor raised the idea of advertising this role in the newsletter which Philomena confirmed will be addressed in the immediate newsletter following.

**Parent Rep Roles** – address Brian Laybutt

All parents present introduced themselves and their children in the school.

Brian gave an overview of parent rep roles to inform all parent reps present what is encouraged from them in their role for the year:

- Support the classroom teachers
- Help co-ordinate one school event
- Organise a social function for each class or stage parents
  1. Katherine Leslight suggested a ladies’ night at the Balcony as per previous years and it was well received by all. It was decided that Aaron (owner of the Balcony) be contacted by Kathryn to advise it will be on the cards shortly. Perhaps Parent Reps might call class parents to inform them of the upcoming event.
  2. Father-son camp date has been set.
  3. Kindergarten families will be specifically targeted in conjunction with the Parent Assembly at the Balcony, with finger food and special guests to talk about community services available that parents may not be aware of, also someone to talk very quickly about nutrition, but the focus will be on socialising and fun.
  4. Brisbane shopping trip.
  5. Suggestion tabled from Siobhian Woodward for family portrait day.
  7. Cathy Drummond suggested vineyard tour.
- Welcome new families
- Support the school & specific events
- Act as a contact
- Feed through ideas / suggestions to the Parent Forum

**Fundraising** – address from Brian Laybutt

**Skill-a-thon**

Gillian Taylor suggested a raffle but not Monster Raffle, perhaps with just a few really good prizes, whether purchased by the school or donated by the community. Visa Debit card as prize suggested by Donna Cox, licensing would need to be looked into prior to this being included in the raffle as a prize.

Lamington drive suggested by Naomi Smith, not overly well received by parents present. Maria McCabe to investigate the purchase and sell prices to decide if viable or not.

Gillian Taylor asked if the Bunnings sausage sizzle would be available this year.

Nikki Clark tabled some ideas for consideration

- Mobile phone collection
- 2012 organiser
- Pixi Photo family portrait day
  All agreed the Pixi Photo day would be a great fundraiser. Nikki Clark to investigate further.

Options for term 3

Parent Rep ideas

*General business:*
Jan-Maree Brooks asked if there was any possibility that police or safety officers come to the school to discuss with the children the safety of riding bikes/scooters to school. Brian to look into someone to address the children on road safety and drug awareness.

Leah asked if the school will address cyber-bullying again this year. Brian will look into conducting this again this year.

Brian has written to TSC regarding parking, footpaths, parking and drainage at Mooball Street, letter received today from Council who are not closed to the idea of forming a footpath to the school from Queensland Road. Brian suggested the Parent Forum write also to the Council to back this up. With regards to parking, Council suggested that the opposite side of Mooball St to the school is not a parking zone. Brian also suggested perhaps parents or the Forum may write again expressing concerns for children and crossing to the Council to expedite the procedure.

3rd June official blessing from the Bishop of the new school opening. School vision and mission statement also to be implemented on the same day.

Meeting closed: 8.50pm