INABURRA PARENTS & FRIENDS

Minutes of AGM held on Tuesday, 20 October 2015 at 7.30pm in the Drama Studio, Inaburra School


Chair: Philippa Lowe and subsequently Barbara Curtis, President, Parents & Friends
Secretary: Chris Yee

1. Minutes of the previous Annual General meeting on 24 February 2015, were previously accepted as a true record of that meeting.
   Motion: put forward by Barbara Curtis (BC), seconded by Paula Linton (PLn)

Annual General Meeting

2. President’s report: The President summarised the 2015 year for Parents & Friends, noting in particular:
   • the good turn-out at the P&F coffee mornings
   • the success of the Fete especially considering the inclement weather
   • the success of the Trivia Night; the use of the online auction Galabid system, and photo-booth
   • the strong community events (e.g. Fathers Day breakfast and Mothers Day stall).
   • parent/teacher dinner planned for Monday 9 November

3. Treasurer’s report: The Treasurer noted that the auditors had given a ‘clean’ audit i.e. that the financial statements provided a true and fair view of the financial status of the Association.

   Income included: P&F levy ($63,175), Fete ($41,800), Parent/Teacher dinner for 2014 ($3,560), fundraising from other activities ($49,500).

   Expenses included: Fete ($13,900), Trivia night (including hall hire/prizes/food) and community events (e.g. Mothers day stall/Fathers day breakfast) ($24,000), P&F functions (e.g. Kindy welcome) ($290), support for elite representation in arts and sport ($6,500), Melinda Tankard Reist ($2,000), Building fund ($220,000).

   Total net profit as at time of the meeting was $8,000, with further expenses anticipated.
Mr Bowden noted the not-for-profit exemption for the school would finish this year; was going to confirm if this would be extended.

4. **Retiring and election of Executive Committee members:** All Executive Committee members were declared by the Principal to have retired from their positions.

Tim Bowden gave a note of thanks to the retiring committee, which included several long standing members.

Two nominations for Officer positions had been received and approved by the Principal: Barbara Curtis for President, and Chris Yee for Secretary.

The results of the elections for the Executive Committee, effective immediately, are as follows:

**Officers**
- **President:** Barbara Curtis (elected unopposed)
- **Deputy President:** vacant (subsequently filled by Vera Auerbach)
- **Secretary:** Chris Yee (elected unopposed)
- **Treasurer:** Michelle Yee

**Community Support Group**
- **Junior School Parent Representative:** Dotte Derrickson
- **High School Parent Representative:** Paula Linton
- **Community Events Co-ordinator:** vacant

**Fundraising Support Group**
- **Volunteer Co-ordinator:** vacant
- **Fete:** Karen Kempe
- **Trivia Night:** vacant (subsequently filled by Ruth Wernick)

**General Support Group**
- **General:** Daniyelle Tardent, Debbie Alvarez

General business

5. **Principal’s Q&A:** The Principal noted the following:
   - There were several Inaburra staff moves for 2016 (mostly internal)
   - Gillian Powell moving to a part-time role to help assist with babysitting grandchildren. Taking on a new role of director of accreditation and compliance.
   - The P&F gave special thanks to Mrs Powell for all the assistance she has provided to the P&F over the years.
   - David Collins had been appointed the new Head of Senior School.
• Point of contact for anything related to the 2016 Inaburra Fete would be handled by Mr Collins and Dominic Valastro.
• The Inaburra Building program tender period ending Wednesday 21 October.
• The school was anticipating builders would be on site from the 1st week of Summer break; construction would be focused in the car park.
• Mr Bowden would be attending a meeting with local residents on Wednesday 28 October to communicate the building process with them.
• The 2015 HSC exams had started.
• The Year 9 camps, starting Sunday 25 October, had been extended 1 day from last year (now 4 and 6 day camps). Last year’s camp was notably cold (held in Winter) so anticipating much warmer weather for this camp.
• The Year 10 Global Ed program was starting on Monday 16 November; the program now consisted of 5 service-learning experiences for 2015, including a visit to the Yasawa Islands off the North West coast of Fiji, and an environmental care program on the East Coast of Tasmania.
• Year 9 Leaders and Year 12 Prefects induction Wednesday 21 October.
• Year 6 into Year 7 (2016) Parent/Student Information Evening Wednesday 21 October.
• There was a vacant position in Year 1 for a female student.
• School accreditation under the Board of Studies, Teaching and Educational Standards (BOSTES) needs to be done in 2016.
• Accreditation of all teachers under BOSTES needs to be done in 2017.
• Mr Bowden notes that teacher accreditation is not the same as teacher performance; he would continue to find ways to improve avenues for parent to provide feedback of their children’s teachers.

6. Junior School report: Mr Coote reported:
• K-2 Open day: parents with no contact with the school
• Two year 6 girls picked to speak at Mandarin Centre
• Three day Year 6 excursion went well; Mr Coote was impressed by the attitude of the students
• Staffing/room allocations done
• Parent volunteer thank you morning tea Friday 27 November
• BYOT guidelines will be sent out to year 4 students for year 5 studies.
• Success of the Year 5-6 Junior school musical (Peter Pan) by 2 first time directors. There was a question of whether the Year 5-6 teachers would have been better suited to direct the musical (rather than the use of Year 4 teachers) as it disrupted the Year 4 classrooms; Mr Coote stated this was unfortunate but there was a need to balance classroom disruption with using the teachers best suited to directing the play. Mr Coote also noted a DVD of the play was coming.

7. Any other matters:

7a. Year 12 study camp
Steve Samois expressed thanks to the teachers and volunteers for giving up their time to coach the Year 12 students at study camp.
7b. End of year musical
It was noted that Senior school musical is being organized by Mrs Hayley Graham; Mrs Graham was in the process of finding a musical which is appropriate for the school and entertaining

7c. Up coming P&F meetings
It was noted that the details of the next P&F events were:
- Executive meeting Monday 2 November, 7pm at the Junior School Common Room
- General P&F meeting: Friday 20 November, 9am. Location Café Y (Barbara Curtis to confirm location)

Barbara Curtis gave a note of thanks to Philippa Lowe for her efforts as the 2015 P&F president, and also the rest of the outgoing P&F committee. She expressed excitement about working with a great team in the coming year.

The meeting closed at 8.40pm.

Next meeting: Friday, 20 November 2015, 9am, Café Y: planning for 2016.

Signed as a true record of the meeting.

[Signature]
President