Minutes of Lindisfarne P & F Association
Sunshine Avenue Campus
Tuesday, 11 June 2013

Meeting opened at 1:00pm.

ATTENDANCE: Tanya Boyle, Robyn Butel, Paul Stedman, Michele Chandler, Chris Duncan, Robyn Goldstone, Kate Rogers, Andrew Sinclair, Meredith Russell, Belinda Layt, Lesley Greaves, Peta Fahy.

Apologies: Simone Gadd, Jo Hetherington, Maria Smart, Robyn Slade, Caroline Jefferies, Sally Engel, Joanne Dick, Kim Shepherd.

Minutes of 9 April 2013: Resolved to accept the Minutes – Moved Robyn Butel; Seconded Kate Rogers; Carried.

Business Arising from Minutes:
• Chris Duncan noted that the Tennis Court upgrade is on the school’s small capital works list.
• Tanya Boyle noted that the 21st century parenting talk run by The Australian Rites of Passage Institute is a good idea that will be followed up at future meeting in Term 3 or 4. Belinda Layt to check school calendar for possible dates.

CORRESPONDENCE (tabled)
• Nil.

YEAR 5/6 PLAYGROUND: (PRESENTATION BY TIM WAUGH, YEAR 5/6 COORDINATOR + 2 YEAR 5 STUDENTS)
• In March 2013, a proposal by Imagination Play for a new Stage 3 playground was forwarded to the P&F President.
• Concerns were outlined by the two Year 5 students in the presentation, namely:
  o There is no outdoor equipment or apparatus for their use which is a big disadvantage;
  o Unfair compared to what other school’s primary school students can access;
  o The few available handball courts are of small dimension on uneven surfaces with excessively long wait times (up to 17 mins or approx. 38% of 45 min break) causing frustration, aggression and boredom;
  o Using the bottom oval is problematic as the large age difference between 10-12 year olds and the high school students is a source of fear for some;
  o A common enquiry from parents enrolling their children is “where do they play at recess?” – the only answer being “on the cement”.
• Benefits were outlined by the two Year 5 students in the presentation, namely:
  o Broadening recess and lunchtime play options;
  o Improving fitness and health levels;
  o Potential for academic improvement from increased concentration levels;
  o Opportunities for student interaction; and
  o Major selling point during parent enrolment enquiries for attracting new students to the school.
• Recent survey by the Year 5/6 students saw a 100% yes vote to the idea of new equipment/apparatus.
• Robyn Goldstone asked about the girls uniform – skirts are worn 3 days/wk with many using bike-style pants underneath.
• Kate Rogers asked if the students had any ideas on the equipment they might like – Rockwall, flying fox and pyramid ropes was mentioned by the students.
• Tanya Boyle thanked Tim Waugh and the students for their presentation and the information contained within.

PRINCIPAL’S REPORT: Chris Duncan tabled his report.
• Evaluating Excellence in Independent Schools: Senior Leadership Group has met with Nick Clarke (AIS Consultant) to begin this 20-week process. Online surveys to staff, students and parents will commence mid-June, as well as analysis of NAPLAN/HSC data, observations of the school in action, and focus groups.
• Bus to Ocean Shores: This service continues to expand.
• Lecture Theatre: $260K project ($200K Fed Govt + $57K P&F) Signed Building Contract this morning and construction has commenced. Building work is scheduled to be complete by 14 August, but fit out of seating and AV equipment will happen throughout September.
• Hospitality Trade Training Centre: Grant of $1.1188M recommended by Assessments Committee. Awaiting final approval by Fed Govt. It is estimated to be a $1.3-1.4M project. The School could likely cover up to a $250-300K cost overrun.
• French Trip: 22 students accompanied by David Stonier, went to France in April school holidays with Chris Duncan joining them to attend the ANZAC dawn service at Villiers Bretonneau. Also toured the northern battlefields.
• Traffic Management at Sunshine Ave: Noted the School’s appreciation to Kate Rogers for professional input and assistance with implementation of the traffic work, contributing substantially to student safety.
• School Events: Starry Starry night musical showcase evening on 25 June.
• Mahers Lane Masterplan: Chris Duncan mentioned the preliminary planning for the future function of the school’s two campuses. With new development planned for construction in the Terranora catchment the school will consider whether to increase enrolments and how to best accommodate this with the current and future building stock. He noted that Year 7 moved to Mahers Lane in 1996.

TREASURER’S REPORT (tabled):
• Paul Stedman and Tanya Boyle met with Graham Jones in late May to discuss P&F funding allocation to the school.
• P&F may be able to assist with future fit-out of new Hospitality Trade Training Centre.
• The Mothers Day Stall raised $1,807 in income after expenses. Thank you to Tanya Boyle and Robyn Butel for organising this very successful fundraiser.

STG Account
Balance Reported at Last P & F Meeting $ 191,766.58

The following amounts have been received into the STG P & F bank account:
• 10/05/2013 Mothers Day Stall Takings $ 3,614.50
• 24/05/2013 Max Walker Breakfast Raffle $ 334.00
• 24/05/2013 Mothers Day Stall Post Date Payments $ 116.00
• 04/06/2013 Buzz Book Advertising Revenue $ 2,560.00
• 04/06/2013 LAGS Audit Fee Reimbursement $ 800.00
TOTAL $ 199,191.08

Less EXPENSES PAID SINCE LAST TREASURERS’ REPORT
• 09/05/2013 Cheque 89 LAGS (Piano and Study Desks) $ 10,552.00
• 27/05/2013 Cheque 88 Dickfos Dunn (Audit Fees) $ 1,650.00
• 30/05/2013 Cheque 92 Jo Hetherington $ 159.90
RECONCILED BALANCE $ 186,829.18

Less Unpresented Cheques
Cheque # 30 Sharon Styman (Reimb purchase of P&F stamp) $ 55.00
Cheque # 84 Tanya Boyle (Melb Cup Expense Reimb) $ 35.37
Cheque # 90 Simone Gadd (Lodging Fees Annual Return) $ 51.00
Cheque # 91 Bec Hassell (FunFest Reimbursement) $ 27.00
ACTUAL FUNDS AVAILABLE $ 186,660.81

Resolved to accept the Treasurer’s Report – Moved Kate Rogers, Seconded Robyn Butel; Carried.

GENERAL BUSINESS:
• Funding Priorities List: Tanya Boyle explained the following:
  o Simone Gadd and Kate Rogers have worked on a draft master document that provides a strategic direction for funding.
  o All P&F committee members gave notice to the President of their top 3 priority projects
  o The Junior School playground and Year 5/6 playground were top 2 priorities for most committee members and these will be actioned in the short term.
  o Any funding requests from school staff come to Chris Duncan and Graham Jones for a decision on whether the item is a school or P&F responsibility.
  o P&F then decide how these will fit into the funding priority document.

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o Chris Duncan suggested teachers need a deadline by December, and the P&F would review at first meeting in February 2014.

o The Treasurer presented a document indicating the cashflow income over the 2013 calendar year, funding already committed (ie. Junior school walkway, Mahers Lane Theatre, Melbourne Cup lunch, Funfest) and the estimated income at year’s end. This determines the budget the P&F can allocate to both playgrounds.

o Andrew Sinclair’s issues about the information contained in the funding priority document were resolved.

o There was extensive discussion between meeting attendees regarding the budget and timing of construction for both playgrounds, and Chris Duncan conceded that the Year 5/6 playground is most likely to be in current location for the next few years, pending the further planning work (eg. Traffic modeling) required informing the Mahers Lane Masterplan.

o The President recommended a special meeting of the Executive and General Committee members to give the playgrounds their proper consideration as a single agenda item. This meeting is scheduled for Monday 17th June at 1pm in the Mahers Lane Boardroom. All Committee members to attend. Kate Rogers to circulate all Junior School Playground proposals to Committee members to familiarize themselves prior to the meeting.

- Mothers Day Stall: Tanya Boyle thanked Bunnings at Burleigh for donating 200 seedlings.
- ELC Morning Tea: A small turnout for this event, but always worthwhile having.
- Parent Rep Morning Tea: Held on 5 June following ELC morning tea - invitations to attend was circulated quite late, so only 5 parent reps were present.
- FunFest 2013: Robyn Goldstone reported that planning is on schedule. Email to be sent to Parent Reps when assistance is required for class contributions to Cent Auction. Café dBar is a new sponsor.
- Big Boys Breakfast: Set for Friday 30 August. All committee members to attend. Michele Chandler explained that Year 5’s have the option to attend and will be organizing buses back to Mahers Lane for these students. Likely to require additional BBQ and cooks to cater for estimated increased numbers on the morning.
- Grandparents Day: Set for Tuesday 17 Sept. Michele Chandler explained that she is investigating how Year 5/6 students and their grandparents can be involved with this on same morning.
- Melbourne Cup: Venue has been booked – Osteria (formerly Sandbar). P&F have secured the same deal as last year. Can now seat about 200 people and can bring own alcohol. No room charge fee.
- P&F Newsletter: This is to be sent out in last week of term.
- Junior School Shade Structure: Graham Jones is obtaining the construction certificate.
- Communications Officer: Belinda Layt supports the P&F and works part-time at Mahers Lane on Mondays and Tuesdays.

Meeting closed at 2:55pm.

NEXT MEETINGS:

P&F Meeting - Tuesday 6th August 2013 at 6:30 pm (Mahers Lane Library)

P&F Executive and General Committee Meeting – Tuesday 10th Sept 2013 at 1pm (Mahers Lane Boardroom)