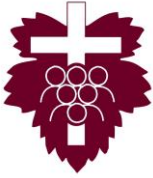


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John 15.5

Golden Grove Lutheran Primary School  
**Parents & Friends  
Meeting Minutes**

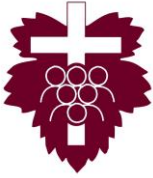
<b>Date</b>	<b>Monday 5<sup>th</sup> February 2018</b>
<b>Time</b>	7:00pm
<b>Location</b>	Staff Admin Building
<b>Attendees</b>	Shane Paterson, Aimee Iannone, Stephen Tiller, Claire Rathjen, Angus McKay, Shelbe McGregor, Kylie Chinca, Michelle Parcell, Peta Albrecht, Shannon Green, Jen May, Sharon Harris, David Kittel, Georgia Papini
<b>Apologies</b>	Karen and Neil McKinnon
<b>No</b>	<b>Agenda</b>
1	<b>Opening:</b> <ul style="list-style-type: none"> <li>• Welcome</li> <li>• Devotion &amp; Prayer</li> </ul>
2	<b>Attendance &amp; Apologies</b>
3	<b>Minutes from Previous Meeting</b> <p>Aimee asked if the minutes of the previous meeting as sent via email on 14th February 2018 are true and correct.</p> <p>Moved: Michelle Parcell, Seconded: Kylie Chinca – All agreed.</p>
4	<b>Upcoming Events</b> <ul style="list-style-type: none"> <li>• <b>Date Night – 24<sup>th</sup> March</b>  Aimee has followed up with Vicki re what the food option will be for date night.  50 Registered for Date Night – can have 60 Children max.</li> <li>• <b>Sports Day- 29<sup>th</sup> March</b>  Claire passed around a roster asking for volunteers to run the cake stall, it was decided to have 1 hour time slots after set up. Starting at 8.45 and finishing at 1.30 at the conclusion of Sports Day.  Sports Day is from 9am to 1pm Stall will be at the same place as last year. BBQ is sausages which will be run by GGOSH and no order is required.  Aimee advised that the cake stall flyer went home last week in take home bags asking for donations for the stall from parents.  Aimee to purchase drinks, Angus to organise float, Claire to bring labels to price donations.  David asked about donations from parents that do Kiss and Drop in the mornings – they can be dropped at front office with ingredient list attached.  Michelle asked after working at the Welcome BBQ earlier in the term should we purchase a P&amp;F Esky – All agreed.  Shelbe researched during the meeting – Decided to purchase 120L Esky Arctic Pro Cooler – 120L from Bunnings for \$249 – Peta to pick up.</li> </ul>



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	<ul style="list-style-type: none"><li>• <b>Disco – 18<sup>th</sup> May</b> Karen had advised that she had asked Natasha regarding who did the music for the CC's Disco last year she was not forthcoming with the information. Keren asked her friend however he is unavailable – Aimee to do some research and get back the Executive. Stephen raised with Aimee after the meeting about a Save the Date flyer to go home – Aimee to organise.</li></ul>
3	<p><b>Action Items from previous meeting</b></p> <ul style="list-style-type: none"><li>• <b>P&amp;F Survey – Overview of Results</b>, approx. 25% of enrolled student's parents made the time to complete the survey.</li></ul> <p>Q1. Most popular events from 2017 were:</p> <ul style="list-style-type: none"><li>○ MOT</li><li>○ Twilight Carols</li><li>○ Christmas Picnic</li><li>○ Date Night</li><li>○ Trivia Night</li></ul> <p>Q2 Which events would you like P&amp;F to run this year:</p> <ul style="list-style-type: none"><li>○ Disco</li><li>○ MOT</li><li>○ Christmas Picnic</li><li>○ Evening on the Green – food and Music on the Oval</li><li>○ Other ideas of – Craft beer night, Easter Egg Treasure Hunt, Bingo Night</li></ul> <p>Sharon suggested that we could look at doing a bowling night at AMF bowling as she had done something similar for a fundraiser at Norwood AMF</p> <p>Shelbe suggested barefoot bowling (lawn bowls)</p> <p>Q3 Do you think the Christmas Picnic and Twilight Carols events should be combined into one event – YES 80%</p> <p>Q4 Would you be interest in attending an Information Night to find out about sorting options through the School as well as in the local community? Yes 49.28 No 50.72</p> <p>Committee discussed an info night and believed it was not necessary and thought that Adele could do an information sheet of what was offered through the school – Shane advised that the school only offers Basketball.</p> <p>It was discussed perhaps Adele could collate information for local clubs or maybe local clubs could come and do a come and try – Shane advised Natasha has been organising these types of nights with CC's – Shane will follow up and get back to us at next meeting.</p> <p>Q5 We asked for Suggestions of what things the P&amp;F funds should go towards at our school?</p> <ul style="list-style-type: none"><li>○ Shelter for Kiss and Drop</li></ul>



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## Golden Grove Lutheran Primary School Parents & Friends Meeting Minutes

- Boom Gate at Exit of Carpark
- Nature Play Area
- Update of the Junior Primary Playground
- Toilets – dispense of air fresheners

There was a long discussion regarding the shelter at kiss and drop and is it needed as they use the worship centre when it is raining. David asked about the procedure for using kiss and drop in the mornings being new to the school – Shane advised his preferred procedure for dropping of children.

Jen brought to the committees' attention the suggestion of a Boom Gate at the Exit to stop people going the wrong way – Shane liked that idea and will get a price

There was a general discussion about parents not crossing with children at the designated crossing, Shane advised that the police have advised that the crossing outside our school is compliant and does not need lolly pops. Shane advised that he had spoken to the children regarding crossing the road and using the designated crossing. He said that there nothing more that the school can do parents need to take responsibility for their children crossing the road.

Claire suggested contacting the Police and asking them to be around at pick up times as this has been done at another local school – Shane to follow up

Q6 Would you like P&F to provide funding towards a nature Play area? 88.86% yes  
Shane was pleased with this result as it's the staff focus for the Children this year.

Q7, Q8, & Q9 – Details of these questions regarding skills and contacts, wanting to join P&F and helping out P&F at events have been passed on to Claire. Claire advised that she followed up and included the relevant people in P&F Committee emails re Agenda for current meeting.

- **2018 P&F Calendar**

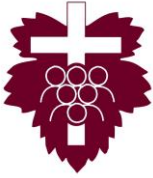
It was decided that due to the low response in the Survey that we would cancel the showdown event planned for the 4<sup>th</sup> of August and after some discussion and the fact that the windows of the school bus don't open that we will not do the Westfield Christmas Pageant again.

Aimee advised the committee that even though the Evening on the Green was a popular event suggestion, the time of year we would likely hold the event being around the 25<sup>th</sup> August this would not suit, as it is in winter – will review this idea when looking at next year's Calendar.

It was suggested that a Wine and Cheese night would be a good idea for winter. Originally it was decided that we could leave this to next meeting however Shane thought that the wine companies would like to know in advance. Aimee will ask Frank to ask his contacts regarding the prospect of this event and what is required. Sharon advised she would ask her relative in the wine industry.

Terms 1 and 2 P&F Events have now been finalised.

It was decided from the Survey results to combine the Twilight Carols and



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Christmas Picnic will be on 25<sup>th</sup> November. There was some concern on how the Church would feel about this as traditionally it had always been on the Sunday. Shane advised that he wasn't too concerned about the Church when changing the date as we will involve the Church in some way.

Shane advised that each class would do a carol and then ask Pastor Greg to talk about the Christmas Message, would start around 3pm and the Carols would start at 6.30pm children would not be wearing school uniform.

There was discussion on how well this would work and discussion on changing the day.

Georgia suggested that we do it on a Friday after school, Shane liked that idea as we could ask the Youth band to be involved and the church could organise the carol side of things. Shane indicated that Pastor Greg would love this idea. We could have the picnic with activities for the children between 4pm to 6pm and the Carols starting at 6.30pm. Everyone liked this idea. Shane to speak to Pastor Greg

Looking at the school Calendar and CC's it was decided that change the date of the Picnic and Carols to 30<sup>th</sup> November.

- **Feedback**

- **New Families BBQ – 16<sup>th</sup> Feb**

Feedback from the BBQ has been positive, Shane asked Sharon who as a student in foundation and new to the School her opinion.

Sharon said it was an enjoyable night didn't seem long enough as you didn't get to speak to all the parents.

Michelle asked that next time instructions are left for those preparing the food as they didn't know how to chop everything and hoped it was okay.

It was suggested that we purchase knives for the staff room as they didn't cut very well. All agreed.

- **MOT – 7<sup>th</sup> March**

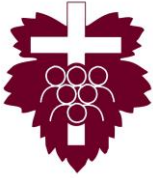
Everyone enjoyed the Hot Cross Buns.

Served to the Children on paper towel – need to purchase serviettes for next time. Aimee advised that we have some in the P&F cupboard.

Had 3 crates left over – children didn't get seconds when they asked for them. Left overs sold off for \$2 a packet and went very quickly – Shane to follow up what happened to these funds.

Discussion about MOT dragging into the school day it was decided that we would advertise it on our flyers 8 to 8.30am, children can have seconds from 8.20am leaving some for the children who use the Bus.

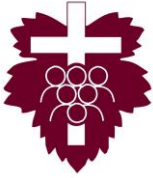
Aimee advised that Kylie had contacted Baker Boy's and Woolworths and was going to order from Woolworths as they were cheaper, however there was an issue with them being picked up on Tuesday. Frank contacted a friend at Brumby's, they matched the price of Woolworths and accepted cheques plus delivered the buns to school.



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	<ul style="list-style-type: none"> <li>○ <b>First Aid Program for Adults 17<sup>th</sup> March – Cancelled</b>  We only had 4 people registered so it was cancelled and those registered where put into other classes.  Jen did the course and said it was well run.  It was decided to try again later in the year.</li> <li>● <b>Teachers Rep and Teachers Wish List</b>  Shane presented the teachers Wish List (attached)  <b>Nature Play Area</b> Kate and Amber have been researching the Nature Play area and showed us the type of thing that they are looking to implement. – Cost \$10,000 approx. over 2 years.  Shane advised that they ask for donations from Parents – Claire advised that she has moss rocks in her back yard if needed. Shane advised Tim had some also.  The Nature Play area focus on the Junior Primary however it will be an area that all the Children can use.  Shane is getting a consultant to help with the design of the area.  <b>New Readers for the Junior primary</b> – looking at a good range of and depth of readers – Angus asked to look at dyslexic readers in a special font – Shane will talk to Tim – Cost \$1,500.  <b>Sensory Room Aids</b> – Plans to convert the current meeting room into a sensory room – Cost \$2,000.  <b>General Class Room Items</b> – Cost \$500  Jen asked about the Stephanie Alexander Program and if the school could do something like that – Shane advised that a garden like this needs constant attention and someone to look after it, the school would need a proper kitchen to prepare and cook meals. The current veggie garden needs a little TLC now that Graham Maddren has left the school. It was discussed that Kings have a parent look after the Garden. Shane said he would be happy for someone to run the program. A volunteer who has a green thumb. Shane is happy to talk to someone if they are wanting to do it.  Aimee asked the committee if they agreed to the Teachers Wish List – All agreed.  Angus advised Shane that this isn't a cut off if the Teachers want something during the year they just need to ask.</li> <li>● <b>Uniform Update</b>  Shane advised that School Council discuss this at their next meeting.  New and Old uniform can be worn for the next 3 Years.  There was discussion about the cut and look of the shirt now that Children are not wearing Ties – Shane will follow this up.</li> </ul>
5	<b>Principal's Report –</b> Shane wanted to advise a further three points as most items had been covered: 1. As a school we need to be accredited by the government which is due this



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	<p>year and needs to be done every 5 years</p> <p>2. All parents should have had an email inviting them to their child's journal on Seesaw how much information you are currently receiving will depend on your teacher's comfort level. Both parents can use the same link to set up their journals</p> <p>It was raised that we now have multiple journals for each child and subjects – Georgia will follow up</p> <p>3. QKR will be ready for Term 2 Graeme will finalise it after audit</p>
6	<b>Treasurer's Report</b> – Please see attached report
7	<b>School Council Update</b> – No update this meeting – Claire to invite Gen to our 7 <sup>th</sup> May meeting to update the committee.
8	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>• <b>GGOSH Gate Code - Michelle</b> – This code has been the same for some time should this be changed? Shane advised that it is a good point, but it is to keep the Children in not a security measure.</li> <li>• <b>Homework Policy – Michelle</b> – Understand that it is a No Homework policy, however there are things that we are advised is a focus for the week in the cluster newsletter asked to do with the children to aid them with their learning. However, when you ask your child they say they have no homework – Shane will speak to the teachers re the expectation of what the children need to do</li> <li>• <b>Teacher Communication with Parents - Claire</b> – Is there a better way to message parents regarding Awards as an email sent from the school was sent at 10.30 am and received after 5pm – Shane seemed to think that there was an issue with edumate and to let Tanya know if this keeps happening. Discussion re seesaw and could that be used, Shane advised that that is not the purpose of the platform.</li> <li>• <b>Business Directory – Angus</b> asked if this could be added to the Agenda for next meeting to see if it is to continue and in what capacity</li> </ul> <p><b>Meeting Closed at 8.40pm</b></p>
9	Next Meeting – <b>Monday 7<sup>th</sup> May 2018</b>

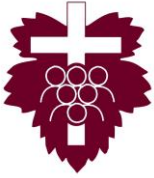


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### Action Items

No	Description	Responsible	Date
1	P&F Constitution	Shane	Ongoing
2	2/3 Lunch area – Cleaned	Shane	19 <sup>th</sup> March
3	Sports Day Roster – Contact helpers	Claire	ASAP
4	Sports Day – Aimee to purchase drinks	Claire	ASAP
5	Sports Day – Angus to Organise float	Angus	29 <sup>th</sup> March
6	Purchase of Esky	Shelbe/Peta	ASAP
7	Update of P&F Calendar and advise Tanya	Claire	ASAP
8	Prices for DJ for Disco and advise Executive	Aimee	ASAP
9	Disco – Flyer for save the date to be sent home	Aimee	ASAP
10	Contact police re drop off and pick up	Shane	7 <sup>th</sup> May
11	Price Boom gate for Car Park	Shane	7 <sup>th</sup> May
12	Wine and Cheese night find out procedure and how it works	Aimee/Sharon	7 <sup>th</sup> May
13	Ask Pastor Greg re Carols Event	Shane	7 <sup>th</sup> May
14	Purchase Knives for Staff room	Shane	7 <sup>th</sup> May
15	Business Directory	Angus	7 <sup>th</sup> May
17			
18			



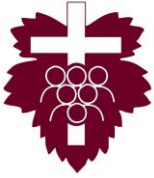
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# Golden Grove Lutheran Primary School Parents & Friends Meeting Minutes

## Meeting Attendees Email Addresses

No	Name	Email Address	Added
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<b>20</b>			
<b>21</b>			
<b>22</b>			