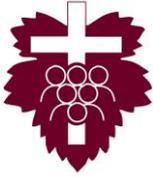


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John 15.5

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

Date	Monday 8 February 2021
Time	7:00pm
Location	Staff Admin Building
Attendees	Will Wallace, Michelle Parcell, Angus McKay, Kylie Chinca, Melissa Laycock, Alyssum Williams, Claire Rathjen, Peta Albrecht, Karen McKinnon, Shelbe McGregor, Esther Brodde, David Kittel, Brie Tanner, Cathy Wiering, Maree Kairl, Kerri Monteiro, Kylie Myllynen, Sarah Kumela.
Apologies	Daminee Hattam, Wendy Carmen, Tim Kriewaldt, Jo Rogers.
No	Agenda
1	<p>Opening</p> <ul style="list-style-type: none"> Welcome and introductions. Devotion and Prayer Will Wallace, from Isaiah 55
2	<p>Attendance, Apologies & Minutes from Previous Meeting</p> <p>Michelle asked if the minutes of the previous meeting as sent via email on 12th January 2021 are true and correct.</p> <p>Moved: Peta Albrecht</p> <p>Seconded: Karen McKinnon</p> <p>All agreed.</p>
3	<p>Upcoming Events</p> <ul style="list-style-type: none"> Foundation BBQ Friday 19th February <p>Discussion about safe service of food to adhere to COVID guidelines – staff/P&F volunteers will serve the food. Alyssum said she and Celeste happy to serve. Cathy, Peta, Michelle and Kylie Chinca all offered to assist on the evening also. Kylie Myllynen offered her husband Michael to cook the BBQ again – just needs one more helper. P&F will ask Tim if he is available to help Michael cook. Karen advised we would need people to help prepare from 2pm onwards. General agreement that premade salads with one person serving would be a good option to remain COVID safe.</p> <p>P&F to purchase paper plates and serviettes for the BBQ. Leftover serviettes can be used at MOT.</p> <p>Discussion about current condition of BBQ on staff deck – P&F have inspected and not in a great state, issues with gas bottle. Quotes Tim gathered from Bunnings and BBQ's Galore handed to P&F to decide on a purchase. Authorised up to \$600 to be spent. Kylie Chinca recommended that a heavy-duty canvas cover might be a good investment also, general agreement around the group.</p>



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Kerri mentioned that Bunnings at Modbury have a Community Organiser and that they sometimes are able to offer discounts to schools. Michelle to follow up.

In addition to funding a new BBQ and cover, P&F discussed purchasing more BBQ tools, tongs, cleaning utensils, and gas bottles (in date – from 'swap and go').

Decision made to hold the BBQ in the courtyard rather than on the staff deck – to allow for social distancing measures. BBQ trailer will be used for this event.

- **MOT Wednesday 3rd March**

It was decided that our next MOT we will serve Hot Cross Buns. Kylie Chinca purchased them last year from Fabulous Baker Boys – feedback was good. Purchase the same mix and amount (fruit and fruitless, 75%/25%) – plus a bag of a dozen gluten free. Kylie happy to organise this again.

If there are leftovers, Elaine has sold them previously with no issues. P&F to provide the butter – two tubs per table. We will need helpers on a Tuesday to prepare everything, P&F to put a shout out to the wider school community.

- **Welcome Picnic Friday 26th March**

The purpose of this event is to welcome Will and our new families to the school – this is open to the whole school community and P&F agreed that the intention is for it run similarly to our end of year celebrations which were cancelled due to COVID.

Discussion around start/finish times – it was agreed that it is hard to cater to every situation in our school community and what times would suit best. The decision was made to run this event from 4pm – 7pm.

The event will be held on the oval, families can either bring their own food or the option for food and drinks to be purchased will be available. Shelbe to organise contacts for BBQ, and Mel to speak to Bec McNeill about selling her Paella. P&F will also look at rebooking inflatables, coffee van, rock climbing, etc. that were originally booked for the December celebrations.

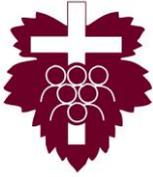
Will recommended that we maintain flexibility due to COVID and have a Plan B.

- **Sports Day 2021**

Not on the original agenda items, however there was questioning around timing for Sports Day this year given previous discussions at P&F meetings. Will advised that we will, in fact, be having two Sports Days this year, although very different in nature and purpose. Term 1 Sports Day – ties in with SAPSASA athletics, and the traditional class curriculum and program of teaching Adele has set. It will be held on the last Wednesday before end of term – 7th April 2021 – with a morning schedule as in previous years.

Another sports day is planned for Term 3 (likely called something entirely different) - with focus on fun and social aspect – more accessible for Foundation kids who at that stage have been in the school environment for a bit longer, also capturing mid-year Foundation starters to develop gross motor skills.

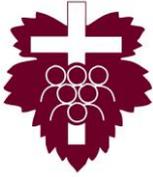
Taking into consideration COVID once more, it was agreed we would still look to book a coffee van and run a drinks stall for Term 1 Sports Day.



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	<p>P&F will approach Vicki from GGOSH about running the BBQ, if they are unable to do it, Shelbe will approach her parents to run it. The traditional cake stall that P&F usually run we will look at moving to the Term 3 event.</p> <p>P&F will also approach 'Sports Day Essentials' and promote them to the wider school community in the lead up.</p> <p>For all upcoming events, Will and Michelle to discuss organising preregistration process and QR codes.</p>
4	<p>Action items from previous meeting</p> <ul style="list-style-type: none">• Events feedback The PIN was well received, P&F commended our new principal on his address to the school. Will suggested next time a livestream for families who are unable to make it on the night. Tea and Tissues – Will thanked Michelle and Kylie for attending and supporting new families to the school at this event.• 2021 P&F Calendar Discussion around events for this year in addition to regular events. Michelle proposed a separate meeting purely for events discussion – to be opened up to the wider school community for input/ideas. We would look at holding this meeting before the next P&F meeting in March (date to be confirmed). For those who are unable to make this meeting – feedback able to be received online. One idea floated was a social 'male only' event for caregivers/special male role models in student's lives. 'Date night' will be discussed either at the proposed events meeting or included on the next P&F meeting agenda. Michelle to check with Joel for youth event dates and also with Vicki for possible dates Term 2 and Term 4. Identified that Queens Birthday was listed incorrectly on the P&F calendar (clashing with the proposed meeting in June). Mel to amend and exec to discuss alternate meeting date.• Mural Update Will identified that we want to incorporate our school values and celebrate the diversity that is present in our community. Teachers feel that the current proposed mural does not reflect the initial brainstorming our children had done. Common response that it is a bit 'cartoony' and the colours are too strong/bright. Will to speak with Sam and update P&F about next steps.• Business Directory Michelle will catch up with Will to speak about the business directory separately, update at next P&F meeting.• Replacement of BBQ and furniture – staff deck Discussions already held regarding BBQ purchases; P&F will look at furniture needs at next meeting.



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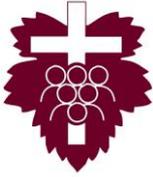
	<ul style="list-style-type: none">• 2021 Teacher's Wishlist<p>Alyssum provided an update on the \$5000 received from P&F for teacher purchases – report attached. Total amount spent so far: \$3621.16.</p><p>Year 5/6 teachers would also like to purchase a printer to be used in their workspace, \$500 max. P&F happy to fund this purchase.</p><p>For Year 4's getting their 'pen licence' – teachers thought it would be nice to gift them a GGLPS pen. Would need to purchase for approx. 40 students. Shelbe and Michelle to investigate costs and provide quotes for next meeting. Would need these for later this term at the earliest.</p><p>Grace from canteen would like new food tubs (current ones are not in good condition). No objections from P&F, Alyssum will get some quotes for durable, Australian made storage tubs.</p><p>Discussion around a paper towel bin – will return to this item next meeting.</p>• 2021 P&F Projects<p>Agree to postpone this discussion to next P&F meeting.</p>
5	Principal's Report <p>Will thanked P&F for our continued support.</p> <p>Upcoming events including iPad info sessions running on Tuesday 9th February in the evening, Wednesday 10th February after school, and Thursday morning 11th February. GGLC will be running Junior Youth Friday 12th February. The GGLC fishing club have just released their program of events also. On Wednesday, 24th February a twilight school tour will be held to make it accessible for working families to attend, and those families interested in mid-year Foundation intake. On Wednesday, 10th March GGLPS will host a preschool director's breakfast before school to connect with local kindergartens. A Principal's tour will be held the same day.</p> <p>Parent/Teacher interviews will be held on 16th and 17th March.</p> <p>A big welcome to our newest teaching staff member – Brodie Trezona.</p> <p>Currently our Business Manager, Karen Howell, is working from home due to a broken ankle. Thoughts and prayers are with her for a quick recovery.</p> <p>Luke Napier will be back at school on Tuesday 9th February after recovering at home with metal plate removal issues. A big thankyou to Craig L for coming in to set up the class for the new year, a handover will occur over the next few days with Craig and Luke working together.</p> <p>Successful PYP evaluation: 14 commendations from external evaluators.</p> <p>Recommendations made and an action plan in place for the next 5 years to implement.</p> <p>More hours for our chaplain Jason this year to support school wellbeing.</p> <p>Grants application for master planning grant over the next few days. Looking at plans for a hall, roof over the courts, Year 1/2 classroom changes. Architects will discuss different options. Applying for funding through the Block Grant Authority.</p> <p>Plan on upgrading IT on 23rd February for NBN. Grant received for wireless hubs. Audit of cabling to ensure all up to date.</p>



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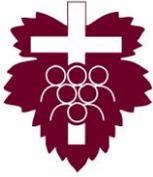
	<p>Continuing to work on school plan for 2021.</p> <p>New initiative for this year – Children’ University. Open to years 5/6 to begin with, opening up to younger students afterwards.</p>
6	<p>Treasurer’s Report</p> <p>See attached report.</p>
7	<p>General Business</p> <ul style="list-style-type: none">• Communication (Michelle) Concern about the inconsistency around communication – different channels, different times, information not always getting through. Will to follow this up.• Uniform (Michelle) Now that transition period is officially over, it would be great if teachers could enforce the correct uniform to children in line with the school policy, again to promote consistency across the school. Will to address this with staff.• Updates (Michelle) After contributing considerable finances towards both the wellbeing room and the nature play area, P&F felt it would be valuable to gain an update on how these areas are being utilised, especially maintenance planned for the nature play area given current condition. Will to provide update at next P&F meeting.• GGLC fete (Michelle) Received a letter from church council about the church fete in October and proposed involvement of P&F. General feeling was that it was a good connection between the church and the school. Agenda item for next meeting.• Water fountain (Karen) Reports from students that the fountain near the year 5/6 classes is not cold, in fact coming out hot. Filter also may need replacing as water has been tasting like chlorine. Kuno to follow up.• Community bread (Karen) Karen asked if anyone else was able to collect the bread from Pooraka on a Thursday evening at 5:45pm and drop to the office on a Friday morning. David offered to do this.• Seating for sports practices (Karen) Many parents stay to watch their children participate in sports practice after school, and at present there is nowhere for them to sit. It would be appreciated if we could look into some bench seating by the courts. Will to follow this up.• First Aid courses for parents (Sarah) It was asked if we would run first aid courses for parents in the near future. Michelle advised last time we only had 3 people register and had to cancel. Angus proposed the registration process was difficult. Suggested that we might get more interest this time around and it might be worth putting it out there again.



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	<ul style="list-style-type: none">• Kiss and Drop (David) Ongoing concerns with the walkway near kiss and drop, cars mounting the curb, safety hazard. David proposed someone to come and assess the area, perhaps the concrete needs extending, a bollard in place, etc. Will to investigate and update at next meeting. Recommended that communication to new families on how to utilise the carpark, kiss and drop, etc. would be beneficial.
8	Next Meeting – Monday 15th March, 2021

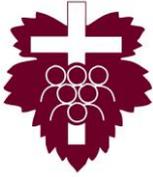


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Action Items

No	Description	Responsible	Date
1	Ask Tim if he is available to help Michael cook at Foundation BBQ	Mel	ASAP
2	Ask for helpers to prep food for Foundation BBQ	Michelle	ASAP
3	Approach Bunnings Modbury for discount on BBQ	Michelle	ASAP
4	Purchase Hot Cross Buns for MOT	Kylie	24/02/21
5	Ask for volunteers to help prepare Hot Cross Buns on Tuesday before MOT	Michelle	24/02/21
6	Organise BBQ for Welcome Picnic	Shelbe	ASAP
7	Contact Bec about cooking Paella for Welcome Picnic	Mel	ASAP
8	Rebook inflatables, coffee van, rock climbing, etc. originally booked for December celebrations	Michelle/Shelbe	ASAP
9	Organise QR Code for April Sports Day	Will/Michelle	31/3/21
10	Approach Vicki (GGOSH) about cooking BBQ for Sports Day	Michelle	ASAP
11	Approach Sports Day Essentials about promotion	Mel/Claire	ASAP
12	Book an 'Events' meeting date and promote to school community	Michelle	ASAP
13	Rebook June meeting so it doesn't clash with public holiday.	Mel	ASAP
14	Speak with Sam and update P&F on Mural next steps	Will	15/3/21
15	Obtain quotes for branded pens (Year 4's)	Michelle/Shelbe	ASAP
16	Obtain quotes/purchase durable, Australian-made storage tubs for canteen	Alyssum	ASAP
17	Follow up communication inconsistencies and report back to P&F	Will	15/3/21
18	Follow up enforcing uniform policy and report back to P&F	Will	15/3/21
19	Updates on nature play area and wellbeing room	Will	15/3/21
20	Investigate water fountain temperature and filter	Kuno	ASAP
21	Look into bench seating for parents watching sports practice after school	Will	ASAP



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No	Description	Responsible	Date
22	Look at booking another First Aid course for parents/school community	Michelle	15/3/21
23	Organise independent assessment of kiss and drop area to ensure adherence to health and safety standards	Will	ASAP
24	Communication to new families on how to utilise carpark and kiss and drop	Will	ASAP
25	Amend P&F calendar with new dates for Sports Day and June P&F meeting	Mel	ASAP