

**MINUTES OF P&FA MEETING**

<b>Date:</b>	18 <sup>TH</sup> February 2019
<b>Location:</b>	The lighthouse, Beveridge road
<b>Present:</b>	Kimberley Knijff, Jodi Guy, Prue Gardiner, Leanne Wheeler, Jodi Blackwell, Ange Mack, Paul Golle, Kerry Richards, Alex Duff-Hooper, Courtney Miles, Courtney Webber, Teagan Ramage, Glenn Gray, Justin Ball, Michael DelManso, Sandra Jacob, Trevor Bing, Shane Altmann, Jess Teunis, Theresa Lavery, Natasha Pelling, Natalie Morrisby, Louise Boyce, Joshua Kaiser, Brenton Altmann.
<b>Apologies:</b>	Lance Hewlett, Sheena Hewlett, Katie Goodwin and Kaylee Culley
<b>Devotion:</b>	Leanne Wheeler
<b>Confirmation minutes accepted as read:</b>	Kerry accepted the minutes as true and correct, seconded by Theresa
<b>Correspondence:</b>	None
<b>Presidents Report:</b>	<p>Faith Lutheran College Redlands Parents &amp; Friends Association</p> <p>President’s Report for 18<sup>th</sup> February 2019</p> <p>Welcome everyone to our first meeting of 2019, with a particular welcome to our Principal - Shane Altmann, our new Head of Junior School – Jodi Blackwell, our new College Council Liaison Officer - Sandra Jacob, Pastor Altmann and to new parents.</p> <p>I would like to take this opportunity to thank you all for your faith in me and I feel privileged to be leading this amazing group of passionate parents.</p> <p>Thank you very much to Kerry for the brilliant job she has done of leading the P&amp;F and getting us to a happy place where we work cohesively as a team. I hope I can</p> <p>The year so far:</p> <ul style="list-style-type: none"> <li>• Successful Tea &amp; Tissues in the first week to welcome Prep parents. Feedback has been really positive and I would suggest that we put this on the calendar each year. Thank you to the P&amp;F members who helped to put it together, particularly Teagan, Prue and Courtney.</li> <li>• Parent Information Night – I did a quick speech about the P&amp;F and encouraged parents to step up into the Class Parent role. So far, we have Class Parents for most classes and Leanne Irvine has collated a list so we can use these as contact points for Funfest</li> <li>• I have met with the Principal and our new Head of Junior School, Jodi Blackwell to get an understanding of their picture of the P&amp;F and how we can work together. I also received some valuable feedback from the College Council in relation to Funfest, which I will touch on later. The message I have walked away with is – get CONNECTED. As a P&amp;F we need to continue our work in the school and continue to encourage the community spirit.</li> </ul>

	<ul style="list-style-type: none"> <li>• Taking on feedback from both College Council and the Executive, they would like us to consider putting more transparency and controls in place around how we do things. This improves our traceability and prepares us for any audit type processes to occur as well as putting good documentation in place. We will look into getting our agendas and minutes out earlier and published on our website or via the App.</li> <li>• I am currently having weekly meetings with Leanne Wheeler as we get Funfest off the ground and as we both learn our new roles. Thank you Leanne for making this time, as I feel we are making good progress.</li> </ul> <p>Upcoming Events:</p> <ul style="list-style-type: none"> <li>• End of Summer BBQ – College executive have provided a date of 22<sup>nd</sup> March so we will need to get a sub-committee together to progress that event</li> <li>• Book Fair 4 – 8 March – Thank you Nat for organising dates for this. We will be looking for volunteers as always</li> <li>• P&amp;F email address – I have discussed with Leanne Irvine and she has requested that Santhosh create an email address that we may publish on the website and on any documentation we send out on behalf of the P&amp;F.</li> <li>• Funfest! A lot of work has been done already towards Funfest, and we are putting a sub-committee together at the moment and I have received nominations for most of the areas of responsibility. We will explore this more in the Funfest Committee meetings.</li> </ul>
<b>Treasurer Report:</b>	<p>Leanne reported that the end of 2018 \$90,000 came in from fees. We have a \$46,000 profit for the year and cash in the bank is \$65,000.  No lucky charm money has come in as yet.  Ange said she has spoken to Jeff regarding this.</p>
<b>Principals Report:</b>	<p>1. Staffing</p> <p>We have added an extra teacher due to the increase in size of our Year 3 cohort. The budgeted amount was much lower in December, down to late 50's, about 56 or 57. Over the break more enrolments came in and we decided to go to a 3rd class. We had planned to put in a full time TA and see how many came back but the numbers kept coming. We brought Jodee Armstrong on a contract to take the 3rd Year 3 class.</p> <p>Kathryn Feeny has been put on a contract to teach a 3rd Prep class due to an increase in numbers there above 50.</p> <p>Monica Altmann has picked up a contract in the Library</p> <p>Jodi Blackwell has started as our new Head of Junior School. Welcome Jodi.</p> <p>Alisha Thompson has resigned and will be finishing up in 3 weeks, we have advertised for her re-</p>

placement.

2. Community Staff enjoyed a day of connecting with our local community by visiting various businesses and work places around the Redlands. We gifted a (cheap) bottle of wine with our label on it and took selfies for our Facebook page as well. This connection was well-met and the feedback has been very positive. Staff were a bit daunted at first but quickly got into the spirit of the day and had fun with it.

Staff also enjoyed an afternoon of Barefoot Bowls at Cleveland Bowls Club. It was a good time to re-connect after the break and welcome in new staff including our HOJS.

Drinks and Nibbles by the Bay were held during our staff week as well on the Raby Bay Foreshore with our team. All in all we have been very deliberate about making connections with our community and staff over the past few weeks.

Information Nights have been held on each campus for families already this term as well.

3. Facilities New Fences at the entrance to the Secondary Campus Updates to the Lighthouse JS Equipment installed. Secondary Equipment Marked Out, awaiting bobcat to dig holes. Looking to assess desire of P&F to liaise on construction Bev Roads Courts repainting New backboards on Link Road and Bev Road ordered Storage an issue in JS, exploring P&F shed on Link Road plus tidy up of container area.

#### 4. Learning Junior School

This year has seen a change in our Junior School teacher release lessons. Japanese is now going all the way down to Year 2.

Specialist Music is going down to Year 4. A Music Immersion Program is being implemented in Year 4 with all students learning an instrument for a semester as part of the class program. Students from Prep to 3 have a library lesson. Sport is still Prep to 6. Prep to Year 2 will do a Tech/Maker Space Lesson each week. Science is now being taught by class teachers with the JS Lab still in use. P-3 teachers will now teach music as part of the curriculum. We have procured extra resources and support to assist. Learning Support has changed in the JS. The shift is to 'in class' implementation on most occasions with the LS team working with class teachers to identify and program for support as needed. TA and teaching time will be much more in the classrooms. Withdrawal will be limited.

Secondary School Janene Rosser from ISQ lead Professional Development for our team on Making Judgements against the standards in the curriculum in our PD week. JS staff were there too. Mick Walsh from Learning Curve led PD with our team as well. He worked our team through the importance of making connections with students. Part of our 'Connected' theme for this year. PCG Planning. Following our PD sessions our Secondary Team have been re-working their PCG time. We have changed when this occurs on the Timetable until after recess and staff have been more deliberate about PCG planning, particularly using the Learning Curve Program. We are also implementing a program named UBUNTU which is a sort of Rite of Passage program for use with our Year 9 kids leading into the Binga Experience. Lighthouse changes. This facility has continued to be developed. The new teacher is already unearthing some better ways to operate the joint which includes liaising with teaching staff more fully around resourcing learning. A Quiet work area has

	<p>been implemented in there now as well. Changes to Elective Offerings. New structures around secondary electives are kicking in this semester with many new subject offerings. Start of new ATAR system. Our first kids roll into this new system starting this term. All seems to be ticking along. Senior staff are delivering both ATAR and old OP courses this year so they are a bit stressed.</p> <p>Looking to have a working bee over one weekend to put together the fitness equipment. Would ideally like around 20 people with building knowledge to help. We will work together as P&amp;F to get some volunteers.</p> <p>Secondary basketball courts are currently being painted. The backboard heights were incorrect so they are being replaced too.</p>
<p><b>Upcoming:</b></p>	<p>P&amp;FA project for this year will be discussed and college council will make the final decision. This year will have a major project at the junior school as senior had last year.</p> <p>Shane suggested the P&amp;FA maybe spend some money to make their own space, possibly a shed and make it look nice on the outside and get rid of the shipping containers near the oval. Might cost around \$30,000.</p> <p>Web page – Ask Susanne to publish the minutes on the website.</p> <p>Book fair 4-8<sup>th</sup> March</p> <p>End of summer BBQ 22<sup>nd</sup> March. Fun evening to build relationships. Will have bbq available for no cost and sell soft drinks.</p> <p>Bouncy castle also. 2 hour event, no alcohol. Stuart Needham will be the liaison at school. Leanne will ask the navy cadets if they are interested in cooking.</p> <p>Alex will ask Susanne to put it in the newsletter.</p> <p>Funfest update –</p> <p>Will look at running 1 stage this year as to not put pressure on the parents running from one stage to another and also Jacinta as the musical is in June.</p> <p>Back to basics this year.</p> <p>Ange and Dee have sent out some donation requests.</p> <p>Tony Longmire for the high school as agreed to –</p> <p>Hot chips and dagwood dogs</p> <p>Face painting</p> <p>Sideshow alley</p> <p>Soft drinks stall.</p> <p>Funfest committee will get the dates out soon. Jess is doing the communication.</p> <p>Teagan will help with the competitions – pets, lego, colouring in with a gold coin donation to enter. The fireworks are booked.</p>
<p><b>General Business:</b></p>	<p>Is it possible to have a central email address so that all emails coming from the office aren't from each individual as it gets confusing as to who sent what?</p> <p><b>Stuart and Shane</b> discussed that the email path has already been reduced but agree that they will have a discussion at the executive level to see if they can streamline it further.</p>

	<p>The official communication modes are the Faith app, Facebook page and email.</p> <p>Paul asked if he could be sent the years worth of events from the college? Yes this will be sent from <b>Susanne Manthey</b> to Paul.</p> <p>Kimberley asked about year 6 senior shirts being ordered earlier as last year they only had them for 4 weeks. It was also suggested not putting the kids names on the shirts as its hard to read and in case anyone leaves or joins before the end of the year.  <b>Jodi Blackwell will take this suggestion back to the team.</b>  The year 12 seniors already have their shirts and they were presented at assembly, this may be a good idea for junior..</p> <p>Canteen – There are no sandwiches available on the junior school menu. <b>Leanne is going to look at it as there should be.</b> If any trouble, parents can phone to order.</p> <p>P&amp;FA space on the school network where we can load all our info on and have access to. <b>Leanne is setting this up.</b></p> <p>P&amp;F shirts and name tags – Without these we aren’t identified to the community. Prue has the designed shirts which have been approved by the college council and can be made by a local Brisbane company. Shane asked who gets to wear the shirt as every parent is p&amp;fa. The shirts would need to be purchased. There is also the option of a name tag.</p> <p>Teagan asked about school banking? We have LLL banking but it’s not promoted at Junior school and not many people know about it, there used to be many years ago, little info bags handed out. <b>Leanne is going to look into this.</b></p> <p>Teagan asked about having the cobwebs in the SPAH cleaned as they have been there for a long time. <b>Leanne</b></p> <p>Courtney Webber asked if there could be some shade or shelter where the parents wait at prep G? <b>Leanne</b></p> <p>Stuart announced we have a sports co-ordinator starting in 2 weeks. Her name is Amy Jackson and she is a professional football player.</p> <p>Paul asked about the senior uniform, if it’s too hot can they just wear their sports unifirm in extreme heat? This will be taken to <b>the college council.</b> At this stage they can change into sports uniform for lunchtimes is ok.</p> <p>Pastor Brenton asked if the P&amp;FA would like to send something to Eloise as she is being installed at Trinity college this weekend? Yes and Alex will organise.</p>
<b>Closing Prayer:</b>	Pastor Brenton
<b>Meeting Close:</b>	8:30pm – Next meeting 18 <sup>th</sup> March Link road campus





