## MOUNT OMMANEY SPECIAL SCHOOL
### PARENTS AND CITIZENS' ASSOCIATION

### 3 August 2016

<table>
<thead>
<tr>
<th>MEETING OPENED:</th>
<th>12.30pm</th>
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<tbody>
<tr>
<td><strong>ATTENDANCE:</strong></td>
<td>Tennille Graham, Liza Raggatt, Dani Pack, Chrissy Hamilton, Mike Curtis, Sarah Hansen, Susan Christensen, Sandra Schuptar, Brenda Tyrell, Rowena Peckover, Brien Peckover, Melissa Farrell, Michelle Potter, Kerrie Reid, Hannah Tucker, Jen McDonald</td>
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<td><strong>APOLOGIES:</strong></td>
<td>Sondra Vandeleur, Hedy Voges-Haug, Chris Spann.</td>
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<td><strong>CONFIRMATION OF PREVIOUS MINUTES:</strong></td>
<td>Proposed: Liza Raggatt Seconded: Jen McDonald</td>
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<td><strong>BUSINESS ARISING:</strong></td>
<td>Issues to be dealt with under appropriate reports below, or General Business.</td>
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| **CORRESPONDANCE IN:** | ▪ Annual GST return  
▪ DET request for updated financial details (OneSchool)  
▪ Info re Didjeribone Show (Music Celebration, Term 4) – for school’s consideration.  
▪ Various fundraising brochures  
▪ P&CQld emails  
▪ RACQ monthly magazine & Parent Talk. |
| **CORRESPONDANCE OUT:** | ▪ Reply to letters of support from Tarnya Smith MP, Christian Rowan MP and Ian Rickuss MP providing an update on fencing. |
| **GUEST SPEAKER** | Hannah Tucker (Early Years Sector Leader) |
| **GUEST SPEAKER** | Mike Curtis (DP): Move to Personalised Learning |

It was great to hear from Hannah about her background, passions, goals & challenges, as well as the factors that differentiate the Early Years sector (currently with 6 classes) from the Middle Years and beyond.

Major projects within EY include transition (preparing for new entrants next year as well as transitioning some of the current cohort to Middle Years), ICPs and learning goals, and moderation.

The priorities for students entering EY are making a successful transition to school (key factor here is working out appropriate class groups, which can be challenging when teachers don’t know the students before they arrive), getting ready to learn, and finding a communication system that works for each individual student.

Special moments include forming relationships with new families, watching friendships develop between students, seeing children trying different foods, and developing greeting/play skill-sets.

The P&C reiterated its offer to assist in acquiring or fundraising for specific educational toys for the Early Years (as had happened earlier this year).

Earlier in the year the P&C had been concerned to learn of new ICP requirements which we believed would effectively bring about a communication gap between parents and the school that would make it difficult for us to fully engage with the students’ education and their teacher.
Mike advised that the school has been reflecting heavily on ways to record the individualised goals of our students (eg communication, social/emotional wellbeing, health and personal care) and sequentially document progress to report intermittently to parents. As seen in the recent report cards, some of these focus areas have been developed and reported through the HPE achievement standards as it presented as the best fit at the time. We have now moved beyond this to a best practice model that uses a newly developed tool on ‘OneSchool’ to record ‘Personalised Learning’ for our students. Exciting news as this tool appears to suit our school context very well.

As of the upcoming ICP cycle, the following sequence will occur to develop, record and report on progress in the Personalised Learning goals:

1. Parents and teachers meet for a Personalised Learning/ICP meeting at the beginning of term 1 and 3

2. The conversations will focus firstly on the Personalised Learning goals to enhance student participation and wellbeing, then intended learning outcomes through the ICP in English, Maths and HPE (alternating with Science).

3. Once the plans have been completed a Student Plan will be generated that includes Personalised Learning with progress notes twice a term on the intended learning outcomes for the term and the ICP. These will be sent home with the parent ICP endorsement letter

4. The same Student Plan will be sent home with the report card at the end of term 1 and 4 but won’t include the ICP.

The P&C was pleased to hear that parents can still highlight up to four Personal Learning goals for their child in consultation with their teacher, which will assist them in accessing and engaging with the curriculum.

Overall the P&C welcomed the work put in by Mike and the school leadership team resulting in a move to personalised learning that will provide more feedback to parents while still meeting EQ reporting requirements.

<table>
<thead>
<tr>
<th>TREASURER’S REPORT:</th>
<th>Opening Balance as at 1 June 2016</th>
<th>$ 18,505</th>
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<tbody>
<tr>
<td></td>
<td>Plus Receipts:</td>
<td>$ 3143</td>
</tr>
<tr>
<td></td>
<td>Less Payments:</td>
<td>$ 2374</td>
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<td></td>
<td>Closing Balance as at 30 June 2016</td>
<td>$19,274</td>
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Plus P&C funds held in school DGR account | $14,940 (TBC) |
TOTAL:                           | $34,214 (TBC) |

Moved:     Dani Pack     Seconded:   Liza Raggatt
# MOUNT OMMANEY SPECIAL SCHOOL
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<table>
<thead>
<tr>
<th>Proposal</th>
<th>Moved</th>
<th>Seconded</th>
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<tbody>
<tr>
<td>1) Proposal to move P&amp;C account from CBA to Bendigo Bank</td>
<td>Liza Raggatt</td>
<td>Kerrie Reid</td>
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<tr>
<td>2) School banking: P&amp;C keen in principle, comparison between CBA and Bendigo student banking scheme to be circulated and final decision taken at next meeting. Thanks to Christine Northfield for work on this issue.</td>
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## PARENT & COMMUNITY ENGAGEMENT REPORT (see also written report):

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<th>1)</th>
<th>Fundraising requests</th>
<th>(Liza chaired meeting for this item)</th>
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<tr>
<td>Proposal:</td>
<td>Adopt revised Standard Operating Procedure (SOP) for all fundraising requests to the P&amp;C.</td>
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<td>Moved:</td>
<td>Tennille Graham</td>
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### Fundraising results
The P&C welcomed the successful results from following activities:
- Baby & Kids Market 11 June made $3820 (special thanks to Kerrie).
- Estée Lauder fundraiser 9-23 July made $770 (huge thanks to Michelle).
- Installation of ECDP Cubby House in July ($4600)
- New bike(s) purchased for Juniors with $500 raised from Cr Matthew Bourke & Chris Cox “Ride to Work” venture.
- Specialised communication equipment as identified by therapists purchased for school ($3000).
- Grant of $5500 secured for the school by Greater Springfield Rotary Club to purchase an Ultimate Steplite (interactive lighting) for Sensory Room.
- Donation of $300 from Centenary Rotary Club following sausage sizzle at B&K Market to purchase Dark Den for Sensory Room.
- ‘Thank You’ vouchers provided for wonderful cleaning & grounds staff at end of Term 2.

### Fundraising Plan Review
Fundraising Plan Review tabled with a view to adoption at next P&C meeting in September.

### Sensory Room Upgrade
Proposal: Endorse Sensory Room Upgrade proposal including fundraising targets up to a value of $15,000.
Moved: | Jen McDonald | Seconded: | Liza Raggatt |

### Crowdfunding project
Proposal: Use Bendigo Bank Crowdfunding platform to raise funds for key equipment for Sensory Room: an Activity Wall (9 panel base model from TecSol) at $1240.
Moved: | Jen McDonald | Seconded: | Michelle Potter |

### Avegates Funding
P&C welcomed advice that this funding ($2000) will be put towards a night at SeaWorld Resort on 27 October for five graduating students. No extra contributions from parents are needed, no seed-funding for future such events.
PRINCIPAL'S REPORT (see also written report):

1) **Staffing**
A new Master Teacher ex-Calamvale Special School has also been appointed, start date TBC.

2) **School Strategic Infrastructure Plan: updates**
   - Items 1&2: Fencing – great news that fully funded. Approval just received for reallocation of Community Gaming Grant ($31,000) for extra fencing and security access.
     - **Action:** Principal will send a letter home to families about proposed new security access (swipe card) system.
   - Item 7: establishment of Steering Committee to look at bus set-down/pick-up area – EOI's from parents have been sought.

3) **Follow-up to Jane Farrall’s visit**
P&C welcomed the quick follow-up including option to purchase PODD books (20 orders so far) and training for parents starting on Monday 8 August.

4) **Budget**
Many thanks to Sarah for arranging for Wilkins rep to conduct an audit of existing equipment in Sensory Room to establish required repairs or what is now redundant/irreplaceable. Further consideration to be given to budget for repairs once figures are available.

ECDP REPORT (see also written report):

Cubby House: everyone thrilled with the new Cubby and looking forward to the official opening. Good outcome.

Student numbers: Friday 5 August is a corporate download which is critical for all ECDPs as it provides the staffing allocation for the following school year. Numbers for 2017 are currently sitting at 78 with up to 11 students still to come. (In August 2016, the figure was 83.)

Chaplain’s REPORT:
See written report. No discussion.

GENERAL BUSINESS:

1) **Establishment of Parent & Community Hub**
Many thanks to Kerrie for progressing this space.

2) **Outreach: “The Art of Inclusion”, PiggyBack Café, 14 September**
While date, venue, format and menu had been arranged, it was decided to postpone this event until we are in a better position to fully capitalize on what we are trying to achieve (ie to raise the profile of MOSS within the community, engage with corporate partners etc), including having a strategy for staying in touch with people after the event.

P&C Exec (Liza/Tennille) will liaise with school (Susan) to find a new date in 2017. Brenda Tyrrell kindly offered to assist.

3) **Drivers for school buses**
We asked whether the school had enough drivers for school buses, as we had heard that some proposed class excursions (e.g. to Mt Ommaney library) had
been turned down on the basis that no transport was available. Susan said the school is working on this.

4) Working bee: painting D2
As advertised in MyTime Term 3 flyer, this will take place on Saturday 17 September. Sarah Hansen will be key school contact. Necessary preparation (incl plastering, purchase of paint) to take place before end of term.

5) Before & After School Care (held over until next meeting)

6) Uniforms
- New t-shirts (bottle-green, alternative to polos, same price $23) ordered.
- Clearance of old stock continuing.
- Storage & second-hand cupboard = work in progress.
- Bibs: dropped, too expensive with emblem.
- Note about Swimmers to be cleared via school and included on revamped Uniform list

7) Call for safe school environment
A high level of concern was voiced by a parent that there is insufficient control to keep the environment safe for our children. Three serious incidents were referenced (all occurring at school this year), all due to varying degrees of insufficient control in the school environment.

There was recognition that our teachers and teacher aides have a very full workload. All pupils have their challenges and at times some can be more immediate than others. However, it is at these times, when our teachers are struggling to keep control in the environment, that we are seeing the incidents occur.

It was understood that the staff to child ratio is stipulated by Education Qld, but has the school challenged this, especially in view of these recent incidents? Could the school please advise what other course of action can be taken to increase the number of staff available to supervise our children? Do we need to lobby Senior Management at Education QLD? Director General? Our local MPs?

The Principal advised that a request for extra support had been made and agreed to by EQ (7.5 hours per week) but any further request was likely to be unsuccessful and it was thus up to the school to manage its resourcing appropriately.

After further discussion, it was agreed that as a first step the parent would meet separately with the Principal to seek further clarity on steps taken to ensure the safety of our children at school. If there are still concerns, the P&C will be informed and will certainly assist with this very important issue.
8) **Estée Lauder fundraiser**  
Michelle Potter acknowledged thanks from the school community for her work on this fundraiser, but underlined that further support from the school would be required for future such events. It was such easy money for the school, shame we could not do better. (Next time will also try to avoid school holidays.)

9) **ShowCase Awards: Excellence in Inclusive Education**  
P&C offered many congrats to the school for making it to the State Finals again for its work on Intensive Interaction.

### NEXT MEETING:  
The next P&C meeting will be at 6.30pm on Wednesday 7 September.

The President thanked school staff for making the time to attend our meeting while busy in the lead up to the Full School Review 4-8 August, and also to all other attendees for their contributions. Given great turn-out for this lunchtime meeting, consideration to be given to alternating evening and lunchtime meetings in the future.

### MEETING CLOSED:  
2.15 pm

Signed by the President of the meeting verifying the accuracy of the Minutes as accepted by the Association:

Date: _____________________