

**JAMBOREE HEIGHTS STATE SCHOOL  
P & C MEETING 18-09-06**

**Minutes from meeting on Monday 18<sup>th</sup> September 2006**

**Attendance**

Nicole O'Brien  
Fiona Provan  
Ann-Maree O'Connell  
Angela Wilson  
Ken Willimott  
Tricia Elgar  
Suzanne Collingwood  
Kym Keeffe  
Helen Finlay  
Maryanne Foreman  
Jackie Mergard  
Karen Hook  
Sue Stevens

**Committee**

Assistant Secretary  
Joint President  
JHSS Deputy Principal  
JHSS Principal  
Joint President  
  
Safety/WSB  
Tuckshop  
QCPCA  
Vice President  
WSB/PECAC

**Apologies**

Tara Hamilton-Smith	OSHC
Louise Ruzic	Safety/WSB/ECAC
Sue Staniforth	Assistant Treasurer
Mandy Lennon	Secretary
Candi Stevenson	Treasurer
Dawn Warner	OSHC

**Inward Correspondence**

29-08-06 – Receipt For Donation To Preschool – To Pia  
29-08-06 – Letter From Safety House RE: Donation – To Pia (pay)  
18-09-06 – Receipt For Donation To Safety House – To Pia  
18-09-06 – Letter From Centenary Remax RE: Offer Of Sponsorship – To Fiona  
18-09-06 – Mars Fundraising Offer – To Fiona  
18-09-06 – Indooroopilly High Newsletter – 1 x To Fiona, 1 x To Office Box  
18-09-06 – Letter From ACSSO RE: Survey Participations – To Fiona

**Outward Correspondence**

None

**Business Arising From Inward Correspondence**

None

**Meeting Opened**

18:25pm      Fiona Provan

Present and apologies as above.  
Previous meeting's minutes read and accepted. Please see Appendix 1.  
Moved by Fiona Provan

Seconded by Ken Willmott  
Louise Ruzic was taken off the Signatory list due to inability to complete the paperwork.

### **Principal's Presentation**

18:30pm Angela Wilson

The Code Of School Behaviour tabled. Please see Appendix 2.  
JHSS Responsible Behaviour Plan for Students tabled. Please see Appendix 3.  
JHSS Strategic Plan 2007-2009 tables. Please see Appendix 4.  
JHSS Triennial School Review Report 2006 tabled. Please see Appendix 5.

The Code Of School Behaviour Presentation (Appendix 2).  
Better behaviour means better learning. Four areas to target: the code itself, professional development for teachers, addition resources from the government and continual evaluation of the programs. JHSS existing school plan very close to new guidelines. More funding for this area so more specialist schools like Tennyson are being set up in QLD. More officers to evaluate school's behaviour codes.  
New requirement to give parents an enrolment agreement. They would sign it to indicate they agree with and will support the school rules and structure. Not compulsory, and not going to be given to existing students.

Values and principles outlined in the new guidelines are already in use within the school document. These are detailed in the JHSS Behaviour Plan, and are strongly linked to the YCDI program.

Discussion on child's view of justice. Most children don't see the perpetrator being dealt with, so perhaps more education on the rules and how they work would help. Query on support for victims. Definitely in the school document, but not outline specifically in the government guidelines. JHSS has a strong policy on support, counselling and mediation etc.

Comprehensive list of the expectations of students, parents, community, school, staff and EQ. By placing higher expectations on students, they are given more control over their actions with choices. This is more developmentally appropriate and helpful. They give themselves more value, and successfully choose to behave as they have the control. All linked to the YCDI program.

School projects that involve the community, and students going out in to the community are planned and implemented already. This gives students a chance to show pride in themselves and their abilities and their conduct improves accordingly.

Responses to unacceptable student behaviour are also covered.  
Query on the school's requirements to tell other schools if a student is expelled. This is part of the student transfer process, so the other school is informed. Query on suspension. If a child is suspended, it is over all schools. Discussion on alternate learning opportunities needing to be provided for "long term" suspension. Options include going to a behaviour centre. If that is not applicable then the school provides and at home program. Concern raised for on/off suspensions that do not fall under "long term" suspension. Noted that the school sees the record and will address it. Noted that there is a re-entry program for suspended students to allow them to come back into the classroom without feeling like they have missed a lot. The programs

also do not allow students to progress past work they have not successfully demonstrated they have learned.

### **Deputy Principal's Presentation**

18:50pm Ann-Maree O'Connell

The Responsible Behaviour Plan For Students Presentation (Appendix 3).

The YCDI program is addressing a lot of the general behaviour issues and substantial improvements have been noted. This document was not complete in time for the 2 Prep information nights held, so the old pamphlet was used. But the old code is very close to the new guidelines. This document explains in detail the school's individual policy on all aspects of behaviour management such as: the school's beliefs, the rights of students and teachers, the You Can Do IT program, the 5 main school rules, consequences of unacceptable behaviour, supports structures and in-depth plans and strategies. Query on what is a minor and major offence. Minor would be being in the wrong area at break once. It is reported on the duty teacher's role. A major offence would be being in the wrong place again after being warned once, fighting, obvious bullying etc. Procedures on teachers not seeing the incident. Students may not see it (which causes a problem) but teachers do investigate until they find out what happened.

Query on how repeat offenders are dealt with. Individual plans are created for at risk children with specific actions and consequences. It is then signed by teacher, parent, student and principal.

Further discussion on the services and programs listed to be available. Noted that the Management Of Yong Children Program is not available yet. But 6 weeks courses are offered at the Tennyson specialist school and PPP programs are also incorporated.

Query on a parent's particular situation. Noted the need for more parent awareness of the procedures and where to go for help. Encouragement is needed for parents to come in and ask what's being done, and then report it further if the problem isn't solved. Children come home and report that nothing has happened because they don't see it. Perhaps we need to look at a way to let students know what has happened without breaching privacy. Like perhaps telling them in general that when this kind of incident happens, this will be the consequence. Need to also let parents know where the schools responsibility for action ends, and the parents should seek police involvement. Noted that once a child reaches the age of 11 the offence becomes serious assault.

Parent input that the whole document is too much, but the pamphlet is not enough. Need to find something in the middle. The words are well put, but there is no visible action to back them up. Perhaps the ability to book a time with teachers all year round instead of just parent teacher night. Parents also need to know that the admin side is available for meetings at most times. Parent input that they feel nothing is visibly done when reported to teacher. However teachers report to admin when needed and discuss options. Emphasis more on empowering the child to deal with the problem, in line with the YCDI principles. Also in use in the time out room, it is used to discuss and counsel not just to sit.

Query on counselling for victims as well as offenders. Noted that there is a strong policy for this, individual and also group counselling.

Suggestion for parent resource room. Parents discuss problems outside school and don't bring the results back. All info should be available in a room, with inspiring posters on the wall, teachers to drop in on breaks or at regular times, coffee machine etc. There also should be a parent representative from each classroom to pass on information and gather the parents for meetings etc.  
Brief note that Fete meeting 9am tomorrow in tuckshop.

### **Principal's Presentation**

18:25pm Angela Wilson

The Strategic Plan 2007-2009 Presentation (Appendix 4).

There are 4 main areas that have achieved excellence in the Triennial review process: great support from the P & C, YCDI stage 1 implemented, continued success in all areas reported on, and a well known friendly school culture. Parent and student satisfaction with learning etc is now above QLD average. Changed from 04 to 05, and only real difference is implementation of YCDI program. Also a higher than average satisfaction with the curriculum from parents and students. Results for the year level tests are also above average. Higher than average awareness of the middle and early phase of learning.

Some other modules that have already been implemented are: GAT development 4 out of 6 modules completed by staff, and additional programs to cater for special education and ESL.

New guideline for monitoring of student performance. Create baseline data, then each time school testing is done, results should be predicted then monitored to ensure the curriculum and implementation of it is sufficient. Included is margin for staff professional development to ensure curriculum is presented well.

Also improvement noted in the Cluster Schools programs, and our use of ICT by teachers for learning.

Topic – what is missing? Consistency of results in all areas, provision of programs to cater for the more able students, keeping ahead of our adequate rating for buildings and grounds maintenance, creating more resources for teachers and students to access ITC. The only way to improve these areas is to shift funding and to try new initiatives to make the funding go further.

Unfortunately we are well below the state average for access to ITC. And marginally below in buildings and grounds. Year 2 test data also very close to state average. We do cater for a larger variety of learning disabilities however.

Topic – what is next? Raise academic standard by concentrating on teaching of reading skills and mathematical thinking, implement programs to cater for the more able students, upgrade of the essential learning (assessment) standards, middle and early phase learning action plans that include engagement and flexible learning options. Parent example of flexibility. Grade 7 student doing well in school, but always asking what the time is. Parent finally asked why and found out that student didn't know how to tell time. Spoke to teacher, and teacher went back privately to teach student the time. Students are found to be embarrassed that they can't do "simple" things and won't say. Perhaps need to look at closer classroom scrutiny and create small workgroups to find out any problems and address them.

Another initiative may be to share teachers who have more experience with certain subjects to give students the best information.

Topic continued – what’s next? Investing in staff training, optional use of ITC in teaching and learning, improvement of ITC facilities, extension of YCDI program utilising community resources, re-introducing a chaplaincy program just to be available for students to talk to etc. Perhaps P & C subsidy for church group to come in and do program. Look at accessing sponsorship.  
Noted that the Triennial School Review Report is available to read and has full read outs of all results etc.

**Treasurer’s Report**

19:50pm

Fiona Provan

Please see Appendix 6 for full report.  
Huge congratulations to the tuckshop convenor and volunteers because the tuckshop posted a wonderful \$2000 + profit this month! We are on schedule for ending the year in the black. Still need more volunteers. Meeting continued on another topic, please see the report for more details.

**Sub-Committee’s Report**

19:55pm

Maryanne Foreman

Tuckshop Committee

Tuckshop reports that teachers are letting some students out too early from their eating time to come down to the tuckshop. Noted that Angela will follow this up.  
Good response to pizza day again. Parent issue that children with nut allergies can’t have Eagle Boys pizza as they do not guarantee it to be nut free. Mention that the pizza was chosen because it fits under the Amber food category, but Pizza Hut does not. Pizza Hut does however guarantee its pizzas to be allergy friendly. This topic diverges into General Business.

**General Business**

20:05pm

Various

Continuation of allergy discussion. Perhaps include a disclaimer with tuckshop menus and special food days. We try to ensure that all ingredients and possible traces are noted, but it is still the parents’ responsibility to check and make their own mind up about serving the food to their child.  
Suggestion of a parent group for not only allergy sufferers but parents of children with other illnesses that can be hard to cope with.  
Discussion that more information needs to be available to parents and children in classes need more education not just the affected child. Possibly just pass information to parents in the newsletter.  
Discussion on visiting teachers being unaware of allergies and illnesses. Noted that all information on students is inside the roll and in the folder given to visiting teachers. Angela to check on procedure for visiting teachers.  
Noted that some parents also do not communicate their child’s medical history. Parents need to be reminded that it is their responsibility to inform the school. The school has no liability if they don’t have the information.  
Noted that there is an anaphylaxis group inside EQ working on recommendations to schools etc. Jackie Mergard to supply report.

**Sub-Committee's Report**

20:15pm

Various

**OSHC Committee**

Karen Hook

September Meeting notes tabled – Appendix 7.

Noted that the OSHC account is again up by \$12,000. This is only due to the payment cycles of parents etc and the monthly report is not always accurate.

Noted staff wage increase again. Fees will rise to cover this. P & C approval given to raise rates to compensate. Report next meeting on other school's ASC rates.

EZYDebit now set up. Fees will be absorbed until 31<sup>st</sup> December 2006. Then it will be a small fee for setting it up, in addition to the \$20 a year fee already charged. Looking into increasing that fee as well.

**Music Committee**

Sue Stevens

June Meeting minutes tabled – Appendix 8.

Congratulations to the music committee and all volunteers on another wonderful concert. Profit report will be included next month.

**Parent Extra Curricular Activity Committee (P.E.C.A.C)**

Sue Stevens

September Report tabled – Appendix 9.

Election day cake stall a good success.

Queensland Science contest is coming up and has had good school involvement. Students who participate will receive a prize from the PECAC.

Sunflower project will also be happening as well as the CSHSPS Competition focussing on engineering.

**Sports Committee**

Fiona Provan

Sports Committee Financial Statement June-August tabled – Appendix 10.

Swimming carnival nominations have begun. Parent concern that there is no junior carnival. Confirmed that the is.

**Principal's Report**

20:28pm

Angela Wilson

Please see Appendix 11 for full report.

Desperately seeking swim teachers. Query on hours and days.

Brief mention of a large new grant for maintenance and upgrades.

**Fete**

20:30pm

Fiona Provan

Meeting 9am tomorrow in the tuckshop.

Chloe Warren (Nicole O'Brien's sister) has volunteered to be co-convenor.

Aim for 100% profit for the fete. This means using the tuckshop donation roster to collect non-perishable items for the fete now and other things next year.

Discussion on higher fee to get in. A few pros and cons. Take to the Fete committee.

Suggestion of Virtual Fete. Use and action site to sell things you would normally buy at a fete.

Jackie Mergard has notes on fetes etc that we need to retrieve.

Mention of P & C newsletter, self funded and on opposing weeks to the school newsletter. Needs admin approval.

Ideas to reward volunteers, delegate smaller jobs so people don't feel overwhelmed.

**General Business**

20:45pm

Karen Hook

Disco date booked for next term clashed with swimming carnival.

Likely to get back turnout. Look at booking for a Saturday.

Parent report of inappropriate video clip/s in previous disco. Reported that DJ was very surprised at this as he has a very strong censorship policy. Discussion on whether children are really aware of what they see and to make our own play list to give to him.

**Sub-Committee's Report**

20:55pm

Helen Finlay

Safety Committee

Patrol Street traffic now a nightmare. Seem to have shifted the problem from the front gate to their. Query on parents rights to ask people to move on. No rights. Police are going to add an extra patrol around the school for this reason. Borrow the cardboard cop for patrol street.

Report that the preschool will not be available for a drop off zone.

In the process of accessing the Adopt-A-Cop program.

Report on the bike cage. BCC will not fund a roof for financial and liability issues. But we are free to do so.

Strange occurrence of a bike rack standing on its end.

Request for people to write to the papers to ask for lights at Sirocco St, near the police station.

Discussion on parents directing children outside school gates. Not allowed.

QCPCA are reviewing this, recommending mandatory supervision at all drop off zones. Perhaps teachers, but EQ wont allow it.

**Meeting Closed**

21:00pm

Fiona Provan