



ParentACTion

The parent voice on public education

Term 4, 2013

ACT Council of Parents & Citizens Associations

ACSSO National Conference

Over the 17th and 18th of October, Council and the ACT played host to the National Conference of the Australian Council of State School Organisations. The conference was a great success, with attendees from across the country coming to listen to various speakers giving talks and workshops about diverse topics on education and parental engagement.

Keynote speaker George Otero provided a thoroughly engaging talk on Parents as Partners in Learning. George is the Director of the Centre for Relational Learning, New Mexico, and regularly gives workshops on educational issues. **George's talk focused on the value of positive community relationships in promoting educational outcomes and wellbeing for students and their families.** Also discussed were the importance of personal and social factors in achieving positive outcomes for young people, and the role schools have in promoting and encouraging engagement from parents and carers. He also highlighted the importance of working towards better outcomes for the entire school community, not just individual students. Communities and strong personal relationships foster learning, rather than being add-ons, and should be at the core of what schools do.

Susi Steigler-Peters, National General Manager of Education for Telstra Corporation presented the findings and implications of Telstra's White paper 'Personalised Learning: Meeting the Australian Education Challenge'. Susi's talk, which was not easy to follow, focused on using technology to individualise learning and improve educational outcomes. She looked at how

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From the President



Viv Pearce

Welcome, everyone, to the last edition of ParentACTion for 2013. **And what a year it has been!** I'd like to extend a warm thank you to everyone who has been involved in Council activities and school P&C committees this year.

The biggest news from Council this year is the real progress being made on the canteens front, with an online ordering system being rolled out to schools! I am really excited about the prospect of the system increasing sales and profitability of our school canteens while offering a healthy menu. Council worked hard to secure project funding, the largest Council has ever received, as an election promise and to then convert it into an actual cheque! There is more information on the project on page 3.

Another highlight this year came in October, with the National Council of State School **Organisations' (ACSSO) National Conference** which we hosted here in Canberra. If you **couldn't attend, we have a full conference report** for you in this issue. For me personally, what stood out most was just how important is parent engagement at schools. Council is founded upon this belief, but did you know that scores in standardised testing are greatly increased when parents are genuinely engaged? What emerged is that real engagement is about forming relationships and a sense of belonging. When we **can use words like 'greet', 'welcome', 'embrace', 'accept' and 'acknowledge' to describe the relationship between parents and the school**, we see the wellbeing of parents increase, as well as test scores and school attendance.

Following the conference, our ACSSO delegate Donna Reed, myself, and other council delegates attended the ACSSO AGM and general meeting. The meeting unanimously accepted our motion that they lobby for a new approval process for non-government schools nationally. ACSSO also agreed to lobby the federal government to fund the Australian Sustainable Schools Initiative (AuSSi) in other states – an excellent program which ran out of federal funding last year.

We are proud to announce that Council is a **finalist in the ACT Chief Minister's Inclusion Awards**. These awards recognise organisations which have excelled in improving outcomes for **people with a disability**. Council's active participation in lobbying and advocating for understanding and improved services and training in this area has provided an effective voice for parents of children with a disability and some terrific outcomes, including training for ACTION bus drivers and the compilation of a guide to disability resources. This is wonderful recognition for everyone who has worked so hard in this area over the past few years. Congratulations, everyone! The winners will be announced at a gala dinner on December 11.

Our guide to local **disability resources**, **"Who Can Help?" booklet, has now been reprinted** after the first print-run ran out the door! These have proved a popular and useful guide for parents and schools. Call the office if your school requires more copies.

In November, Council co-sponsored, with Companion House, the Recognition of Excellence in ACT Schools Awards 2013 for best practice with students from asylum seeker and refugee backgrounds. It was great to see hardworking teachers, who help refugee and migrant communities, being recognised. After the awards ceremony, a forum looked at how to improve EALD teaching and Companion House has compiled a list of tips for teachers working with migrant communities, available on their website (companionhouse.org.au).

Our AGM was on November 26 (see agenda on page 11). Thanks to those who came and volunteered for the many roles on Council.

Our new website is now up and running after the previous version was irreversibly damaged in an attack by hackers. Please take a look. It is full of useful resources for P&Cs, documents for our upcoming AGM and links to our social media presence (Facebook and Twitter).

Finally, I wish you all a happy holiday season.

School canteens: update

After years of hard work, Council has some great news on school canteens.

The 'School Canteen Improvement Project' has officially been launched after the Education and Training Directorate provided Council with the funding deed to initiate the project.

Council can now begin rolling out the project which aims to increase revenue, streamline ordering and decrease costs for school canteens.

There are three aspects to the project:

- an online ordering system, which will save canteen managers time and increase sales
- a matching point-of-sale add-on to broaden the system to cover other items such as uniforms
- **access to a procurement agent, "NSWBuy",** which will reduce the cost of produce by up to 25%.

More detail on each of these is provided below, along with the current state of the roll-out of each aspect.

Flexischools: an online ordering system

An integral part of the School Canteen Improvement Project is providing canteens with an online ordering system. Flexischools was chosen, after a number of systems were considered, as the most cost effective and well managed system available. Flexischools has already been used by several ACT public schools with positive results.

Roll-out of the online ordering system began in late November. Council has been able to negotiate a favourable standard contract with Flexischools for each P&C and this is now available for P&Cs to consider and sign.

The cost of the Flexischools system will be covered by the project; individual P&Cs will not be required to purchase the system.

Flexischools will be providing a project manager to oversee the roll-out of Flexischools to Canteens.

There are several early stages to the roll-out of Flexischools:

Information Session

An information session was held in early November for any P&C interested in using the Flexischools online ordering system. The system was well received, with some previously sceptical schools signing up.

Training

Training will be provided for all Canteen Staff and P&C Canteen Committees.

Formal Launch

ACT Minister for Education and Training, Ms Joy Burch, will host a formal launch for the system early in 2014.

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How Flexischools works

Parents and students can quickly and securely submit canteen orders online—from the home computer or mobile phone. Orders can be placed as late as 9am, offering great convenience for families. A small parent order fee (25c) is added to each canteen order.

For canteens, Flexischools removes paper orders and cash. Every order arrives complete, correct and fully paid. The system produces a tally sheet and labels for bags, saving canteen staff hours of opening bags, checking cash and tallying orders. Since less cash is handled, there is also less banking to do. Canteen managers can login to update their menu instantly and view reports.

Flexischools deducts a 2.25% fee from sales processed through the system, but all set-up fees (\$350 per school) are covered by the **Council's project. Schools must sign up** through the contracts negotiated by Council by June 2014 to receive the system free of charge.

ACSSO National Conference

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schools, teachers and parents can capitalise on **students' use of technology for learning** rather than rejecting it.

Some key ideas were learner enablement, teachers as learners, and social networking. This reflects a participative approach in which students take control of their own learning, learning environments, and teachers support and guide them.

The conference also featured talks by a number of other guests. These showcased programs and resources available to complement the school curriculum and engage parents in education, as well as success stories of parent engagement, directions for key areas in education, and how to tackle issues. Details of these presentations are given below.

NSW Hurstville Public School P&C Association: Experience in Engaging and Consulting with the NSW Department of Education

Jason Yeo, P&C Vice President of Hurstville **Public School, talked about his P&C's engagement with the NSW Department of Education. The presentation covered his school's experiences in response to the Department's decision to move senior primary students to a different location due to limited facilities.**

The P&C investigated alternative arrangements that would allow the existing school community to remain together, including alternative locations for buildings and possible renovations to existing school infrastructure. Despite initial resistance from the Department, the P&C was able to secure funding for a new school building.

Jason's talk focused on the elements of the P&C's campaign which resulted in their success, such as building community support, use of the media, knowing their rights with regards to accessing information and obtaining a second opinion.

Jason's presentation highlighted that the P&C is an empowered community body, not merely a fundraising resource.

Public Education Renewal: three great practices in student, parent and community engagement

President of the Victorian Council of School Organisations (VICSSO), Nicholas Abbey, presented on the topic of public education renewal. The three key practices he focused on were developing a community-based curriculum, personalising student learning and building community-engaged school leadership. The central theme was the need to integrate these practices and prioritise community engagement and participation.

Partnership Brokers and Parental Engagement

Trevar Chilver, the Director of Employment, Education and Training for the ACT & Region Chamber of Commerce & Industry, joined the conference to discuss the role of partnership brokers.

Trevor's team deliver the READY Partnership Program, a part of the Commonwealth Government's School Business Community Partnership Brokers program.

Class Movies

Phillip Lewis, Director and Founder of ClassMovies, discussed the development and use of his school-based documentary system. ClassMovies allows teachers to make classroom documentaries without special training in film making and editing. It allows parents and carers **to be more aware and involved in what's happening in their children's classes, helps teaching staff to share useful and innovative practices, and encourages active participation from students wanting to be involved in the making of a documentary.**

Safe Schools Hub

Helen McGrath presented on the Safe Schools Hub, which provides information and resources hub for teachers, students, parents and anyone interested in promoting a safe school

community. Like other talks at the conference, there was a focus on developing a complete school community with engagement from parents and citizens as well as teachers and students.

Parent Engagement in Education

Renae Houston, Branch Manager of Student and Parent Engagement at the Department of Education presented on the importance of parent engagement in education.

Framework Fundamentals

Donna Sirmais is the Project Officer for Bureau Framework at ACSSO. She presented the Family-School Partnerships Framework, which provides guidelines to help schools improve community partnerships and help identify areas on which to focus.

School, complaints and the NSW Ombudsman

Sarah Unwin and Frances Smyth from the NSW Ombudsman Office gave a short presentation on complaints and the NSW Ombudsman.

The Ombudsman can investigate complaints or potential issues relating to a wide variety of bodies including school and educational departments. An example provided was a recent investigation in to HSC disability provisions, which disproportionately favoured private schools. However it was found that this was due to low numbers of applications from public schools rather than preferencing at the department level.

Parachurch Ministry in Australian Schools: Why?

FIRIS (Fairness in Religion in Schools) is a grassroots campaign of parents and educators who were represented at the conference by Scott Hedges.

Scott ran a workshop to discuss the Parachurch Ministeries and their presence in Australian schools. Whilst claiming to provide education about religion rather than religious instruction, analysis of the materials and curriculum used show otherwise. Additionally, special religious education programs can alienate students who opt out of the programs. Scott shared personal

accounts of parents who have tried to 'opt out' of programs, and a discussion on how the system could be changed for the better.

KidsMatter Primary and MindMatters

KidsMatter and MindMatters are mental health awareness programs for primary and secondary level schools respectively. Narelle Wickham, Coordinator of MindMatters ACT, and Margy Wylde-Browne, Coordinator of KidsMatter ACT, provided workshops on their respective programs.

The programs develop awareness of the issues surrounding mental illness in order to reduce stigma, as well as educating teachers and parents on the early warning signs to look for and what to do if they notice students are having difficulties. They also recognise the important role parents and families have in the school community and promoting positive mental health.

Intercultural education for Asia capability why and how?

Dr Eeqbal Hassim, of the Asia Education Foundation, presented an engaging talk about intercultural education and Asia capability. Whilst there are a number of business and practical reasons to learn about Asian cultures, Dr Eeqbal focused on the personal relevance of intercultural education and the importance of teaching ways of thinking which acknowledge and embrace diversity.

Entertainment

A small group of students from Stromlo High School and Lake Tuggeranong College performed at the conference, showcasing their skills in music and dance. The students were well-conducted and professional, and gave excellent performances all round. Council received excellent feedback regarding the students from conference attendees, and would like to pass on our congratulations and thanks to the students and organising staff.

Education Minister Joy Burch hosted drinks for conference participants at the University of Canberra Inspire Centre. The conference was closed by ACSSO President Peter Garrigan, who hosted drinks for participants at the Hedley-Bear Centre for Teaching & Learning. ●

Everyone Everyday: disability awareness program

Everyone Everyday is the most comprehensive package for disability awareness programs available in Australia. The program contains explicit lesson plans for students from kindergarten to year six. The lessons do more than develop an understanding. Rather, they promote positive action to ensure members of the school community are welcoming and inclusive.

The program was developed by BLITS (Business Leaders Innovative Thoughts and Solutions) with the support of Disability ACT and the Education and Training Directorate.

A key component of the program is the resource for ACT teachers, which includes a set of classroom activities. These activities are research based and align with the ACT Schools Curriculum Framework - Every Chance to Learn.

Developing the resource included significant community consultation. Council submitted a response to the draft resource. Since then, Council has remained involved and supportive of the Everyone Everyday program. President Vivienne Pearce said *“this program has the capacity, if delivered properly, to promote positive messages around disability and inclusiveness, not as an add-on but integrated into the curriculum. There is also a good chance it will reduce incidences of bullying and some behavioural problems. I believe it should have positive outcomes for all students.”*

Phase one of the trial was conducted late 2012 in five schools across Canberra; Gowrie, Farah, Mt Rodgers, Namadgi and Turner. The trial involved 15 teachers and 350 students from Years 3 and 4, who all participated in 14 lessons focused on inclusion. When the first trial was completed, the University of Canberra conducted an evaluation and released their report in March 2013.

“Teachers and parents were also extremely positive about outcomes of teaching the program” (UC Report, March 2013).

The University listed many positive outcomes

from the Everyone Everyday program, including a reduction in stereotyping of students with disabilities and children speaking of people with disabilities as equals. In post-program surveys, more students said they knew how to include someone with a disability, and their language became more positive and respectful. Most notably, the University discovered that the wellbeing of students with disability had improved following the Everyone Everyday program.

Following such positive outcomes, a second trial was completed in 2013 in seven schools with the addition of Weetangera and Bonner Primary schools. In phase two, all classes from Kindergarten to Year 6 will be involved, a total of 600 students.

Unfortunately, funding for the Everyone Everyday program will be coming to an end. Council believes that with such positive outcomes, funding from ACT Disability and the Education & Training Directorate should be committed in the future.

During the recent ACT budget consultation process, Council urged the ACT Government to allocate \$200,000 over four years to see the Everyone Everyday program expanded into all ACT public primary schools.

At Council’s most recent general meeting, Maureen Howe from the Disability Information and Support Hub presented on the Everyone, Everyday program. Delegates and Executive present at the meeting had very positive feedback towards the program, calling for the continued support from the ACT Government.

Council will continue to lobby for support for this quality program throughout 2014. Please **contact Council’s office if you would like to contribute your support.** More information is available on the BLITS website (www.blits.org.au/awareness-project). ●

Youth speak out on sustainability

Council President, Viv Pearce, spent some time at the Parliament of Youth in October. And she was impressed!

In early November I attended the two-day 'Centenary 2020 Vision Parliament of Youth on Sustainability' and so did 120 ACT students. What great young people and very impressive ideas!

The student representatives, from primary and secondary schools across Canberra, presented **their ideas on how to meet the ACT's target for a 40% reduction in carbon emission by 2020** in order to achieve a more sustainable Territory.

Prior to the event, college students were invited to write Green Papers on specific sustainability topics. High school and primary schools prepared one-page topic responses on a sustainability topic. The results were outstanding. Well done to all participating students.

A panel selected the best Green Papers:

Transport: Anneke Rebel, UC Senior Secondary College Lake Ginninderra.

Urban Planning: Nic McGinness, Canberra Grammar School.

Smarter Buildings: Jenny Wang, Daramalan College.

Food: Kara Tedman, Lake Tuggeranong College.

Energy: Sam Sautelle, Dickson College.

Waste: Esther Lee, Daramalan College.

Water: Teagan Pyne, UC Senior Secondary College Lake Ginninderra.

Human Systems and Lifestyle: Patrick Brennan, Hannah Fromholtz and Ben Pearlman, Melba Copland Secondary School.

ACT Minister for Environment & Sustainable Development, Simon Corbell, opened the parliament which was held on the ANU campus. On day one of the conference, I helped Canberra College student Tom Campbell to facilitate a session looking at water and transport. Our committee voted on the six best ideas to take to the full parliamentary session and elected ministers for water and transport.

The next day, Transport Ministers Emma Fish (UC Senior Secondary College Lake Ginninderra) and Stephen Melhuish (Canberra Grammar) spoke well to the full parliament on

the proposals for Transport. Jakayla Bathie and Michael McKellar, Year 2 students from Wanniasa Hills Primary presented the water proposals. They were ably assisted by their Ministerial Advisors Thuha Vu and Todd Wenning from Lake Tuggeranong College, who had also mentored the younger students prior to the conference.



Jakayla and Michael of Wanniasa Hills Primary, the Parliament's Ministers for Water, deliver proposals to the parliament.

The full parliament was great, with rigorous discussions, which got quite heated at times. The students voted to select the three best proposals for each topic to be included in a White Paper. The white paper, along with 20 other proposals voted in by the parliament will be presented to the Legislative Assembly at a later date. These proposals ranged from using light rail and electric buses to setting up community gardens.

Shane Rattenbury (ACT Minister for Territory and Municipal Services) and Andrew Leigh (Federal Shadow Assistant Treasurer) came along to hear the proposals and for an interesting question and answer session.

This parliament was just one part of the Festival of Young Ideas: Innovative Youth Tackling the Inconvenient Truth. The winning entries and runners-up in the 2020 Vision competition are on display during November at the CSIRO Discovery Centre. I heartily recommend that you visit the display and be inspired by our students' visions. ●

Teachers for a day: kids share their environmental knowledge

By Josh Creaser and Eliza Hopkins

Children's hands shoot up, eager to ask questions about how solar power works. The 10 year-old presenters confidently answer their questions. This is a common scene during Target Kids Teaching Kids Week, where peer led learning on environmental issues lets students become the leaders of their learning.

At this year's event, over 150 students from 11 schools came together to participate in student-led, interactive workshops on environmental issues. Organised by Switched on Schools ACT and held at the Australian National Botanic Gardens, this event was one of many occurring across the nation.

Arron Wood, Founder of the program explained, *"This year's Target Kids Teaching Kids Week will be the biggest yet, with over 10,000 students and 500 schools taking part. From Kindy to Year 12, every State and Territory...kids are turning the tables on teachers to teach each other and find real environment solutions"*.

Mawson Primary journeyed students through the 'land of sustainability'; solar-paneled toy cars were built at Maribyrnong Primary School; bread bronzed as the energy consumption of toasters was measured by Merici College; Palmerston Primary helped students pot their own native seedlings; the amount of waste that a school can reduce was highlighted by Hawker Primary; and Wanniasa Hills Primary showed everyone that composting was as simple as making a sandwich.

Celebrity mentors also brought their enthusiasm and knowledge to the day. Costa, the host of Gardening Australia ran gardening workshops while Arron Wood participated in the students' workshops. Costa explained, *"The day is all about exposing children to the power of their actions, and the importance of their beliefs, their goals and their vocabulary when it comes to the future. They are the change-makers and their decisions matter"*. ●



Staff changes

At the end of November, Council will be saying goodbye to both Policy Officer Tim Lawley and Communications Officer Jena Dobie.

Both staff members have been with us since 2011, but have reached the end of their university studies and are moving into full time employment.

Tim will be replaced by Maclaren Wall, who can be contacted at mwall@actparents.org.au. Janelle Kennard will replace Jena. She can be contacted at jkennard@actparents.org.au.

Council thanks Tim and Jena for their hard work during their time in the office. Staff, executive and members wish them both the best with their future endeavours. ●

School canteens: update

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Point-of-sale add-on

Schools that already have Flexischools installed will be eligible to receive the matching point-of-sale system. This add-on means P&Cs can sell other products via the Flexischools interface, such as school uniforms.

This is not currently available for canteens signing up to Flexischools for the first time, as P&Cs need to have an online system operating for a while to generate statistics and information before the add-on is feasible.

NSWBuy

Council has signed the contract with NSWBuy, a procurement agency that will provide discounted products and services for canteens.

In the next few weeks, Council hopes to receive a registration number from NSWBuy for canteens to use when ordering so that they can start saving when they purchase through a selection of suppliers.

Installation

Council believes that the installation of Flexischools and access to NSWBuy will be completed in all interested schools by mid-2014.

If your P&C hasn't yet been involved with this exciting opportunity and would like to be, or you need more information, please contact Council's office or call the project manager at Flexischools, Rob Milliken, on 1300 725 957 or 0413 360763. ●

Ready, Set, Go!

Is your P&C ready to see out this year and welcome the new?

Before the Christmas rush descends on your volunteers, now is a good time to start end of year tasks and think ahead to the new year.

Prepare accounts for the auditor

At the end of each year, accounts need to be prepared by the Treasurer for an external auditor. Council's office has a list of auditors if you are having trouble finding one.

Annual General Meeting (AGM)

Most P&Cs need to have their AGM at the beginning of each academic year. Because you need to send out notice prior to your AGM, Council recommends that you set the AGM date and send out notice before the end of the school year. The amount of notice required will be specified in your association's constitution (usually around 2-4 weeks).

More information about preparing for AGMs, is available on Council's website.

Who is going to be on your committee?

If you are expecting some members to leave your P&C at the end of this year, it is not too early to start thinking of ways to get more parents involved.

Council's website provides some template letters that P&Cs can send to parents encouraging them to get involved.

Celebrate with an end of year event

The end of the school year is a great time to get parents together for a celebration. Why not hold a community BBQ, perhaps before your end of year concert? You could invite new parents who have children enrolled for next year. Consider offering the catering to another organisation, such as a local scout or sports group, as a fundraiser. Most will jump at the opportunity and this frees up your loyal volunteers to socialise while someone else cooks the sausages.

Events like these are a great opportunity to chat to parents about what your P&C has achieved over the year and how to get involved. You may even find someone who would like to **be a committee member next year!** ●

School Partnerships: the P&C and the School Board

Every ACT government school has a school board — a body where parents, carers, staff and students can participate in decision-making for their school.

Essentially, the board operates as the policy-making body of the school. The board sets the **school's strategic direction. This includes monitoring and reviewing the school's performance, developing and maintaining the school's curriculum, approving budgets and approving the use of school resources.**

School boards are based on the principle that school communities should have some decision-making responsibilities in the strategic direction of the school. This means some decision-making should occur at the school level, involving the school community.

The principal of your school is then responsible for the operational matters; in practice this works essentially the same way a CEO fits into a corporate board. The principal will operate as a connection between the school board and the wider school community.

Make-up of the school board

The *Education Act 2004* outlines the positions on each school board. Unless your school has special circumstances, the board will be composed of

- school principal
- 1 member appointed by the Education and Training Directorate (the Directorate)
- 2 staff members elected by school staff and appointed by the Directorate
- 2 members elected by the school P&C and appointed by the Directorate
- any members that are appointed by the school board directly
- for senior schools, two student members elected by the students and appointed by the Directorate.

Training is held in May of every year for members who are appointed to the school board. Alternative training packages are available by contacting the Planning and Performance Branch of the Directorate.

Working in partnership

Although parents and citizens are represented on the school board, it is essential that the P&C association and the school board work collaboratively to reach school community goals. Council receives frequent questions on the following two issues:

Finances

Although the school board is responsible for the school budget, P&C fundraising is P&C money. The school board can make requests or recommendations to the P&C about expenditure, but the P&C budget remains under the control of the P&C.

Council highly recommends discussing P&C expenditure with the school board. Both entities are working to better the school and school community, and using financial resources in a collaborative manner is the most efficient way of reaching these goals.

Reporting and communication

Council recommends that the best practice for working with your school board, is to invite them to report at your P&C meetings. Some P&Cs achieve this by having the parent member of the school board present at each meeting, **others have the school board present the board's minutes** ahead of time to distribute at the meeting. The method of involvement can be flexible.

It is also highly beneficial for the parent members of your school board to be up-to-date with P&C activities. If the parent members are not active members of the P&C, keep them up-to-date with your P&C with minutes of meetings.

It is important that school boards and P&Cs recognise their own roles within the school system, and work together to reach your school **community's goals.** ●

Celebrating the Week of School Community

Council's AGM Agenda

At Council's last Hot Topics meeting, attendees developed the idea of a 'Week of School Community' to be held in 2014.

The week of celebration, planned for May 19 to 24, is a chance to demonstrate the role of the school community, and to show community members how much they are valued at school.

Council's office and executive have been looking at ways to develop the celebration. For a project of this kind to be effective, participation is required from most (if not all) P&Cs and schools.

The role of P&Cs and Schools

All P&Cs are encouraged to put on one or two events that celebrate your school community. Council has some suggestions:

- community dinner; everyone brings a plate
- board games night
- trivia night
- movie night; hire out a local cinema
- get together and break a world record
- community breakfast; students serve the community!
- plant a time capsule
- run a competition for students
- community sports carnival featuring parents and teachers versus students
- community scavenger hunt.

Council's role

Council will conduct a central seminar on community engagement during the Week of School Community. Council will also compile a list of all the events occurring across the Territory and publicise them with a coordinated media campaign across the ACT to generate **understanding of the school community's role.**

The idea was put forward by Palmerston District Primary School's P&C President, George Villaflor, to whom Council is very grateful. ●

Annual General Meeting
26 November 2013
Hedley Beare Centre for
Teaching & Learning

6.45pm for 7.00pm start

Agenda

1. Opening and welcome
2. Apologies
3. Presentation by ETD on the new Careers and Transitions website
4. Confirmation of, and business arising from, AGM Minutes 27 November 2012
5. President's Report and Annual Report to Members
6. **Treasurer's report including financial statements as shown in Annual Report, fees and auditor's report**
7. Appointment of auditor—it is proposed to appoint Robert Johnson of Harwickes for 2014.
8. Election of Returning Officer
9. Election of Office bearers and other members of the Executive
10. Election of Council representatives to Committees and other bodies
11. Close

AGM to be followed by a General Meeting. Other business will be covered in the General Meeting.

Coffee/Tea and biscuits will be served from 6.45pm.

Events

- 26 Nov Annual General Meeting & Council General Meeting
7.00pm - 9.30pm
Multipurpose Room,
Hedley Beare Centre for
Teaching and Learning
51 Fremantle Drive, Stirling.
- 20 Dec Council office closes for end of year break
- 30 Jan Council office opens for 2014
- 17-24 May Week of Celebrating School Community

About us

ACT Council of Parents & Citizens Associations is the representative body for Parent & Citizen associations in the ACT.

We represent over 60,000 parents and carers in 85 ACT public schools.

About our magazine

ParentAction is a free journal published four times a year. Distribution: 1550 copies - the ACT Legislative Assembly, ACT Government School Boards and P&Cs, public education organisations and interstate parent associations.

Contributions, advertising and feedback are always being sought. Contributions can be emailed directly to the Editor, Janelle Kennard, at jkennard@actparents.org.au. Views expressed in this journal are not necessarily those of the ACT Council of Parents & Citizens Associations.

Our Executive

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Assist. Secretary:	Amanda Bichard
Treasurer:	Hugh Boulter
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