2. Special Consideration Items – a) School Chaplain; b) Laptops

- Michelle Atherton provided an update to the meeting around her role and that as part of the funding arrangements there is the need for annual broad consultation and agreement for the Chaplaincy position and the work undertaken by her at the School. The P & C endorsed Michelle’s ongoing role and acknowledged the outstanding contribution Michelle makes to the school environment.

- Paula and Brad then presented information to the meeting around device usage at school next year.

The Department has ceased funding for future laptops. All the schools in the area will implement new systems, all with slight differences, to allow students to bring their own devices to school.

There is no doubt that this heralds a change in culture in the way technology will be used in schools. In other countries such as Denmark, this type of approach has been in operation for some time, to the point where devices are even allowed in examinations. We are obviously not at that stage, however it raises some interesting questions around digital usage and students using their devices honestly.

Although it is disappointing the Federal Government are no longer funding laptops, research has shown that students who use their own personal devices have a greater level of engagement with the technology which in turn produces greater learning outcomes.

The Current Year 9, 10 and 11 will continue to hold their laptops and Brad will continue to service this equipment. They will of course have the option to bring in their own device should they choose.
The school has developed a Device Requirements Advice sheet which details the minimum requirements. The most important issue relates to ensuring that the Wireless capacity is 5Ghz to allow access to the school’s wireless internet. If you have equipment at home that is serviceable but which does not have this larger capacity, there is an aftermarket part called a Half Mini PCI eCard that can be purchased to upgrade your existing equipment for roughly $70.

The other point to remember here is that any equipment you supply doesn’t need its own Sim, just the capacity to connect to the School’s wireless.

We then spoke more about the broader issues relating to student equity and the body of work that is currently being undertaken around policy development and systems to support student equity. There were four areas discussed:

- There will be a pool of laptops that will be available once the current Year 12 students leave and Paula and Brad may be able to access additional units as well, bearing in mind that we need to reserve some of this stock to maintain the equipment being used by the current Year 9, 10 and 11 students.
- The Welfare Team and Louise will also be offering assistance to students.
- The school will maintain its computer labs under the Equity Policy; and
- Teaching staff are being asked to ensure that all tasks are structured in a variety of ways, as is currently the system, so that no student is disadvantaged by lack of equipment.

It is intended to extend the ability of personal device usage to the Year 7 & 8’s and this is being communicated to the next intake of parents and students.

A couple of other issues that parents need to be mindful of is that:

- The school does not have the resources to provide any technical support for personal devices;
- Parents are responsible for any loss or damage to this personal property so make sure whatever you buy is robust and explore insurance options should you choose to cover the equipment under your contents insurance;
- Devices need to have at least a 6 hour battery life and come to school fully charged;
- If parents have any questions or concerns please assist the school by making contact and having these questions heard and resolved.
The P & C were then asked to consider funding a mobile computer lab for approximately $15,000 next year. These mobile units come equipped with a supply of laptops, charging units and a power strip in a durable cabinet that can be wheeled where needed.

In closing, although the withdrawal of funding heralds significant financial and cultural change, it is being embraced as a positive one. There is no doubt there will be challenges but all present acknowledged the exciting opportunities that will result. One of these opportunities will be the shift towards more cloud–based technology such as eBackpack which provides safe and secure digital cloud storage for student and staff work and assignments.

3. **Attendance**
   Attendance and Apologies as per the Attendance Book.

4. **Minutes from Last Meeting**
   Minutes from last meeting were accepted as correct.
   
   **Moved**: Sharon Dransfield
   **Seconded**: Lisa Hampson

5. **Actions from Last Meeting**
   
   - **Lockers**: The Charter has been completed and approved however there was some discussion about whether the lockers have actually been installed. Kaye Varley will follow up and let Tania know for next meeting.

   - **Concrete Quote – Michael Hensley** – we have had 2 demountables put in the last two years (TAS and main courtyard). The demountable in the TAS courtyard needs to be left free and clear for ingress of vehicles. This can be revisited in the future. The demountable in the main quad near the kitchen has been costed for concrete at $7,500. The SRC have offered to contribute $4,000 and the P&C were asked to vote on their capacity to contribute the balance of $3,500. This vote was held and the P & C voted in favour of this contribution. This will provide additional undercover seating.

   - **Uniform Agreement**: Des has sent a copy of our Agreement with Lowes to both Kadina and Lismore High for their consideration.
• Uniform Commission: In our original agreement with Lowes we specifically stated that we did not want to receive vouchers and we requested all commission to be paid in cash. This was agreed by our Lowes representative, Scott. Since then, Scott has left Lowes and we have this week received our first commission payment which is a mix of cash and vouchers. The voucher amount seems substantial at $1,000 yet in cash terms probably only represents around $200. The other thing of note is that there was no supporting documentation provided around the cheque payment so there is no way to validate the commission amount. Des has asked Sharon to hold the cheque and vouchers in safe keeping while we seek some clarification from Lowes. Lisa will draft up some correspondence along these lines and see what response is received. The covering letter received with the Commission was generic and so it may be that Lowes simply are not aware of the agreement made previously between Scott and the P&C.

• Air–conditioning. The P&C have been asked by staff to consider a change in the use of funds raised at the recent Trivia Night from installing air conditioning in the MPU to instead cooling some of the classrooms which are used more frequently by students. The P&C have agreed in principle, however, Kaye and Des who had been responsible for speaking with local business owners and obtaining donations, felt that some communication of this change should be provided to those sponsors. Des will supply Lisa with a list of the sponsors so that she can draft up a letter thanking them for their support and advising of the change in funding use from MPU air conditioning to classroom air conditioning. Dave Harvey was asked to provide detail of which classrooms currently have air conditioning and which do not, so that a planned approach could be considered moving forward. There was also some discussion around ongoing maintenance and expenses attached to these units. The existing utility bills were quite high and at some stage the School would need to look more closely at solar options to reduce this impact.

• Rivers College: Lee Duncan represented the P&C at the most recent meeting held at Invercauld House in October. The Rivers Project is the concept of the 3 high schools and surrounding feeder schools coming under the one umbrella or ‘campus’ concept. In conclusion there will be a range of funded positions to support the rollout of the Rivers College Project: a CEO or Director with responsibility and authority for the 3 high schools, a Head Teacher, and 3.6 other positions. All very positive and a testament to the amount of work previously undertaken. There will be exciting changes to come ranging from a greater subject choice; the potential of a common senior student uniform; combined sporting teams etc. Advertising has just commenced for the role of Director.
6. **Correspondence In**
   - Letter from the Federation of P & C Associations of NSW re: New President for the NSW P & C Federation.
   - P&C Federation Magazine.

7. **Correspondence Out**
   - Nil.

8. **Treasurer’s Report**

   August & September P & L’s tabled with September’s report reflecting the holiday period and resulting drop in income.

   **Moved** : Sharon Dransfield.
   **Seconded** : Lisa Hampson.

9. **Principal’s Report**
   - The staff are aiming to embed academic rigor within the school and to that end, will have three focus areas next year:
     - **School Discipline**
     - **Whole day attendance procedures**;
     - **Assessment procedures and policies**
     - There are two surveys around Assessments: one for parents, one for students. These survey questions were distributed to the P&C for consideration and comment by Friday morning. The parent survey will be conducted via phone interviews with approximately 40 parents and at the request of the P & C a copy of the questions would also be disseminated to the broader school body via the newsletter to allow any interested parents to have input should they so choose.
     - Dave spoke about the work around the Annual School Report and called for any interested P & C members to get involved in the process. Lee Duncan and Fiona Lotherington both expressed interest. Dave will liaise with these representatives.
10. General

- Fundraising Committee: Tania Harvey updated the meeting around the discussion held by the Fundraising team. Several recommendations came from those discussions:
  - We hold a major Trivia Night once every two years for the parents and community;
  - We hold a smaller Family Fun Night every alternate year at the end of Term 1.
    - It was recommended that this Family Fun Night be delivered as more of a community event rather than a fundraising event and that the leftover Trivia Night vouchers be used at this night. This may need further discussion at the next P & C meeting in view of the fact that local businesses were approached on the basis that their donations were to be used to fundraise for the MPU air conditioning.
    - The event would be called a ‘fun’ night as there would be other family friendly activities like Pictionary etc. held along with Trivia.
    - Instead of a the traditional Spirit Coin Toss it has been suggested a Mini iPad Coin Toss.

- Volunteer Christmas Dinner: There is a Volunteer Dinner held on the same night each year as the final P & C meeting. If anyone from the P & C is interested in attending please advise Kathy Claydon for numbers. Dinner generally starts at 7pm and will be on 11 December.

11. Next Meeting
Wednesday 11 December 2013 @ 6:00pm.

12. Meeting Closed
8:00pm

13. Minutes
Lisa Hampson.