Apologies:
Glenda Sorokin, Vicki Bamford, Tim Sussman, Terry Clarke, Maureen Doyle, Sandra Nadel, Michele Wheeler

The meeting was opened by P&C President, Suzie Velkou @ 7.10 pm. Samples of the P&C’s wine reserves were made available for tasting.

1. **Review of the teaching of writing.** Andrea Connell, relieving as College Principal, presented an overview of the review that examined the teaching of English across the College, with a focus on student writing. The review process originated as a request by the school and the panel collected information during term three 2007. The review found that teacher confidence varied in the teaching of writing explicitly and that gaps existed with the teaching of writing to Aboriginal and ESL students, among others.

The review’s report contained five mandatory recommendations, each with non-mandatory strategies. The strategies seek to support teachers in consistent judgement and how they explicitly and systematically teach writing in all the Key Learning Areas (KLAs).

The recommendations are:
1. Create a more respectful learning community. The key strategy here is the engagement of staff, students and parents in the identification of the features of a respectful learning community.
2. Give teachers, parents and students specific & diagnostic information to help them to take steps to improve student writing.
3. Implement and monitor school structures that support writing.
4. Implement Quality Teaching Framework practices that better support the teaching.
5. All teaching programs and practices in all KLAs take account of
   * what students bring to the school
   * what they need while they are here
   * what they need when they leave

The Staff Development in term 2 will focus on the implementation of the recommendations. The school is interested in producing a school resource that derives from three high quality assessment tasks and participating in a three year Australian Government Quality Teaching Project (AGQTP) project.

It was suggested that the 2008 Community forum, perhaps in June, would be an excellent opportunity to discuss writing.
2. **Change to the DET Excursion policy.** Janet Burstall presented her draft letter to the Minister for Education to the meeting. This letter is a request to modify the policy following the refusal by the Sydney Region’s Director to sanction last year’s overseas excursion. The real reasons for the position of the Sydney region are unclear as other region’s appear to be more flexible. The objections raised by the Director include the adult-student ratio being inappropriate, the curriculum benefits not being clearly identified and the possibility that adults are subsidized by student fares. These objections were easily rebutted during the discussion and the meeting approved Janet’s letter. Suzie will sign it on behalf of the P&C.

3. **P& C Projects & Finances**
   - An omission has occurred in the invoice sent to parents. The P&C fee was not included for parents with students in years 8-10. Geoff will approach Terry to circulate an invoice for term 2 (new one for non-payers & revised one for up-to date payers)
   - Lostock- John has been reimbursed for all expenses to date
   - Skills audit of a our parents – a strategy to be developed
   - One of our parents is prepared to coordinate a working bee for the school gardens.
   - The oval’s establishment is grant is $16000 and the costing for improvements is still happening. The shade structure will be main cost.
   - The school has acquired some shade cloth for a good price ($440) and we now need some poles for a temporary structure. A flag pole company has been approached to give a costing.
   - Two dollars will be collected at the next meeting to pay fees for P&C Incorporation fees (but not if $30 registration is paid)

4. **Computer funding**- The school can apply for $149000 for laptops. This will result in yrs 9 - 12 will have a machine to use at school and home. The machine will a specific model designed for school use. The onus will be on the school to develop a policy and protocols for their use (eg no games). Some parents expressed the view that all teachers should be provided with a laptop as well. There is no funding source for this area and the existing pool of laptops & smart-boards, purchased in 2007 with money from the “Investing In schools” money, have a low usage rate by staff.

5. **Art show.** The school show is happening on 28 June. A planning meeting is scheduled for tomorrow evening.

6. **School wine**- An order form was distributed at the meeting
7. **School website**- The meeting approved the submission from the working group. The P&C’s working group has a short-term responsibility to modify the site. After that the school will be responsible for its maintenance and improvement.

8. **Lostock Report**- John presented a detailed report for Lostock’s finances and income. Key details include
   - $2416 income & $ 3221 expenses for period October 06- March 08
   - Estimated *annual* income $3000 & costs $6,000.
   - A working bee has been organized for the last weekend of the school holidays.
   - Costs could be reduced by exploring partnerships with organizations such as TAFE.

9. **The wearing of hats.** An unstructured discussion occurred about the issue of sun safety for our students. The point was made that primary schools often succeed in teaching students to be sun-safe, while secondary schools experience greater difficulty in dealing with the issue, perhaps due to adolescent awareness of fashion.
   Key points included
   - Teaching greater awareness of UV with an emphasis on safety
   - A system for encouraging & acknowledging the use of hats, rather than an emphasis on sanctions
   - Starting early with the year 7 students

*The meeting closed at 9.25 pm*

*Next meeting 5 May.*