THE ALL SAINTS’ COLLEGE P&F BOARDING MEETING

11am, Saturday, 8th May 2011 - New Library

Attendance:  Russell & Kate Symonds, Wendy Wass, Kate Rogers, Paul Woodhart, Judy Elias, Heather Cozens, Jayne & Danny Cobden, Peter Miller, Gillian McAllister, Eliot Sanger, Mike Quaife, Brian & Maree Plummer, Brett & Donna Brouff, Deb Hughes, Linda Hamilton-Kelly, Owen & Melinda Morgan.


Meeting Commenced 11.15am

Motion: “That the Minutes from the P&F Meeting dated 12th February 2011 be accepted and endorsed as read”

Moved: Russell Symonds  Seconded: Donna Brouff
CARRIED

Business Arising:

- Thank you to Russell & Kate Symonds for hosting social function in March.
- Watson Kitchen completed - thank you to maintenance staff for plumbing, electrical & tiling work
- Maintenance lists by senior boys in Watson House working well
- Replacement of mattresses (see general business)
- Sport afternoons and access to boarding houses - sporting managers have been told to keep students until 4.45pm by Dr Miller

Moved: Maree Plummer  Seconded: Russell Symonds
CARRIED

Correspondence: Nil

Presidents Report: Mr Brian Plummer

- Thanks to the Symonds for the function at “Bogandillon” at Condobolin, approx 30 in attendance. Thank you especially to the families who travelled from Sydney and to Gillian & Watson as the staff representatives
- Changes to rooming arrangements in Watson in Term 2 for Years 9/10 is greatly appreciated by students and their parents, this makes for a better and far more practical living environment
- Fundraising: I am currently collecting seed gradings and hopefully can expand this concept in the future. Other ideas include cattle, sheep, wool etc

Treasurer’s Report: Read by Mr Brian Plummer

Balances:  Cheque account - $1,563.46 CR

IBD - $5,202.88 CR  Net Position: $ 6,766.34CR  Need fundraising ideas and Sub Committees will be audited before the next AGM.
P&F Representative’s Report: Mrs Kate Rogers

- As Boarding Representative on the whole school P&F I have been trying to attend the P&F Executive Meeting. It is working reasonably well with Brian, Mike or I attending 3 of the 4 conducted so far. When not available to attend a written report is provided. It has been a positive experience in maintaining and building relationships, promoting understanding across all areas of the school and ensuring transparency between all elements of the P&F. Issues highlighted include the Duty Officer phone numbers and leave arrangements.

Head of College Report: Dr Peter Miller

1. Staffing changes –
   a. Mr Jon Clipsham has been appointed to teach Music. He commences on Monday, 23 May. Before his arrival, Elizabeth Sargeant will be taking the classes previously taught by Jason Buckley.
   b. Mr Simon Morris has been appointed to Groundsman. He commenced work last Wednesday.
   c. Mrs LP is on sick leave for six weeks of this term. Mr John Gannon will be overseeing the operation of the ILC in her absence.
   d. School Clinic operations – the hours of opening are currently under review. New hours will continue to cover the school day and boarder needs out of school hours immediately before and after school on weekdays. We are working with Clinic staff to finalise detailed arrangements.

2. Staff Melodrama – “Overbelly” and “PON v Wild” were performed at school on Saturday, 30 April. This event has raised money for the Staff Scholarship for an outgoing Year 12 student later this year.

3. Promotion and marketing –
   a. Open Day – A revised format was used this year for Open Day on 25 March. Any feedback would be appreciated. Initial responses have been very positive.
   b. Meet and Greets – these have continued with very successful events held in Sydney, West Wyalong, Cowra, Lithgow and Nyngan last term. We have staff attending the Dubbo Boarding Expo next weekend with more Meet and Greets in Canberra (25 May) and Dubbo (1 June) this term as well as the Bathurst Show this weekend. Thank you to the many boarding parents who have supported our country events.

4. Show Jumping – planning continues for the Show jumping event at school on Sunday, 22 May. Details are on the website. This will be a great event for the whole school.

5. Scholarship interest – this year we have distributed 140 scholarship information packs. In 2009 we sent out 45 and in 2010 a total of 75 were distributed. This represents a strong interest in the school within Bathurst and across potential boarders.
6. Cyber safety profile – we are raising the profile of cyber safety within the school. There is an information evening on 15 June focussed on the Junior School. Secondary students are going to participate in some online research through Macquarie University later this term and we are organising a presentation to students this term.

7. Peer Partnering for Head of College – in the second half of this year I will be involved in a professional program of partnering (“shadowing”) another Head. I will be working with Mr Steven Bowers of Burgmann Anglican School in Canberra. The programme will involve two visits to each school. When visiting All Saints’ College, Mr Bowers will attend meetings with me as a passive observer. I will do the same at Burgmann. It is planned Mr Bowers will visit All Saints’ College on 2 or 3 June and then again for a day in Term 3. Although this programme is non-evaluative, it is a valuable experience for reflection and feedback on the role of Head. PDM 5May 2011

Clinic Developments:
Staffing load to reduce from 2.5 to 1.5 per week. Michelle to finish up on the 3rd May when new arrangements commence. Hours of operation 8.00am- 6.30pm. Before 23rd May we need to confirm staffing, develop procedures, then promulgate these to the school community.

Discussion:

- Brian said he had huge concerns with cutting hours at the Clinic and that on many occasions their children have needed someone at night. He highlighted that personality is important- Michelle provided more than clinical service, also provided counselling and understanding. He pointed out that the primary importance of the Clinic is for boarding students and he was also concerned from a marketing point of view

- Peter outlined processes followed in other schools of similar sizes, selection of staff and procedures; would need to take all of these factors including sport into account.

Head of Boarding Report: Mr Eliot Sanger

Challenges

- Looking for one more Tutor for Marsden – we have a lead on this
- Continuing to attract boarders (particularly boys) to ASC- Ros & Paula doing a great job with promotions
- Maintenance around the Houses- looking to prioritise and work at getting things done one at a time, small things are getting done

Celebrations

- Welcome to new staff- Amie Little & Adrian Chavez
- 4 Gappies starting in July (2 boys & 2 girls)
- Current tutor group includes a trained nurse and 2 training paramedics
- Looking at conducting a ski weekend for senior boarders
Boarding numbers continue to increase steadily. Currently 95 in Houses- 67 in girls (new girl from Japan), 28 in boys (2 boys left at end of Term 1). Gained 3 new international boarders from Hong Kong/China/Korea

There is a really positive feel across the boarding - 1st Sunday at Cathedral was wonderful

All available staff to Duty of Care Training at Kinross late last term- a great opportunity to develop our team - the team is working very well

A new $700 flat screen TV for the senior boys lounge area to be purchased & installed in the very near future. Thanks go to the boys for fundraising and to the senior boys’ parents for their kind donations.

Future

- Looking to offer a number of activities for Junior and Senior Boarders over the next few terms
- Promotions - Dubbo & Griffith Expo

Requests

- Funding to assist room name plates & remembrance wall

Head of Watson Report: Mr Eliot Sanger  
(Separate Document emailed)

Head of Marsden House: Mrs Gillian McAllister  
(Separate Document emailed)

General Business

- **Boarders Leave:** Brian mentioned the issue of Duty Officer phone numbers. Heather & Kate advised that numbers are now included on the website but are difficult to find. Kate to draft and have put in Revelations on a permanent basis. Peter suggested students should save numbers into their phones.

- **Air Conditioning:** Running costs-Units use approx one to one & half kilowatts an hour at 22 to 30cents ie 5 hours an afternoon = $10.50 week per unit and may only be used for a month. Cheaper than operating 25 fans!!

- **Marsden Mattresses:** Advised that we need 20-30 new mattresses, firm commitment from Peter that he would look into this. Need for a yearly mattress replacement program. (Has since been approved)

- **Fly Screens:** Need to be fixed as bugs keep getting in. Brian said that Peter and David Blackshaw should go up and have a look at mattresses and flyscreens.

- **Couches for Marsden:** Article has been included in the recent Revelations from whole school P&F seeking old couches that would be suitable for the girls’ common room. (Contact Gillian)

- **Movie/Shopping Leave:** Mike queried if students can still go to the movies on weekend leave, as they are under the impression they cannot. Eliot advised that this can still occur, subject to other activities and normal leave arrangements. Wendy asked if girls can go on town leave for shopping. Gill advised they could, but only if they haven’t been able to go on earlier Friday or Saturday trips. Senior leave is a bit different.

- **General Discussion on:** future of Britten House, to be looked at by school Council (heritage listed), maxi taxis used for soccer on Sunday, loan extensions on books for Yr 12 students.
• **Boys Boarding House:** Question on the capacity of Watson House - 41 maximum, Mike Quaife suggested that some thought, long term planning and serious capital works need to happen in order for boarding to prosper.

• **ASC Foundation:** Peter advised in relation to the previous question that they are looking to rejuvenate the School Foundation. He advised that everyone is welcome to attend the foundation meeting at 2pm on the 21st May- invitations being sent.

Thank you for attending    **Meeting closed: 12.45 pm**    Mother’s Day Luncheon