



Minutes

Parent Rep. Meeting

Goals:

- To listen to community feedback and submit agenda items for discussion.
- To communicate actions from the meeting to key stakeholders.

Meeting	Parent Representative Meeting	2024 Meeting #	2
Date	Thursday 16 May	Time	8.45am
Chairperson	Jamie Kibblewhite	Minutes	
In Attendance	Kate, Rachel, Gillian, Elli, Sam, Craig, Jen, Vanessa, Michelle		
Minutes	Rachel		

Agenda Item	Discussions / Outcomes	Action Officer	Due Date
Welcome and apologies.	Josh Gooderham, Aleta Chapman	Jamie	
Confirmation of minutes from previous meeting.		Gillian	
Outstanding items	-	-	
Communication	Positive feedback regarding Schoolzine emails being sent same time daily		
School Information	Parents need to utilise school website for information source. Is there anything missing/need to be added/updated	All reps	T3 meeting
PACE Framework	Additions made to current list compiled regarding Parent Partnerships/School Culture/Community Collaboration. Other ideas tabled and need investigating (Josh) Next steps - update document ready for next meeting, possibility of fluid document to update yearly.	All reps	T3 meeting
P&C	Tuckshop review Michelle Rutten, P&C Treasurer is going to join the meeting to do a spotlight summary on the tuckshop. Any queries need to be emailed to P&C (not office) Mother's Day Stall - Friday 10 May was a huge success, thanks to Gillian for coordinating/running and keeping stock flowing. Thanks to all the volunteers that assisted School disco junior + senior event held Friday 24 May – new format / no items can be purchased at event. 1 ticket option only - Parents need to keep an eye on the P&C Facebook page for all current and updated information.		
Builders parking in the stop 'n' go.	Needs to be reported to Policelink	Parents and Community	Ongoing