Minutes of the General Meeting Commenced
At 6.50pm on 20th February 2014

1. **Welcome and Attendance**

Attendees and apologies were entered in the attendance book.

**Attendees:** Sally Waters, Lisa Morrison, Yvonne Gay, Emily Flack, Neil Symes, Tracey Longley, Robyn Rapson, Taidhg Retford, Petra Von Richter, Anne Comiskey, Tanya Holt, Peter Cumming

**Apologies:** Rosie O’Toole, Kirsti Turner, Lesley Irons, Bev Speer

Sally welcomed everyone to the first meeting of 2014 meeting and thanked all for attending.

2. **Minutes of Previous Meeting**

Changes to last months minutes:
- Correspondence (4) paragraph 4 – Tanya to advise cheque amount
- Outside School Hours Care (a) change Tanya to Yvonne

Yvonne moved the motion to accept the Minutes of the last Meeting from 21st November 2013. Emily seconded. All in favour. Carried.

3. **Business Arising from Previous Meeting**

No business arising.
4. **Correspondence**
   
a) P&C insurance renewal $2283.88 and affiliation fee – Robyn moved a motion to approve renewal payment, Tanya second. All in favour. Carried.
b) Community Management Solutions (CMS) currently OSHC pays annual fee

c) Mothers day stall information for Kirsti

d) Offer from National Retail Assoc. This is similar service to what we get through CMS. Yvonne will review at next renewal

e) Campbell Newman wrote offering grant ($15,000 - $40,000) to hold ANZAC ceremony for 100 year anniversary – pass information onto Cheryl

f) Manual credit card plate received

g) 2 merchant statements received

h) Peter Cumming donated $100 to our end of year event (2013) – thanked

i) Australian Charities Not for Profit (ACNC) wrote to us letting us know that we need to be registered with them

j) Drake Supermarket Wynnum offered barcode tokens for school rebate once scanned. Not enough tags for all students. Discussed putting in the newsletter to offer to interested parents

k) Fundraising info

5. **Sub-Committee Reports**

**Swimming Club:**

No report this meeting. Sally will follow up with Warren

**Tuckshop:**

P&L & reconciliation received from tuck shop, passed onto Tanya.

$1698 balance for tuck shop at end of Jan 14

No other report

**Outside School Hours Care:**

Minutes: Report tabled from meeting 12th Feb 2014 by Yvonne

Main Account Balance as at 31/1/2014: $25,409.04

Special Account Balance as at 31/1/2014: $20,371.46

Term Deposit at 31/1/2014: $25,000.00

a) OSHC plans on donating $10,000.00 to school to help with new broadband facilities

b) $5027.42 term deposit

c) Budget has been reviewed by OSHC and they are hoping to be able to donate another $15,000.00 to school by the end of the year

d) Debt collecting money starting to come in

e) Lisa congratulated Yvonne on doing such a great job with our debts

f) Vacation care went well and now attracting people from well outside the area

g) Great feedback received from a parent outside our school about the great vacation care program
6. **Other Activities**

**Uniform Shop**

No report tabled.

**School Banking**

Dianne is going to continue to do school banking on a Thursday

Tanya moved the motion to accept the subcommittee reports. Lisa seconded. All in favour. Carried.

7. **Treasurer’s Report**

a) Tanya been very busy organising everything for the audit

b) Executive decision was made to use Sue Bradhock from Total Audit Solutions to conduct audit her fees will be $1485 and includes her coming onsite to discuss and also attending our AGM. (Previous fees were $836.00)

c) Bank balances:
   a. $8988 Uniform Shop
   b. $35191 P&C

d) No receipt of the $10,000 – donation from OSHC

e) Lisa acknowledged Tanya on all her hard work – great job

f) Uniform shop eftpos up and running – we will know more in the next couple of months if this has made a difference

Lisa moved the motion to accept the treasurer’s report. Robyn seconded. All in favour. Carried.

8. **Principal’s Report**

The Principal’s Report for 20th February 2014 was tabled by Lisa Morrison (Principal), with specific points mentioned in report, as follows:

a) Lisa shared plans for Great Results Guarantee funding that has been received by the school$122,587
   a. Funding amount was based on number of enrolments, naplan results, complexity of enrolments
   b. Funding to be used to improve literacy and numerously over next 4 years.
   c. Goals have been set to improve Naplan results, increase year level standards

b) Money will be spent on
   a. a data coach to assist teachers in their current roles
   b. Increasing prep literacy skills
   c. Parent education
   d. Mathletics
   e. Sally suggested any addition support could be given to our teachers would be great. Lisa mentioned that this supportive style is one that is working well with the reading to learn program (any teacher that isn’t as
comfortable in the new reading to learn program is being sent to work with some program champions)

c) DanceKart will be used for this years dance program. They will also organise the end of year musical
d) Teachers are holding clubs at breaks e.g. learn to swim club being help @ lunch for some students that are still learning to swim
e) Welcome BBQ and year information nights held and were well received

Sally thanked Lisa for her report on behalf of the P&C members.

Neil Symes

a) Today was a historic day today as we were visited by Premier Campbell Newman for 70 minutes
b) Discussed Great Results Guarantee – with the plan to make QLD schools the best in the nation
c) Campbell Newman also visited new Bunnings distribution site at Lytton which will bring an additional 810 million into the area and approximately 900 jobs

Peter Cumming

a) Discussed recent changes to planning in the Wynnum area
b) City plan has been finalised
c) Sally thanked Peter for $100 cheque
d) Peter offered for us to advertise in his newsletter

9. Music

Report tabled by Anne.

a) Instrument and music has began
b) Band has begun
c) 34 students confirmed in program
d) Instruments should be out next week

Sally thanked Anne for her report

10. Fundraising

a) 2 grants have been submitted (one was unsuccessful)
b) Lisa proposed a grant committee
c) Plan for 2014 fundraising will be discussed and dated at next meeting, including all events to ensure we don’t have any scheduling problems with multiple fundraisers going on at once
10. **General Business**

   a) Lost property – Tanya noticed that there were labelled uniforms in the lost property. Suggested that we give Kirsti a list of all children and their class so if an item comes in the item can be placed in the tuck shop box to go back to the class.

   b) Need to have a succession plan in place for P&C members

   c) Flyer to be generated to advertise next P&C meeting

   d) Sally suggested trying to use email more instead of paper work going home with the kids

   e) Ideas discussed to improve parent teacher nights

11. **Applications for membership and recording of new members**

    New membership forms received from Christie Dunn, Tracey Longley and Paige Cole. They will be added to the P&C Member register and P&C email distribution list for 2013/2014.

12. **Date of Next Meeting and Close**

    The next General P&C Meeting will be held straight after the P&C AGM in the Administration Block on the 20th March 2014.

    Meeting closed at 8.10pm.

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*Robyn Rapson*
*Vice President*