Minutes of the General Meeting Commenced
At 6.33 pm on 17th July 2014

1. **Welcome and Attendance**

Attendees and apologies were entered in the attendance book.

Attendees: Robyn Rapson, Tanya Holt, Rosie O’Toole, Yvonne Gay, Lesley Irons, Anne Comiskey, Lyle Fallis, Lisa Morrison, Petra Von Richter, Donna Russell, Hazel Walsh, Beth Joyce

Apologies: Sally Waters, Andrea Asquith, Gabrielle Purcell, Warren Finegan, Taidhg Retford

Robyn welcomed everyone to the meeting and thanked all for attending.

2. **Minutes of Previous Meeting**

No changes were requested of the minutes of the previous P&C meeting held on 26th June 2014.

Lesley moved the motion to accept the minutes of the last P&C meeting held on 26th June 2014. Tanya seconded. All in favour. Carried.

3. **Business Arising from Previous Meeting**

None

4. **Correspondence**

1. Letter received from Gaming authority who are amalgamating the 4 funds into 1 fund. To be filed.

2. Workers Comp Work Cover declaration and Super form received for OSHC - Tanya and Yvonne to complete.

3. Request for help was sent out to all parents to prepare Grant applications. Thank you to Lyle Fallis, Casey Flack and Sam Black for offering to help. Sam will work with Lisa to draft the grant application for improvements to the middle oval.
5. **Decisions made by the Executive Committee**
   Since our last P&C meeting no Executive committee decisions were made.

6. **Treasurer's Report**
   Balance as at 26 June 2014 (last meeting) $13,569.60
   Bank Interest $5.64
   Yr 6/7 social fundraising $840.20

   Balance at 17 July 2014 $14,415.44
   Balance in High Interest Savings account $15,087.95
   Balance in uniform shop account $1,432.33

   As per prior month; note that $5000 of this is from OSHC and is yet to be passed onto MWSS for the new school seating. Also $840.20 as per above is to be paid back to year 7 social.

   **OTHER NOTES RE ACCOUNTS:**
   1. MYOB has now been updated in OSHC and rolled over for year-end purposes and payment summaries produced.
   2. BAS for June will be lodged this week and refund will be due to P&C for 3 months. BAS prepared and will be lodged this week for 12 months to December 2013 and 12 months to December 2012. Yvonne is currently working on 2011. Total to date is $14,900. A fantastic effort and huge thanks to Yvonne for working on this.
   3. Float to be obtained as part of trivia night organisations. $150 cheque signed.
   4. Have had meetings with uniform shop to establish cashflow and try to order based on expected requirements and bank balance.

   Yvonne moved the motion to accept the Treasurer’s report. Lesley seconded. All in favour. Carried

7. **Sub-Committee Reports**

   **Swimming Club:**
   No report this meeting

   **Tuckshop:**
   a) P&L provided. Tanya will review in detail with Bev.

   **Outside School Hours Care:**

   **MAIN ACCOUNT**
   Balance as at 30/06/2014 $26,900.01

   **SPECIAL ACCOUNT**
   Balance as at 30/06/2014 $15,896.09

   **TERM DEPOSIT**
   Maturity Date 12/09/2014 $25,000.00
   Maturity Date 12/09/2014 $5,054.69

   a) GST refund work as mentioned previously in Treasurer’s report
   b) New computers have arrived. Homework area is being set up with internet access.
   c) QuikKids web based implementation is in progress. Target is to be ready for new school year in 2015.
   d) Plan to move to online statements rather than paper based. Currently in the process of
checking all parent emails are up to date, to make this process work.

e) Vacation care - Excellent two weeks. Australia zoo trip was the highlight and was very well received. 56 kids attended.

8. **Other Activities**

**Uniform Shop**

a) Placed orders for Father’s day stall merchandise

b) Projected sales for next 12 months complete, with positive cash flow

c) School bags, library bags and swim bags will be arriving next month with payment due in November.

d) Lyle to provide office with new Uniform Shop price list - needed for Enrolment packs

**School Banking**

No report this meeting.

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

9. **Principal’s Report**

The Principal’s Report for 17th July 2014 was tabled by Petra (Deputy Principal), with specific points mentioned in report, as follows:

a) School Annual Report 2013 - tabled. Lots to celebrate.

b) Curriculum coach, Petra Von Richter, is continuing to support teachers to implement the Australian curriculum. Geography has been implemented very confidently this year.

c) ‘Reading to Learn’ cycles are now a feature of every classroom. Parent Education programs - ‘reading to learn’ process - to begin Term 3

d) NAIIDOC WEEK event: Friday July 25th, Natjul Indigenous Performing Arts [www.natjul.com](http://www.natjul.com) will be presenting activity sessions for our students. The sessions include indigenous dance, song, storytelling, art and cultural awareness. This event is free and parents and younger siblings are most welcome to attend. Parade will also be moved to Friday July 25th instead of Monday July 21st for this week only to showcase Indigenous culture.

e) Recent Discipline Audit - focused on how consistently we are putting into practice our school programs and behaviour choices. Received a ‘high’ for every criteria. Auditor said our Bronze, Silver, Gold & Behaviour plan were the best he had seen. We can achieve ‘outstanding’ by having every student and staff member do everything consistently plus have as many families as possible fully involved with our school and its processes.

f) Athletics Carnival and Ballgames events were a great success and very well attended by parents.

g) Principal coaching - continuing - Lisa Morrison.

h) Reading to Learn training continued this week with 2 big sessions - 12-6pm. Tuesday and Thursday. The focus was grammar and numeracy language

i) Erin McNeil has replaced Jeannette MacGregor as French teacher. Erin teaches 3 days at Wynnum SHS and will work 2 days per week at MWSS.

j) Our Special Education Teacher roles have changed with Jasmine Batchelor taking up a full time role and Alison Boardman in this position for one day per week.
k) **GET STARTED** - $150 voucher for sporting fees - eligible children and young people are provided with a voucher of up to $150 to help pay for club membership and/or participation fees. The vouchers can be redeemed at a sport or recreation club registered with the program. Round 4 opened this week on 15 July 2014. For further information about Get Started, visit the website at [www.nprsr.qld.gov.au/getinthegame](http://www.nprsr.qld.gov.au/getinthegame).

l) **Enrolment Sessions** - P&C Execs invited to attend - Thurs Aug 14th 5-6pm and Fri 15th Aug 930-1030am

m) Prep sandpit - cover was purchased and then stolen over the school break. Currently replacing this.

n) This week our school received a very generous donation of a huge 6x3m marquee from local community business, Harcourts Green Living.

o) Pool upgrade almost complete. Painting of pool surface in progress.

p) Outdoor seating / outdoor learning spaces - tender has been sent out and quotes are coming in.

q) Shade sails for the pool and the middle oval playground - next focus. Grant application to be done by parents/staff group for middle oval.

r) School Budget and Independent school information circulated.

Robyn thanked Petra on behalf of the P&C members.

10. **Music Report**

   a) Intermediate band camp will take place at the end of this term - more information to follow.

11. **President’s Report**

   No report this meeting.

12. **Fundraising/Social Events**

   a) **WOW Festival** - Saturday 15th August 2015 - preparations to commence in September 2014.

   b) **Entertainment Books** - There are 30 outstanding books - Robyn will get list to Lynda/Deb and chase

   c) **Trivia Night** - Friday 22nd August 2014 730pm

      i. We agreed that we would have a themed night - 70s and 80s theme

      ii. Hazel offered to provide flyer and questions from her previous P&C Trivia Night. Rosie to prepare flyer to be circulated via email and posted up around the school newsletter.

      iii. Request for raffle prizes and volunteers for the night has gone in the school newsletter.

      iv. As the hall is being used for karate lessons on Friday afternoons, we will not have access until 430pm. All volunteers are requested to meet at hall at 430pm to arrange tables and set up bar area.

   d) **Family Portrait** - Term 4 fundraiser. Will be good Xmas presents. Information to parents to go out at the beginning of next term. Discuss in September meeting.
13. **General Business**

   a) Online Ordering system - to be discussed at next meeting
   b) P&C President Succession planning - Nominations required for Special meeting to be held at our next P&C meeting on 21st August.
   c) P&C Promotion - Coffee van for staff and parents sponsored by the P&C. Tuesday 29th July (230pm - 330pm) and Friday 15th August (830am - 930am prior to Enrolment session)

14. **Applications for membership and recording of new members**
   New membership form was received from Hazel Walsh. She will be added to the P&C Member register and P&C email distribution list for 2014/2015.

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

    The next General P&C Meeting will be held in the Administration Block on the 21st August 2014 at 630pm.

    Meeting closed at 8.00 pm.

Rosie O’Toole
MWSS P&C Secretary