

Mooloolah P&C Meeting: Wednesday 20th March 2013

MARCH 20 2013

Attendance: Selina Stewart, Jess Parry, Kylie Gillespie, Vanessa Hayman, June Lewis, Michele Brown, Ty Douglas, Jaclyn Lewis, Shona Hume, Lisa West, Michelle Lencz, Belinda Mewes, Dawn Osborne

Apologies: Sally Gassner, Jenny Wilson, Marlee Christie, Rachael Muller

Meeting opened 8pm by Jess Parry, Vice President.

February minutes were emailed previously and read by all. Jess moved that the February minutes be approved as true & correct. Lisa seconded. All carried.

Business Arising

- **Tuckshop Oven:** Michele Brown asked if oven serviced. June Lewis reported still waiting.
- **Play group:** Lisa West reported that Playgroup was commencing meeting in OSHC building in Term 2 on Wednesdays at 9.30am.
- **OSHC Staff Positions:** Job descriptions completed, positions advertised and filled. Belinda Mewes is Coordinator, Michelle Lencz is Assistant Coordinator. These contracts are to be finalised with new P&C Executive.
- **Canberra Trip:** this is not going ahead in 2013 due to inability of families to commit to costs. Students will do alternative learning excursions to Brisbane Parliament House, etc.
- **Special Executive meeting regarding the Bush Dance** was conducted, and wrapped up details for this Friday night March 22 Bush Dance.
- **Paula Barrett program for parenting** still to be looked into. Michele has included it in the four year plan.

Correspondence

- P&C QLD package received
- Insurance for Students package received - for inclusion in newsletter for parents.
- Emails received for financial training for P&C Executive

Principal's Report

There was no official report but plans for submission were presented (see attached):

- 2013 Annual Implementation Plan, ready for submission, was presented. This follows on from the completed Quadrennial Review.
- Draft plan for next 4 Year School Plan 2013 – 2016, based on the Triennial School Review 2010 – 2012 was presented.

Michele asked all present to read in own time and see or email her for discussion if needed.

Michele asked everyone to read the proposed Vision Statement and consider it:

"At Mooloolah State School, we enhance the lives of students by embracing diversity and providing academically, socially and culturally enriching experiences in order to empower our students with the skills to become enlightened global citizens."

The Vision statement was discussed briefly and feedback was positive.

Michele moved that the plans presented were accepted. Selina seconded. All carried.

Treasurer's Report

Vanessa Hayman reported that she needed to move 2 motions:

1. Treasurer to be able to pay for purchases progressively, and
2. All additional payments to be tabled for presentation and approval at P&C meetings.

Vanessa moved those motions be accepted. Jess seconded. All carried.

- \$12058.88 is current balance with a couple of payments to come out.
- Insurance payment is one of these necessary payments. Continuing to look into the value of contents coverage for presentation at next meeting.
- Auditor's bill of \$880 was significantly increased since last year. Vanessa moved that this payment be made. Jess seconded. All carried.
- Chaplaincy operates through SU central office. On Friday night Vanessa has to pay the band for the bush dance \$750. Vanessa asked if the P&C can cover this amount and be refunded once monies raised are totaled and payments can be refunded through the Chaplaincy Account through SU. Also Chaplaincy committee cannot run the raffles or lotto or liquor sales so P&C need to decide about whether to separate funds collected to count and bank them separately.

It was agreed that P&C should cover all purchases and collect all monies raised together, and makes a calculated donation back to chaplaincy once all payments and costs are finalised.

- Term deposit money now at about \$10,500, matures on April 9 and will automatically roll over at the best interest rate if we are in agreement. All in agreement.
- Executive decision made recently, that a fridge was purchased for the old tuck-shop area which is the P&C storage area. Cost was \$811 and it is to be delivered tomorrow & will store P&C consumables away from Tuckshop space.
- Michele purchased a new esky for the P&C at cost of \$250.

Chaplaincy Committee

- Vanessa welcomed new member Dawn.
- New Chaplain Mark is working well in his new tasks.
- Chaplaincy Account stands at \$6774.34 with camp payments still to be finalised.
- Fridays bush dance is hoped be a great success and a good financial outcome will take pressure off the remainder of the year and the team for fundraising. Funds raised supplement Chappy's wage (5 days fortnight 4 days paid by SU and 1 day paid by Chaplaincy committee).
- Chaplaincy committee would like to contribute back to P&C for their support, and intention is to have plants potted, clay plates made by students, some baking done and bagged for purchase for Mother's Day stall.

Vanessa Hayman moved that her Chaplaincy Committee report be passed as presented. Kylie seconded. All carried.

OSHC Report.

- **Attendance** has been good: 22-24 most afternoons 12-14 most mornings
- **Fundraising:** Soccer table raffle money and tickets to be collected. Chocolate boxes arriving tomorrow for sending home for Easter.
- **Housekeeping:**
Insurance: estimate of contents value attached for insurance purposes for P&C about \$25K.
Sandpit: sail and sand replacement process ongoing.
- **Active After School:** Dance & hockey are will be offered in Term 2.
- **Holidays:** planned activities for approval tonight so they can be advertised. Marine animals theme for an Underwater World incursion with Glenview.
- **Staffing:** New positions advertised and filled. Belinda Mewes is Coordinator and Michelle Lencz is Assistant Coordinator. Belinda now in process of training Michele in more areas of coordinator's role.
- **Play Group:** commencing use of OSHC facility on Wednesdays at 9.30am in Term 2. Still some documentation to be put into place. Lisa will be working with Belinda regarding the new shed for use for some storage.
- **Student:** OSHC is hosting a student this week for school-based work experience.
- **Computer:** new internet connection is done but there is a problem with the computer. Belinda said Essential Computers predicted that cost to repair would be minimal.

Belinda moved a motion that the holiday schedule be approved, computer be repaired by Essential Computers and that her report be accepted as read. Lisa seconded. All carried.

Uniform Shop Report

- \$1705 deposit this week but uniform payments still to be made.

Jess moved that this report be accepted. Selina seconded and all carried.

Fundraising Report

- **Term 1 Fundraiser:** Bush Dance is this Friday night. Lots of great raffle prizes to be won.
- **Term 2 Fundraisers: Mother's Day Stall:** Chappy is working with students to make items for sale and Selina will help. Flower bulbs potted. Selina asked if the P&C thought there was a need to purchase some items to supplement the produce. Shona mentioned a group that does Mother's Day stalls and donates back to school. Selina asked that Shona provide the details and contacts.
Others: Disco, Bunnings and Harley Owners Group fun-run in planning. Shona asked for a date for the Bunnings stall - none yet. Selina will follow thru. Michele requested a full year of fundraising schedule so that teachers can plan and incorporate any special student requirements into their curriculum activities.

Selina moved that the report be moved as read and accepted. Kylie seconded. All carried.

Tuckshop Report

No report, but June Lewis thanked everyone for their help and hoped to continue to have more help in the coming year.

General Business

- Lisa West asked if bonus payments from banking goes to the school or the P&C. She questioned if we need to elect bank officers in the AGM if the roles and money are not part of the P&C. Lisa will check the details of this with the bank.
- Selina Stewart brought up that the fresh painting looks great, but some parents have asked if there can be artwork put up. Michele advised that the new paint was bright and fresh, and most people seemed satisfied with that for now.
- Tuckshop loss of food during the black-out in January has an excess of \$150. Paperwork is being processed for the insurance claim.
- Shona Hume brought up the idea of a morning tea to introduce new parents to the workings of the P&C and inviting them to come to events and meetings. Shona will look further into this idea and report back.
- Lisa West asked if P&C meeting days & times should continue as they presently are. Options were discussed and general consensus passed that Wednesday nights are still best for the majority. There is intention to be very strict with the agenda and discussions. Reports to be emailed to Jaclyn by the Monday of the meeting week, and everyone will need to review the reports prior to the meeting. Business arising from each report will be discussed upfront and then general business will follow.

Next meeting is Wednesday April 17 at 7pm.

Meeting closed at 9.37 pm