CHAPEL HILL STATE PRIMARY SCHOOL

Parents and Citizens' Association

STRIVING FOR EXCELLENCE

GENERAL MEETING MINUTES

Details	Tuesday, 15 February 2022	8:05pm	Conference Room 2 (*on the admin side of the Resource Centre*).

Agenda items		Details
General	Open and welcome	• Welcome. • **Apologies:** Emma Doolan, Amanda Merrick, Ian Burns
Previous meeting minutes	Secretary's report	• **Motion:** That the previous P&C Minutes from November 2021 are accepted as a true and accurate record of the previous General Meeting. **Moved:** Penelope Jessup; **Seconded:** Stewart Jones; **Passed.** • Correspondence received via Secretary – see Attachments 1.2, 1.2.2 and 1.2.3 • Decisions between meetings – see Attachment 1.4 • Action items from the previous General Meeting – see Attachment 1.3
Executive presentations	President's report and Admin report	• **Full report**: None • **Noted**: Outgoing Vice President noted that the P&C received a grant of $2,000 under the 2021 Volunteer Grants program – see Attachment 1.2.2. The grant will be spent on the PA system. • **Action**: Work with Tal Mitchell to $2,000 under the 2021 Volunteer Grants grant for volunteers donated to school and topped up for PA Working with Tal Mitchell regarding $2,000 for PA system.
	Treasurer's Report	• **Full report**: None • Treasurer presented the final accounts for 2021 – see Attachment 3 • **Noted**: Auditors to be paid as previously approved. • **Motion**: That the P&C authorize the Treasurer to approve and pay P&Cs Queensland Membership and Insurance in the sum of $2,521.39. • **Moved**: Lisa Barham; **Seconded**: Matt Butcher; **Passed.**
School presentations	Principal's report	• **Full report**: See Attachment 4 • The Principal noted the following: ○ Covid – Start to Term 1 was delayed by two weeks. During that time, children of essential workers requiring

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Agenda items	Details
	attendance at school numbered approximately 30 to 40. Curriculum adjustments have been managed well. ○ Parent information evening – Not occurring this year but parents will have access to a PowerPoint with all the relevant information which will be delivered via email and website access. ○ Admin Building refurbishment – Administration Building will be out of bounds during the refurbishment. Carparks will be inaccessible other than the Principal's carpark and disabled spaces.
Deputy Principals' Reports	Janet Hoek (by phone): • Good start – Teachers were well prepared for the start of the year. There has been good cooperation from parents and children. Pick up for Preps to be modified from Thursday. • Class Parent Reps – Teachers have requested that there be a single CPR contact point as multiple CPRs are difficult to manage. Carene Hogg confirmed that there would be a training session for CPRs where this could be addressed. Tal Mitchell: • PBL Committee – Committee looks at behavior data from various schools to understand issues which might occur at CHSS. • Interschool sport – Scheduled for weeks 5 to 8 of Term 1 and the first two weeks of Term 2. • Assemblies – Run via Teams. Induction ceremonies delayed with a view to an in-person event. • Student wellbeing hub – Second year running. Students are on individual learning plans and can access the hub before and after school. • Solar Buddy Challenge (Year 4) – To be held on the last Thursday of Term 1. Proposed that the whole school wear yellow and seek 50% contribution from Kenmore Rotary. **Motion**: That the P&C approve a free dress day at the end of Term 1. **Moved**: Tal Mitchell; **Seconded**: Penelope Jessup; **Passed.** • Denise and Bruce Morcombe visit – Delayed to Term 2. • Cross country – Scheduled for end of Term 1.

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		Action: The Events Committee to coordinate with Tal whether the Colour Run should be on the same day as cross country. • Karen Young mental health talk – Likely in Term 2 or 3. • Flock of Friends (run by Year 5s) – Starting Monday at the Adventure Playground or Rainforest Area **Action**: Tal to publicise the scheme to parents (e.g. in school newsletter). Rysia Pritchard (by phone): • Walker Learning – Fully implemented for Years 4 to 6. • BYOD – Fully implemented for Years 5 to 6. Positive feedback from parents. Only two students require school devices. Spare devices are available to minimise disruption to learning in the event of IT issues. • Parent cybersafety awareness – Dates in the newsletter. • Late start to school – Curriculum structured so that students have multiple opportunities to address assessable elements meaning no disadvantage. Curriculum maps will be available on the website at the end of the month.
	Chaplaincy Report	• Chappy Carolyn presented on the Therapy Dog Program which was then discussed: ○ Therapy dog at school concept is being progressed. ○ Puppy has been purchased and is in training with Chappy Carolyn. ○ General support from the P&C. ○ Children's choice will be central to the program including where children/parents have reservations due to past traumas. ○ There will be further consideration of the program and transitioning program in the coming months. ○ Funding from Scripture Union's Local Chaplaincy Committee to partially fund expenses with potential school funding to be considered down the track. The P&C was supportive of potential fundraising via Subway or sushi.
Operational presentations	Building and Grounds report	• **Full report**: See Attachment 5 • Uniform shop – Shop shell delivered with fitout to come. • Hall cooling – Big Ass Fans option of two fans for better air flow. No issue with drop net dividing the hall but basketball pulley system will need to be modified which is not in the quote.

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		Motion: That the P&C agree to accept the quote for installation of two Big Ass fans for $33,000 plus up to $3,000 to move the basketball system. **Moved**: Mel Venz; **Seconded**: Sally Herrett; **Passed.**
	Events	• **Full report**: See Attachment 6
	Class Parent Rep	• **Full report**: See Attachment 7
	Other	• Nil
Next meeting		• Next P&C Meeting date 8 March 2022 • **Meeting closed:** 9:27 pm

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GM Attendance Register – 15 February 2022 (adults present)

Name	Present	Apology
Adam Jenkins	x	
Amanda Merrick		x
Amber O'Neill		
Binny De Saram	x	
Carene Hogg	x	
Carolyn Harris (Chaplain)	x	
Coralie McKeon	x	
David Fearn	x	
Emma Doolan		x
Emma Whitby	x	
Ian Burns		x
Janet Hoek (Jnr Deputy Principal)	x	
Janie Fountain	x	
Kristina Wogandt (a/g Deputy Principal)		
Lisa Barham	x	
Lyndal Dobbs (Business Admin)		
Matt Butcher	x	
Mel Venz	x	
Melissa Wheaton	x	
Michelle Seymour		
Natasha Devos	x	
Oriel Morrison	x	
Penelope Jessup	x	
Rebecca Kierle		
Ruth Bradbury	x	
Rysia Pritchard (Jnr Deputy Principal)	x	
Sally Herrett	x	
Sam Bysouth	x	
Stanley Kierle	x	
Stewart Jones (Principal)	x	
Tal Mitchell (Snr Deputy Principal)	x	
Val Balnave (Bevege) (Hn Life Member)		
Victoria Strodl	x	
Dr Christian Rowan MP	x	
Vivek Kr Gupta	x	

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Action Items from 15 February 2022 General Meeting

Type	Assigned to	Description	Status
Existing	Katie Denzin	Working with subcommittees over coming months to go through and transfer P&C records and data to the Google drive.	In progress.
Existing	Stewart Jones	Speak to the School Admin team to prepare a sign for placement on the Recycling Bins informing the community of this P&C initiative.	In progress.
Existing	Stewart Jones, Lyndal Dobbs	Consider options and implement a safe and sightly option to rectify the cutouts near the front entrance of the School (Ironbark Rd entrance).	In progress – temporary paving completed for immediate safety purposes; final fix in progress.
New	P&C Executive Committee	Work with Tal Mitchell to $2,000 under the 2021 Volunteer Grants grant for volunteers donated to school and topped up for PA Working with Tal Mitchell regarding $2,000 for PA system.	In progress.
New	Events Committee	The Events Committee to coordinate with Tal whether the Colour Run should be on the same day as cross country.	In progress.
New	Tal Mitchell	Tal to publicise the scheme to parents (e.g. in school newsletter).	In progress.