

CHAPEL HILL STATE PRIMARY SCHOOL

Parents and Citizen's Association



GENERAL MEETING MINUTES

Details

Tuesday 13th June 2017

Recorded by: Jess Anderson (Secretary)

Item

Notes

General

Open and welcome

Meeting commenced at: 7:36pm

Previous minutes acceptance

Motion: That the previous minutes be accepted as true and accurate record of the previous meeting with note of the above-mentioned amendment. **Moved:** Ken Allen **Seconded:** Stewart Jones **Passed.**

Executive Reports

President's/Vice Presidents report

Previous action items discussion:

- Rachel's Chaplaincy work place has been endorsed
- Ken has discussed the P&C of the Year video with Inge

Action: P&C of the year Award, please send pics of P&C events to Ken – **Urgent**

Ken gave President's report:

- Report circulated
- Ken, Stewart met with Alan Hoban about Nature Play development (Environmental Engineer)

Motion: that P&C approves funding of \$2050 (incl GST) to replace outdated and broken air conditioner / heater in the Withdrawal Room. **Moved:** Octavia Vaughan **Seconded:** Guy Johnson. **Passed.**

Secretary report

Jess gave Secretary's report:

- Correspondence noted
- Apologies noted

Treasurer's report

Leah gave the Treasurer's report, refer to emailed financial reports.

- See attached report
- \$13,000 donation made to the school
- Mother's day stall raised \$3,100
- Sausage sizzle raised \$1,300

Motion: to approve financial reports for May 2017 **Moved:** Leah Woodward **Seconded:** Octavia Vaughan **Passed.**

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Subcommittee Reports	
Tuckshop	Jess spoke on behalf of tuckshop <ul style="list-style-type: none">Report circulated
Uniform shop	Leah spoke on behalf of Uniform shop <ul style="list-style-type: none">Albert software is now up and running – Fast and reliable EFTPOS now available Action: Leah to retest Kounta software <ul style="list-style-type: none">Special thank you to outgoing volunteers Marcio and Sharon for their volunteer commitments to the uniform shop. Action: Leah to submit thank you note to Sheridan for newsletter submission. <ul style="list-style-type: none">Excess stock of Size 14 polo shirts and Size 2 skorts purchased more than 12 months ago. Looking for options to move this stock – discussion. Action: Leah to ensure a sale price for size 2 skorts is promoted at the upcoming Prep information day. Motion: P&C permission granted to heavily discount the above-mentioned sizes in an attempt to shift stock numbers Moved: Leah Woodward Seconded: Guy Johnson Passed. Motion: permission given to order uniforms for incoming preps up to \$18,500. Moved: Leah Woodward Seconded: Octavia Vaughan Passed.
Events	Octavia spoke on behalf of Events <ul style="list-style-type: none">Disco this weekendTrivia night coming up 21st July
Buildings & Grounds	Guy spoke on behalf of Buildings & Grounds <ul style="list-style-type: none">Casual hire of courts currently being handed over to schoolWorking bees – approval required to send out a Survey Monkey for preferences<ol style="list-style-type: none">Time framesParents only or parents & kidsGrade specific?What people would like to see done Motion: that P&C approves the above survey monkey to send out to school community in relation to working bees. Moved: Guy Johnson Seconded: Octavia Vaughan Passed. Motion: that P&C approves funding up to \$15,000 to gather quotes and proceed with installing appropriate shade sails in the Prep play area and that a suitable tree be planted to replace the one removed. Moved: Guy Johnson Seconded: Leah Woodward Passed.

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Grants	<p>Leah spoke on behalf of Grants:</p> <ul style="list-style-type: none">• Report circulated• Decided against nominating for the Yates Land Care Grant due to short time frames.
School Reports	
Principal's report	<p>Stewart spoke through Principal's Report:</p> <ul style="list-style-type: none">• Hard copy of report circulated• School council requirement for Independent Schools – minimum 6 members. Looking to call for nominations for 2 parents. Information distributed shortly.• Voluntary cash contribution to the school, looking to release this document to parents in Semester 2.• Departing staff this term – Rhonda Martin and Sarah Hurley. <p>Motion: motion of appreciation for outgoing staff Rhonda Martin and Sarah Hurley, for their services to Chapel Hill State School. Moved: Stuart Jones Seconded: Leah Woodward Passed.</p> <p>Motion: P&C endorses the 2017 parent voluntary contribution scheme to be released in Term 2, to parents. Moved: Stewart Jones Seconded: Guy Johnson Passed.</p> <ul style="list-style-type: none">• Active Travel – Feet first BCC Bike skills is on this coming Friday 21/30 spaces filled.• Stewart re-designing turning circle drop zone to extend back 2 extra car spaces, unsuccessful in gaining additional EQ funding for this project extension.• Student council initiative - next state of Origin day Free Dress - Wednesday 21st June – gold coin donation. <p>Action: Viktoria to add Free dress information to FB page and distribute via parent reps.</p>
Vice Principal's Report	Nil
Excursions	<p>Val spoke through school excursions:</p> <ul style="list-style-type: none">• Report circulated for Term 3• Senior Sports Day Tuesday 11th July first day back of term 3. <p>Motion: that school events and excursions be approved by the P&C Moved: Val Balnave Seconded: Octavia Vaughan. Passed</p>
Other business	

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Item	Notes
New Items	Nil
Close out	
New memberships	Nil
Thanks and close	Next meeting: Tuesday 11th July 2017 Meeting concluded at: 8:57pm (1hr, 21mins). (Ex-procedural) Motions: (Passed: 7 / Unsuccessful: 0) New Actions raised: 5 (refer to below) Held over actions: 0 (refer to below)
-- END --	

13th April 2017 Action items (5)

Subject	Who	Action Detail
Free Dress Day	<u>Viktoria</u>	Circulate details via parent reps and social media.
Uniform shop	<u>Leah</u>	to ensure a sale price for size 2 skorts is promoted at the upcoming Prep information day.
Uniform shop	<u>Leah</u>	Submit thank you note regarding Sharon & Marcio's departure to Sheridan for newsletter submission
Uniform shop	<u>Leah</u>	Retest Kounta software now that can use Tuckshop wifi
P&C Awards	<u>Everyone</u>	Please send pics of P&C events to Ken – Urgent

Held over (nil)

END

