

# CHAPEL HILL STATE PRIMARY SCHOOL

## Parents and Citizen's Association



### GENERAL MEETING MINUTES

#### Details

Tuesday 12<sup>th</sup> September 2017

Recorded by: Jess Anderson (Secretary)

#### Item

#### Notes

#### General

##### Open and welcome

Meeting commenced at: 7:31pm

Welcome guests Shelley, and Tony and Henry from Cubberla-Witton Catchments Network

##### 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:** Jess Anderson **Seconded:** Sally Herrett **Passed.**

##### New Item

Tony & Henry (Cubberla-Witton Catchments Network) spoke about developing a kids environmental club at school. This group is very involved with student groups, community events and workshops.

- Can help with erosion issues at the school to avoid soil going down drains – appropriate planting.
- Can link us with the bush care groups in the area
- Can provide support with curricular activities
- Can assist with native edible food gardens and enhancing plants
- Parents can get involved in Bushcare groups at the school
- Other schools have had success with classes and year levels looking after particular areas.
- Looking to link nature play with edible gardens and the overall garden plan for the school.

**Action:** Jess to speak with Tal and meet again with CWCN + interested parents and teachers.

#### Executive Reports

##### President's/Vice Presidents report

Ken spoke on behalf of President / Vice Presidents:

- Previous action items
- Thanked everyone involved in our fantastic fete
- Further discussion for garden working bees held over to next meeting

# CHAPEL HILL STATE PRIMARY SCHOOL

## Parents and Citizen's Association



### GENERAL MEETING MINUTES

Item	Notes
	<ul style="list-style-type: none"><li>• Nature play date for community forum not yet decided</li><li>• Quote obtained by Lyndal for prep shade sail. Agreed to go ahead – motion passed previous meeting</li></ul> <p><b>Action:</b> Lyndal to progress shade sail construction</p>
<b>Secretary report</b>	Jess gave Secretary's report: <ul style="list-style-type: none"><li>• No Correspondence noted</li><li>• Apologies noted</li></ul>
<b>Treasurer's report</b>	Leah gave the Treasurer's report, refer to emailed financial reports. <ul style="list-style-type: none"><li>• Printed reports circulated</li><li>• Fundraising pie drive raised \$430</li><li>• Discussion around placing \$100,000 in a fixed term deposit</li><li>• Fete was very successful – approximately \$51,000 minimum to date</li><li>• Trash &amp; Treasure performed exceptionally well, bar performed well</li></ul> <p><b>Motion:</b> to put up to \$150,000 away in a term deposit up to 6 months with the option to split into 2 terms depending on rates. <b>Moved:</b> Leah Woodward <b>Seconded:</b> Jane Hallam <b>Passed.</b></p> <p><b>Motion:</b> to approve financial reports for August 2017 <b>Moved:</b> Leah Woodward <b>Seconded:</b> Jane Hallam <b>Passed.</b></p>
<b>Subcommittee Reports</b>	
<b>Tuckshop</b>	Jess spoke on behalf of tuckshop <ul style="list-style-type: none"><li>• Report circulated</li><li>• New radio purchased for \$20</li><li>• Broken glass in pie warmer being repaired by Brisbane Glass at a low rate to support their local P&amp;C.</li><li>• One new volunteer this month – Welcome Sally</li></ul>
<b>Uniform shop</b>	Leah spoke on behalf of Uniform shop <ul style="list-style-type: none"><li>• Discussion and decision to discontinue stocking lycra swim caps</li></ul>
<b>Events</b>	Jess/Leah spoke on behalf of Events. <ul style="list-style-type: none"><li>• Father's day stall success – final figures TBA</li><li>• Special thank you to parent volunteers involved</li></ul>

# CHAPEL HILL STATE PRIMARY SCHOOL

## Parents and Citizen's Association



### GENERAL MEETING MINUTES

Item	Notes
	<p><b>Action:</b> to discuss school art show planning for Term1, 2018.</p> <p><b>Action:</b> Val to advise Pep Gymnastics the November date for Art Show is no longer reserved in the hall.</p>
<b>Buildings &amp; Grounds</b>	Melissa (apology) has forwarded proposed ideas for next working be at end of Year 3 building. To be discussed further at next GM
<b>Fete</b>	Octavia spoke on behalf of Fete Committee: <ul style="list-style-type: none"><li>• Thank you to all involved</li><li>• Discussed earlier in treasurer's report</li></ul>
<b>Grants</b>	Monique spoke on behalf of Grants. <ul style="list-style-type: none"><li>• Report circulated</li></ul> <p><b>Action:</b> Stewart to follow up with Regional Facilities for more detailed feedback for Monique regarding failed BCC School Sport &amp; recreational facility upgrade grant.</p>
<b>School Reports</b>	
<b>Principal's Report</b>	Stewart spoke though Principal's Report: <ul style="list-style-type: none"><li>• Wakakirri team are through to the state finals!</li><li>• Campbell sisters will be attending the event</li><li>• Trialing a different swimming carnival plan next term – to run the day in 2 halves. Yr 3-4 morning; Yr 5-6 afternoon. Parents welcome.</li><li>• Athlete Development Program – looking to implement again in 2018</li><li>• Planning to add 2 additional classrooms in the school grounds. Purpose to shuffle existing classes to provide one central location for learning support services.</li><li>• See attached report</li><li>• Proposal to purchase 56 iPads – 1 full class set for each year level – long discussion around cost and benefit. iPads will be an integral part of the Walker Learning Program.</li></ul> <p><b>Motion:</b> that the P&amp;C contribute to the purchase of 56 iPads up to the value of \$28,000 <b>Moved:</b> Stewart Jones <b>Seconded:</b> Octavia Vaughan <b>Passed.</b></p>
<b>Deputy's Report</b>	Rysia spoke to Junior Deputy events. <ul style="list-style-type: none"><li>• Prep-Yr 2 Christmas concert date will be Thursday 30<sup>th</sup> November 5pm</li></ul> <p><b>Action:</b> Ken and Rysia to discuss P&amp;C's commitment to help promote P-2 Christmas Concert.</p>

# CHAPEL HILL STATE PRIMARY SCHOOL

## Parents and Citizen's Association

---



### GENERAL MEETING MINUTES

Item	Notes
<b>School Banking</b>	<ul style="list-style-type: none"><li>• Position vacant for 2018 School banking co-ordinators</li><li>• Approval given to Jane to promote the co-ordinator roles</li></ul> <p><b>Action:</b> Jade / Vik To assist with raising interest for all known available roles for next year (including Exec roles and School Banking)</p>
<b>Other business</b>	
<b>New Items</b>	Belinda Fox has offered to help with Music uniforms – Thank you Belinda.
<b>Close out</b>	
<b>New memberships</b>	Nil
<b>Thanks and close</b>	<p><b>Next meeting: Tuesday 10<sup>th</sup> October 2017</b></p> <p>Meeting concluded at: 9:09pm (1hr 38minutes).</p> <p>(Ex-procedural) Motions: 2 (Passed: 2 / Unsuccessful: 0)</p> <p>New Actions raised: 7 (refer to below)</p> <p>Held over actions: 0</p>
<b>-- END --</b>	

# CHAPEL HILL STATE PRIMARY SCHOOL

## Parents and Citizen's Association



### GENERAL MEETING MINUTES

#### 12<sup>th</sup> September 2017 Action items (7)

Subject	Who	Action Detail
Gardens	<u>Jess Tal</u>	to meet again with CWCN + interested parents and teachers.
Grounds	<u>Lyndal</u>	To progress quote for construction of shade sail over prep playground
Art Show	<u>General</u>	To discuss school art show planning for Term1, 2017 next meeting – to discuss as part of strategic planning for 2018
Hall	<u>Val</u>	to advise Pep Gymnastics the November date for Art Show is no longer reserved in the hall.
Grants	<u>Stewart</u>	to follow up with Regional Facilities for more detailed feedback for Monique regarding failed BCC School Sport & recreational facility upgrade grant.
Concert	<u>Ken Rysia</u>	to discuss P&C's commitment to help promote P-2 Christmas Concert.
P&C roles	<u>Vik Jade</u>	To assist with raising interest for all known available roles for next year (including Exec roles and School Banking)

**Held over (nil)**

# CHAPEL HILL STATE PRIMARY SCHOOL

## Parents and Citizen's Association



### GENERAL MEETING MINUTES

#### Attendance Register – 12<sup>th</sup> September 2017 (20 present)

Present	Apology	Name
x		Ken Allen
x		Jade McCleave
	x	Dean Newbery
x		Leah Woodward
x		Jess Anderson
		Martine Waters
		Victoria Holston
		Cassie Wood
		Owen Macone
		Adam Bessell
x		Jane Hallam
		Ben Purssey
	x	Melissa Braun
	x	Sally Bryant
		Louise McPherson
		Jenny Strodl
		Cara Roach
		Andrew Roach
	x	Nissa Venton
x		Cal Winckel
		Mia Leslous
x		Monique Mayze
x		Octavia Vaughan

Present	Apology	Name
x		Val Balnave (Hn Life Member)
	x	Tal Mitchell (Snr Deputy Principal)
x		Rysia Pritchard (Jnr Deputy Principal)
	x	Janet Hoke (Jnr Deputy Principal)
x		Stewart Jones (Principal)
	x	Guy Johnson
x		Belinda Fox
	X	Viktoria Rice-Allen
		Carmen Spry
x		Lyndal Dobbs
		Ian Ruthenberg
		Sally Warren
	x	Strachan Kosanovic
x		Rachel Palmer (School Chaplin)
x		Erin Schon (Helping Hands)
x		Sally Herrett
	x	Carl Robertson
x		Robin Hutchinson (Guest)
x		Shelley Walton (Guest)
x		Henry Camacho (Guest)
x		Tony Pressland (Guest)