

CHAPEL HILL STATE PRIMARY SCHOOL

Parents and Citizen's Association



GENERAL MEETING MINUTES

Details

Tuesday 14th November 2017

Recorded by: Jess Anderson (Secretary)

Item

Notes

General

Open and welcome

Meeting commenced at: 7:35pm

Welcome Troy from SU – Chappy Rachel's manager; Welcome Binnie (new member)

Previous minutes acceptance

Amendment note: Monique was absent and did not present the Grants report last month.

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:** Jade McCleave **Passed.**

Executive Reports

President's/Vice Presidents report

Ken spoke on behalf of President / Vice Presidents:

- Previous action items
- Thank you's nominated around the room by members for efforts by others throughout the year

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.

- Printed reports circulated
- Paid for the 56 iPads and Prep shade sail this month
- Tuckshop and uniform shop profit similar YTD as 2016

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

Subcommittee Reports

Tuckshop

Jess spoke on behalf of tuckshop

- Profit on track similar to this time last year
- Thank you Sally H for stepping in as our back up convenor as required
- Nacho Days all set – 7 volunteers for each day

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Uniform shop	<p>Leah spoke on behalf of Uniform shop</p> <ul style="list-style-type: none">• Now have plenty of volunteers for Wednesdays and Prep transition days• Supplier error with latest batch of polo shirts – have been sent back• Choosing to use Tudor as a supplier, cost is higher. <p>Motion: that P&C supports the decision to use local supplier Tudor to produce our polo shirts at a cost of \$32 retail (from \$25) effective 1st January 2018 Moved: Leah Woodward Seconded: Dean Newbery Passed.</p> <p>Note: Consider introducing sublimation of polos (fully printed, not cut & sewn) as an early 2018 discussion in light of keeping pricing down long term.</p>
Events	<p>Octavia spoke on behalf of Events.</p> <ul style="list-style-type: none">• Events calendar seeking approval• Election Day sausage sizzle – seeking school's approval <p>Motion: to approve funding up to \$1500 for School Disco 10 Feb 2018 Moved: Octavia Vaughan Seconded: Viktoria Rice-Allen Passed.</p> <p>Action: Octavia to talk to Val to lock in the Hall booking date for 2018 disco.</p> <p>Action: Suggestion to hold art show in term 3.</p> <p>Motion: To approve funding up to \$1,000 (including float) for sausage sizzle purchases Moved: Octavia Vaughan Seconded: Sally Bryant Passed.</p>
Buildings & Grounds	<p>Melissa spoke on behalf of Buildings & Grounds</p> <ul style="list-style-type: none">• Working bee held over to term 1, 2018
Grants	<p>Monique</p> <ul style="list-style-type: none">• No updates
School Reports	
Principal's Report	<p>Stewart spoke though Principal's Report:</p> <ul style="list-style-type: none">• Report circulated

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	<ul style="list-style-type: none">Nature Play community forum was a success – Thank you Alan Hoban. Next step is to collate feedback and plan first works to take place over Easter 2018.Dean is happy to become the Nature Play co-ordinator.
Deputy's Report	<p>Tal spoke on behalf of senior school.</p> <ul style="list-style-type: none">Year 5s will learn their new 2018 leaders over the coming weeks.Upcoming senior swimming carnivalGuest speaker Eric Bailey coming to speak to year 5-6, 1st December.Awards assembly 4th December and Graduation 6th December <p>Janet spoke on behalf of junior school.</p> <ul style="list-style-type: none">Prep transition days going well
Lyndal's Report	<ul style="list-style-type: none">Student resource schemeVolunteer contribution scheme <p>Motion: that P&C endorses the student resource scheme for 2018 Moved: Lyndal Dobbs Seconded: Belinda Fox Passed.</p> <p>Motion: that the P&C endorses the Voluntary Contribution Scheme at minimum \$80 for 2018 Moved: Stewart Jones Seconded: Leah Woodward Passed.</p>
School Banking	<p>Jane spoke to school banking</p> <ul style="list-style-type: none">Negative press (Choice) surrounding school banking in the media. Some parents have raised concerns about kick-backs. CBA is looking at working with schools and P&Cs next year to address a better way of communicating this information.Jane supports the CBA dollar-mite program in the school as beneficial.Currently have approximately 150 active school student bankers.5 years of school banking has raised \$10,000 for the school library.
Chaplain	<p>Rachel further discussed Chaplaincy program and her role within the school, with Troy her Scripture Union Qld Manager. Troy thanked P&C for previous years of support. Explained breakdown of where \$3,500 of P&C donated money would be spent.</p> <p>Invoice from CU Qld for \$3,500 was accidentally paid by the school, now P&C is being asked to pay the money (as done in previous years).</p>

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	<p>Long discussion, many questions answered.</p> <p>Motion: That the P&C approves the donation of \$3,500 + GST to Chaplaincy Program 2017 Moved: Rachel Palmer Seconded: Melissa Braun Passed.</p> <p>Action: that support for the Chaplaincy program is discussed transparently with the school community each year.</p>
Other business	
New Items	<ol style="list-style-type: none">Uniform Policy review from 2013 – Gender Equality<ul style="list-style-type: none">An issue was raised about boys' acceptable hair length at schoolPolicy believed to be worded as 'extreme' hairstyles are not acceptableCall to have this wording reviewed <p>Action: Call for Uniform Policy to be reviewed for clearer definition especially around acceptable hairstyles. Policy was written by P&C and school, taken the community for review then approved and enforced. Looking to repeat this process in 2018. Stewart and P&C to discuss this further in 2018.</p>
Close out	
New memberships	Nil
Thanks and close 9:22pm	<p>Next meeting: 13th February 2018</p> <p>Meeting concluded at: 9:45pm (2hrs 0minutes). (Ex-procedural) Motions: 6 (Passed: 6 / Unsuccessful: 0) New Actions raised: 3 (refer to below) Held over actions: 0</p>
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10th October 2017 Action items (3)

Subject	Who	Action Detail
Hall	<u>Octavia / Val</u>	Lock in a booking date for Hall – 10 th Feb 2018
Chaplaincy	<u>Rachel / Stewart</u>	That the school chaplaincy program is communicated transparently to the school community in 2018.
Uniform policy	<u>Stewart / P&C</u>	Review terminology in the Uniform Policy

Held over (nil)

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Attendance Register – 14th November 2017 (23 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
		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)
		Guy Johnson
x		Belinda Fox
x		Viktoria Rice-Allen
		Carmen Spry
X		Lyndal Dobbs
		Ian Ruthenberg
		Sally Warren
		Strachan Kosanovic
X		Rachel Palmer (School Chaplin)
		Erin Schon (Helping Hands)
x		Sally Herrett
		Carl Robertson
x		Robin Hutchinson (guest)
x		Binny Desaram (guest)
x		Troy Wilson (guest)