CHAPEL HILL STATE SCHOOL

PARENTS AND CITIZENS' ASSOCIATION

GENERAL MEETING AGENDA – JUNE 2024

Date: 11 June 2024
Time: 6:30pm
Location: CHSS Conference Room 2

STRIVING FOR EXCELLENCE

AGENDA ITEM	
Opening and welcome by the Chair	Meeting opens, agenda adopted, Chair requests any other items of general business that members or visitors may wish to discuss later.
Apologies	Chair acknowledges apologies (written or verbal).
Confirmation of the minutes of the previous GM - Att 1.1	Any corrections to the previous minutes are noted on the original copy. The Chair signs the confirmed copy of minutes from the last GM.
Secretary's Report	
Eve Jenkins **Report – see Att 1.2**	**See report at Attachment 1.2** • Business arising from the minutes of the previous GM. • **Discussion of action items progressed or completed.**
Correspondence received since the previous GM - Att 1.2	Distributed list of inward and outward correspondence to be endorsed as per Secretary's Report.
Table of executive committee's decisions - Att 1.2	Secretary tables executive committee's decisions. Discussion of necessary action taken on urgent matters between meetings. Full particulars of actions tabled at Att 1.2.
President's Report	
Oriel Morrison-Higgins **Report – see Att 2.1**	President's Report at Attachment 2.1. **Welcome to the June 2024 meeting…** what a whirlwind the last month has been! • A stunning day for the **Queensland Day Festival on the Hill** – and our incredible **Alice Cottrell** once again showed us just how an event is run. So many hours were put in by this amazing individual… and done with such humility… Alice, you are amazing! • We couldn't have done this without the support of the school, the leadership and admin teams and for this we are so grateful. We have so much appreciation for Alice, and for all of those who showed up to help. Even an hour donated from our volunteers lightened the load of an event this size. There are too many amazing people to name individual but a few people who put in hours and hours and hours: ○ **Mel and Flick and their wonderful Trash and Treasure team**… who were the first to arrive and the last to leave at the hall and the shipping containers day after day after day… raising an incredible $19, 000 the process ○ **Greer, Amanda and Eve** for all of the additional support an event this size requires… with a special shoutout to Greer on the money! Organising a float for each stall, finding the right technology, on standby all day, always with a smile on her face… **thank you Greer!**

	○ Thank you, Roy, **from Syncwise** for the loan of all of your iPads. ○ And a big shout out to our amazing couple who ran the bar with their army of volunteers. **Nicola** (cheese platter extraordinaire) and her amazing hubbie **Michael**… thank you for keeping us all smiling. ○ **Simon on the stage** - what an incredible and tiring job, one which meant he had to stay nearby or on the stage the entire day - we could not have done this without you Simon! ○ **Our wonderful stall holders and bar team**, who put in hours to make the day a success - amazing job. ○ A special shout out to Tony - **you rock Tony!** So much work went into the event, in the lead up and in the aftermath and Tony was always there ready to lend a hand – thank you! ○ What a legend our own Olympian **Nat Cook** is… standing by to MC even when her time was up… she is such a star! ○ We are proud to have donated $2391.25 worth of T&T items to our CHSS Teachers for resources for their classrooms. • **A huge thank you to our sponsors**: the Queensland Government, Elizabeth Watson-Brown, Dr Christian Rowan, Councillor Greg Adermann, Harry Conias from Arthur Conias Real Estate, Liz Browning from Plum Real Estate, Jo Langstaff and Evan Brancroft from the Jo Langstaff team at Ray White and Helping Hands. And thank you to Nick at the Australian Outdoor signage company for helping us advertise the fete on Moggill Road. **Noted:** • **Our next coffee morning with the Principal** is Tuesday 18th June, please come and join us, come and chat to our Principal Steward Jones, and the P&C exec. • We have worked closely with the school and have won a grant for the playgrounds and Tuckshop… more details to come • Our next big event is the P&C Parents Evening on the 3rd August - make sure you get your tickets on Qkr! - details in the events report. **Funding goals:** • Gambling grant for a playground in the oval. • Shade Sails for astro turfed area next to turning circle (potential grant). • Cover/shade sails elsewhere thought the school. • Sandstone seating around the school – adventure playground and the top covered area. • Picnic tables around the school.
Vice President's Report	
Amanda Merrick	The Vice President supported the President and the Events Team.
Treasurer's Report	
Greer Bystrycki **Report – see Att 3.1**	**See Treasurer's Report at Attachment 3.1.** See Event's P&L as at 30 May 2024 at Attachment 3.1.1.

School Leadership Team	

Stewart Jones
School Principal
Report - see Att 4.1
	See Principal's Report at Attachment 4.1.
	Noted:
	• **Student End of Semester One Academic Reports** – Soon to go out.
	• **Reading** - We are very thankful for the P&C's contribution – P&C and School funds are providing a rich supply of classroom teaching resources. We have class teacher sets of PLD resources for the teaching of Phonics in the early years and decodable readers driving a considered approach to the changes around how we engage in reading. These new initiatives are being delivering with an eye on evidence-based features through an inquiry feedback loop that is being coordinated by teacher reading committee.
	• **Collegial Engagements and Collaborations** - Mr Jones has been invited to speak at the annual National Education Summit in Melbourne. The conference theme is around student wellbeing and there was interest to hear how the Walker Learning approach has impacted positively on student wellbeing.
	• **Prep 2025 offers** - We have been sending out updates and a first round of out-of-catchment Prep 2025 offers. The school has also held an Open Prep Classrooms during the Fete. These recent actions will tie in nicely with our upcoming Prep 2025 Open Day (I encourage all parents to complete and return their Prep enrolment forms).
	• **How Great was the Fete!** The Festival on the Hill had perfect weather and it was a joy to see staff, students and parents having so much fun.
	  ○ Free dress Friday saw some teachers jump into the 'carnival' theme with gusto (Ms Rhodes and Mrs Meyer).
	  ○ The Trash and Treasure team where again delivering an amazing outcome while working to a tight timeline to have everything set up in the Hall.
	  ○ There was some serious competition around deciding on the winner for best colouring in.
	• **New Turning Circle** - The school will be expecting a start to the new turning circle, and we hope to have a specific date just prior to the end of semester.
	• **CHSS Instrument Music** – On fire at the moment! Last week, Mr Kennedy's Band and Ms O'Donnell' Strings performed against other local Primary Schools and both our musical groups received the highest possible ranking of 'platinum'!

Subcommittee Reports	
Events Subcommittee Report – see Att 5.1 **Oriel Morrison-Higgins**	**See report at Attachment 5.1.** 2024 Colour Run • 24th May • Amanda led • Amazing event - $5668 raised for the school! 2024 Festival on the Hill • 8th June • Alice Led • Fantastic success • Final amount raised close to $100,000!

	● Raised funds from the fete, roughly $1000 from free dress day prior to the fete and $19,000 T&T 2024 Trash & Treasure ● Flick and Mel led ● $19,000 raised (before expenses)!!! ● Left over stock donated to RSPCA and Yesterday's Thrift Shop ● HUGE effort 2024 Parents Evening ● Aug 3rd ● Amanda Lead ● Trivia Night in the Hall ● "Show us your decade" ● Caters/MC/tables/equipment booked ● Tickets on sale via Qkr! ● Need photographer ● Need musician (singing and playing a guitar) ● Amanda to request raffle prizes in June. 2024 Father's Day ● 29th August ● Looking for a volunteer to run the event 2024 Disco ● 26th October ● DJ Bexx Booked ● Looking for a volunteer to run the bar 2024 Christmas Concert ● 29th November 2025 Colour Run - TBA (Cross Country April 3rd 2025) 2025 Family Fun Day - 15th March 2025 2025 Festival on the Hill - 14th June 2025 2025 Parents Evening - TBA 2025 Mother's Day - TBA 2025 Father's Day - 23rd September 2025 2025 Disco/Bush Dance? - 25th October 2025 Christmas Concert - TBA
Buildings and Grounds Subcommittee **Claudi Bird – see Att 5.2**	**See report at Attachment 5.2** **Noted:** • Recycling - Caroline Lawless has offered to take on the 'oversight' role for the CHSS Containers for Change program. Pickup Day has been switched to a Monday. • Emu buckets - Should be ready to roll out at the start of term, just awaiting stickers Environment Club. Had a really good meeting and happy to support, we can get a Platypus to join the circle of friends for this year's fundraising? • Quotes sourced for logs and yarning circle seating. • Garbage buckets and tongs purchased for Prep-Year 2. A person from B&G will be in charge of a year group and managing the process. Hoping to implement it as soon as the new term starts, the winning class will get Zooper Doopers and naming rights. Need to hopefully be part of the last assembly.

	• Playground equipment maintenance confirmed and P&C contributing half. • 4D have asked if they are able to upgrade their courtyard and add a raised planter as a class project, proposal has been submitted and Annelyse is coordinating. • Addition of a Yarning circle/outdoor learning/amphitheatre area next to the covered handball area: Pricing sourced as per report. • Feedback and costs involved for previously raised matters – see report. • Ongoing proposed project lists and goals – see report. **To be discussed:** **ITEM 1:** We would like to arrange a maintenance working bee for the school holidays, items to address: • Power washing: paths, barracks, buildings. • Painting posts and areas needed. • Line marking- Handball courts and undercover areas. • Potentially if we can get a trade parent or two replace and paint the battens outside the hall. There will be three days available A weekday a Saturday and a Sunday all headed by a member of B&G. **ITEM 2:** We have just over $1000 left from the grant money that was used on the oval and will need to pay it back if not spent by the end of June. - Proposal 1- get another load of sandstone seater blocks to distribute throughout the school estimate $2500-$3000 top op to get 44 blocks (delivery is $850). - Proposal 2 - Get a load of rocks to start gathering stones for the proposed swale.
Tuckshop Subcommittee Report – see Att 5.3 Michelle Seymour	**See report at Attachment 5.3.** • Hot Dog Day successful with 344 orders. • Gluten Free - adding GF Beef burgers and GF pizzas to menu. • Price increases for Tuckshop beginning Term 3 planned in consultation with P&C executive.
Uniform Shop Subcommittee Report – see Att 5.4 Melissa Wheaton	**See report at Attachment 5.4.** • New POS setup purchased and ready to go. • Looking at an alternative hat sample.
Digital Communications Subcommittee Report – see Att 5.5 Rebecca Kierle	**See report at Attachment 5.5.** • Fete advertising finished. Thank you, Ian, for all the website updates. • Will do up an overview once all the figures have been calculated. • Will ask Ian to put the website back into caretaker mode with a thank you and save the date for 2025 as well as add images from this year. • Plans to advertise events coming up in 3rd term and the change of Christmas concert date.
Grants Subcommittee Genevieve Murray	• The Queensland Day Grant provided a funding of $8000,in support of this year's Festival on the Hill. • Continuing work on identifying and applying for new grants.
Health and Wellbeing Subcommittee Convenor – Tom Mittleman	• Considering Parenting Workshop number 2 for the year, in collaboration with the PBL parents Wellbeing Team.

	• Commencing planning for the 2025 P&C Family Fun Day (15/03/25). • Future project plan early concept – walk to school day encouraging active lifestyles, healthy breakfast meetup at the canteen following. ○ Considering Term 4 dates, to be discussed.
CPR Facilitator **Catherine Nichols**	Confirming dates discussed at the last meeting: • Cleaner's day - Monday 17th June. • Support Staff/Admin - 5-9 August. • Australian Teacher Aide Appreciation Week - 2 - 6 September. • World Teacher's Day - Fri, 25 Oct 2024. Coffee days booked in are as follows: • June 7th at the HALL (due fete set up) • Friday 21st June (Jr school Athletes day) • August 2nd • September 6th • October 4th • November 1st • December 6th To be discussed: • Tuesday 18th June (Senior School Athletes Day) - yet to be confirmed - to be discussed with Tal.
General Business	•
General business matter Presented by:	Opportunity for items of general business to be discussed.
Closing	
Date of next meeting	The next P&C General Meeting will be held **9 July at 6:30pm.**
Close	Meeting closes. Thank you to everyone who attended.