

THE GAP STATE SCHOOL
PARENTS AND CITIZENS ASSOCIATION

MINUTES OF GENERAL MEETING HELD ON 6 April 2009

ATTENDANCE:

STAFF		EXECUTIVE		MEMBERS	
	MC		SF		LB
			FH		GK
			MMD		PM
					MD
		SUB COMMITTEES			
			SH		

VISITORS

	RH
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APOLOGIES

	SS				

MEETING OPENED SF declared the meeting open at 7.14 pm.

MINUTES OF PREVIOUS MEETING

The minutes of the meeting held on the 2 March 2009 were taken as read.

Motion: The minutes of the meeting held on the 2 March 2009 are accepted as correct.

Proposed: SF **Seconded:** LB **Carried:** Y

CORRESPONDENCE – OUTGOING:

SENT TO	SUBJECT	DATE	Signed
Letters			
Westside Community & Heritage Festival	Declining invitation due to existing commitments	04/03/09	
Ms Grulke	Confirming no fete this year	30/03/09	FH
Education Queensland	Confirmation of executive & copy of TGSS P&C financial reports	31/03/09	FH
Michael Johnson MP	Confirmation of Executive for 2009	Feb '09	FH
Email			
QCPA	Confirmation of Executive for 2009	30/03/09	FH

CORRESPONDENCE - INCOMING:

SENDER	SUBJECT	DATE	RESP REQ' D	GIVE TO
Letters				
Michael Johnson MP	Updating records request	29/01/09	Y	FH
Kate Jones MP	BD blurb			
Cox Photographies	Info re school photos			
Various – 8 received	Year 7 jumper (vote slips for those not in favour)			
ACSEA	Seminars relating to Fair Work Australia legislation			
Fundraising				
Various fundraising information	Relating to fetes			
Mother's Day fundraising				
Tea towel fundraisers				
Camel fundraising	Calendars			
Glow Productions	Glow products			
Discovery Educational	Stickers			MC
Periodicals				
Dept. Educ. & the Arts	Education views Vol 17 No 10			File
QCPA	Parent Talk Volume 12, number 1			File

Business Arising From Correspondence:

None

EXECUTIVE DECISION:

None

APPLICATIONS FOR MEMBERSHIP

Motion: That the following applications for membership be accepted.

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Proposed: MMD **Seconded:** SF **Carried:** Y

TREASURER'S REPORT:

- **The Treasurer presented the Profit & Loss Statement for:** March 2009
- **The Treasurer presented the Balance Sheet for:** March 2009
- **The Treasurer presented the payments for ratification:** not yet submitted
- **The Treasurer noted that the following sub-committee financial reports had been submitted:**
 - ~ Uniform Shop - March 2009
 - ~ Music Supporters Group - March 2009
 - ~ Tuckshop - January and February 2009

Motion: That the Treasurer's report as at March 2009 be accepted and payments be ratified.

Proposed: MMD **Seconded:** MD **Carried:** Y

Business arising from the Treasurer's Report:

It was noted that that the Treasurer has resigned. The P&C conveyed their heartfelt thanks for all MMD's hard work.

Motion: That [REDACTED] be appointed as the new Treasurer of TGSS

Proposed: MMD **Seconded:** MD **Carried:** Y

Being no other nominations for the position of treasurer the position was accepted by RH

SUB-COMMITTEE REPORTS:

Music Supporters Group

DF has stepped down as president - no formal report has been submitted.

Tuckshop

The transition down to four days a week was going well.

Friday meal deals were still popular.

The winter menu next term to be issued in the first week of May.

SH needs few more volunteers for Thursday. SH is removing the Slushie machine as she is not selling as many as they did last year. SH will look into alternatives next summer.

Ice blocks: SH explained she previously used *Streets*, but is going to be using *Peters*. They supply the freezer and \$475 of stock so it was a good deal.

SH attended the expo, not many changes to what is available. Still better economically for the tuck shop to make their own food from scratch rather than purchase pre-made.

Catering: SH had picked up some catering work with Strings and International Principals. The tuck shop was also catering for the pupil free day and behavioral workshop.

Stationery/Uniform Shop - MM

None submitted.

Swimming Club

PM apologised for missing last couple of meetings. He confirmed that overdue bills have been paid.

The Club held a successful carnival Lipkiss Cup and a good night was had by all. Positive feedback was also received from the club champs.

The recent Working Bee was successful around the pool. Eight people turned up but that made a huge impact.

Finances are healthy.

Main goal to get more people involved to spread the workload. Most families received their levy back which meant that the increase in levy worked well.

Goals would be to contact Kate Jones re getting grant money for getting the kitchen replaced as it is very substandard.

OTHER REPORTS

Principal's Report

1. Financial Report – To be tabled in May.

2. Enrolments Update

Prep Year	58	Year 4	47	
Year 1	48	Year 5	72	
Year 2	36	Year 6	81	
Year 3	55	Year 7	75	
		Total		472

3. NAPLAN Preparation

Teachers have been working in year level teams to analyse data and determine strategies to prepare students for the tests on 12-14 May. We are committed to a determined effort to maximise achievement for our students.

4. Grants/Submissions

Some of our CPRs have shown an interest in exploring funding options for grants and submissions. Since the last P & C meeting I have nominated our school for a Healthy Queensland Award and Janet Hoek has submitted an application for an NRMA grant to fund Bike Education in Year 4. Colleen Neylan assisted Janet with this application.

5. ICT Plan and AOP 2009

The school's ICT Plan was submitted by the 13 March deadline and the AOP was submitted by 16 March. I am currently preparing the School Annual Report which must be on the web-site by 30 June.

6. Mathletics

At last week's School Management Committee meeting we discussed the introduction of Mathletics into the school for Prep-Year 7. The cost per student will be approximately \$12 for a 12 month period. Tomorrow I will ask the teachers for their endorsement of the introduction of Mathletics and we plan to spend some time exploring the materials on our April Pupil-Free Day.

7. "You Can Do It" Program

Janet participated in training to assist in the introduction of this program school-wide and is being assisted by [REDACTED] (Chaplain). Soon the classrooms will have "Catastrophe Charts" which are one of the resources in the program and children will include this in their language when discussing incidents that occur.

8. Michael Carr-Gregg Information Session

The Mt Coot-tha Cluster has booked a speaker for the 13 July Pupil-Free Day and has arranged an information session for parents in the evening. This will be held in The Gap State High School Hall and we hope that many parents will take the opportunity to attend.

9. EQ Paperwork

The P & C is required to complete and return to District Office before 31 May the office bearers form, P & C transmission document and a copy of the audited financial statements for the year ending 31 December 2008 which was presented at the AGM.

10. Grounds and Facilities

An Arborist Report has been received which details information about trees affected after the 16 November storm. I have requested urgent follow-up of the recommendations.

Q150 Anniversary Garden – successful application with art works and planting of silky oaks to commemorate this event.

National School Pride – covered outdoor learning area applied for in Round 1 at a cost of approximately \$200 000. Application was due 9.00am on 23 March, 2009. Met with P & C executive to discuss priorities. Suggestion that a new Master Plan may be required for the future.

Primary Schools for the 21st Century – awaiting next round announcement.

Garden Club – support required.

Water tanks – supervision of visiting students.

Classroom Renewal program – major upgrade of up to 6 rooms.

Awaiting response from letter to Brett Glistler.

Meeting with facilities staff for Site Visit tomorrow.

11. AEDI (Australian Early Development Index)

Prep Year teachers will be released from class to complete observation records to provide information on how our children in their first year of full-time schooling are developing. This will occur in Term 2.

12. Other Business

Nominate Term 2 Red Days

Chaplaincy Review – DEEWR

Chess

LOTE extension

Coolsports

Debating

Rotary Young Scholars

Sports Visors

Classroom Parent Representative

FNQ fund-raising

13. Variations to School Routine

22 April Year 5 Historical Walk & Commissariat Store.

Business Arising from Principal's Report

With regard to the Federal funding and stimulus package on education (eg all schools to have a hall built, or in lieu of a hall a library, or lieu of a library a science block) , GK said that she had heard many other schools do not want to accept the standard plans submitted by the Government. She confirmed her understanding was that the school did have a say in the design of the building, whereas MC had heard that we would get what Q-Build build us.

Cool School Report

None submitted

Fundraising

SF confirmed the P&C should make about \$480 from photos at the weekend.

Active School Travel

No report submitted

MOTIONS ON NOTICE

None

GENERAL BUSINESS

SF tabled a letter received by the P&C from Harvey World Travel. They have kindly offered a fundraising opportunity with 1% of all bookings to be given back to the School. SF asked that reminders are put in Gazette about both Harvey World Travel and Blooms the Chemist. (who also do a fundraising initiative)

Chocolate Drive

Sue Binder has kindly offered to coordinate the chocolate drive. SF has ordered the chocolates and the distribution date will be 25 May.

P&C need to decide when the other Red Day should be – eg could it be sports day??

MSG - Piano

The MSG had asked whether a piano in multi purpose building could be purchased. The MSG has suggested a cost of \$11,000. MC thought that there may be a grant for a piano.

A suggestion was made that the P&C give MSG the chocolate drive for three years in a row and then that, in effect, is a donation towards the cost of a piano. Discussion followed. MMD and MC felt that there would be other more suitable options, eg grants, donations of pianos, second hand pianos etc. \$11,000 was a big spend.

MC mentioned Rotary looking into the purchase of choir risers that the school could store under the MPB and rent out to people outside of the GRIPPS cluster.

School facility development partnership programme – swimming pool solar heating, community use

Second working Bee

Penciled in for 31 May

Motions required regarding change of Executive

Motion: that Murray McDonald and Penny Rumble be removed as signatories on all of the P&C bank accounts with the Commonwealth and Suncorp banks, that Sue Fleming, Fiona Harris and Samantha Sutton continue as signatories, and that Rick Hiley be added as a signatory.

Proposed: SF **Seconded:** MD **Carried:** Y

Motion: that the authorized users for CommBiz be [redacted], [redacted] and [redacted] and that [redacted] and [redacted] no longer be authorized users.

Proposed: MMD **Seconded:** SF **Carried:** Y

Motion: that the P&C authorize [REDACTED] be an authorized online user for Suncorp and that [REDACTED] no longer be authorized to be user for Suncorp.

Proposed: MMD **Seconded:** LB **Carried:** Y

Motion: That [REDACTED] be the Public Officer for tax purposes for the Gap State School P&C

Proposed MMD **Seconded:** PM **Carried:** Y

FH was asked to find out how long we have to keep P&C records. She confirmed this information is on the QCPCA and EQ websites. MC recommended we use compactus space.

PM made comment about constitution down at the swimming club. Trying to chase it up and make people aware of it as he hasn't seen one. It is a sub-committee of the P&C so therefore there should be a set of rules. SS brought up two life members

MEETING CLOSED: There being no further business SF closed the meeting at 9.00pm

NEXT MEETING: The next General Meeting will be at **7pm on Monday the 11 May 2007.**

ATTACHMENTS: Reports included in these minutes

- Principal's Report

The following documentation:

- Treasurer's Report.
- School Financial Report.

are held with master copy only.

These minutes have been accepted as a true record.

Sue Fleming
President