

**THE GAP STATE SCHOOL**  
**PARENTS AND CITIZENS ASSOCIATION**

**MINUTES OF GENERAL MEETING HELD ON 2 March 2009**

**ATTENDANCE:**

STAFF		EXECUTIVE		MEMBERS	
	MC		SF		CA
	JH		MMD		MD
			FH		JG
					SH
					TJ
					CD
		SUB COMMITTEES			KR
					CS
					GK

**VISITORS**

	SM
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**APOLOGIES**

			JV		SS

**MEETING OPENED** SF declared the meeting open at 7.13 pm.

**MINUTES OF PREVIOUS MEETING**

The minutes of the meeting held on the 16 February 2009 were taken as read.

**Motion:** The minutes of the meeting held on the 16 February 2009 are accepted as correct.

**Proposed:** SF      **Seconded:** CD      **Carried:** Y

**CORRESPONDENCE – OUTGOING:**

None recorded

**CORRESPONDENCE - INCOMING:**

SENDER	SUBJECT	DATE	RESP REQ'D	GIVE TO
<b>Letters</b>				
Letter from Kate Jones	Opening of \$2 million Ashgrove Bowls Club	(undated)	Y	SF
TGSS	School Jumpers			
<b>Fundraising</b>				

**BUSINESS ARISING FROM CORRESPONDENCE:**

**None**

**EXECUTIVE DECISION:**

The Executive had been approached by The Gap Racquet Club about upkeep of tennis nets (particularly the replacement of the faulty net winders), court surfaces and the purchase of squeegees. It was agreed by the Executive that the P&C had an obligation under the terms of the lease to the Racquet Club to maintain the courts to a useable and safe standard. We agreed to buy the squeegees and net winders as requested and ask Mr T to treat the court surfaces, particularly as they are also used by the school.

**Motion:** That the P&C ratify the decision to pay for the replacement of the tennis net winders and purchase squeegees for the upkeep of the courts .

**Proposed:** FH      **Seconded:** CS      **Carried:** Y

**TREASURER'S REPORT:**

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

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

**Proposed:** MMD      **Seconded:** TJ      **Carried:** Y

**Business arising from the Treasurer's Report:**

MMD reported that there is a new person using the MPB for fitness and dance

MMD is still chasing debtors and gave a report on his progress chasing new payments

Mobile EFTPOS machines are now fully functional.

**SUB-COMMITTEE REPORTS:**

**Music Supporters Group**

No report submitted

**Tuckshop**

Fridays are now busy as the burger meal deal popular.

Mondays the tuck shop is now closed due to unprofitability on that day.

As always SH asked for helpers for Thursdays and Fridays.

**Stationery/Uniform Shop - MM**

No report submitted

**Swimming Club**

Same as report submitted with AGM

MMD reported that he had made a \$700 tuck shop and \$650 swim club insurance claim for storm damage

**OTHER REPORTS**

**Principal's Report**

**1. Financial Report – Carry Forward \$31 220.**

Opening balance		152 920
Equipment Replacement	45 000	
Outstanding Purchase Orders (Including water tanks \$50 000 & photocopier \$24 300 GST exclusive)	76 700	
Total commitments	121 700	
		31 220

**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	

Number of classroom teachers Prep-Year 7 is 19.

Twenty-three new and re-enrolled students in Years 1-7. Multi-age philosophy is being further developed this year and in future years.

**3. Staffing**

The school's flexible staffing totals 3.5.

Physical Education	1.0	
Music	1.0	
LOTE	0.5	
Teacher/Librarian	0.9	
HOC Balance	0.1	
	3.5	Specialist Total

██████████ is the only new teacher to join our staff (on contract).

██████████ is the successful applicant (EOI) for 0.1 HOC position in 2009.

**4. Facilities**

MC Awaiting further details of the Federal Government's capital works program for schools. Areas being considered for future focus include:

- outdoor play area for Prep
- shaded outdoor play area for Year 1

- additional seating for Years 1-3
- upgrade of undercover area in E Block
- covered links to Prep and amenities
- clearing of 10 Yuruga Street property
- surfacing of upper car park
- improved signage
- tuckshop upgrade
- swimming club canteen upgrade
- drainage on oval
- retaining wall between lower car park and tennis courts
- seating area between sheds near tennis courts
- shade structure on old netball courts
- noise proofing of classrooms (report received 26 February – tabled)
- school entry points upgrade

#### 5. **AOP and Budget**

To be submitted to District Office by 16 March 2009. The P & C's valuable contribution of \$30 000 to the annual budget enables us to enhance many of the school's programs and is greatly appreciated. The additional contribution of \$100/full-time teacher for classroom incentives, culminating activities, etc amounted to \$2830 in 2008. The remaining balance of \$1625 will be rolled over and the balance of \$2830 is requested for 2009.

#### 6. **ICT Programs**

The school has been upgraded to Education Queensland's MOE which has involved disruptions to our communications. This centralised system will allow improved information retrieval for Education Queensland.

We are also close to issuing the teachers with individual laptops as the roll-out of C4Ts occurs across Queensland. This is a very exciting time for our teachers and our school. The desktop computers will be redeployed for classroom use by children.

#### 7. **Other Business**

- School Photos 2009 – 24 March
- Fundraising Events (state election, ABC Radio)
- Teacher-Aide Support in classrooms
- Additional photocopier purchased
- "You Can Do It" Program
- THRASS Information Sessions
- NAPLAN results
- Bushfire Fundraising (Queensland Floods)
- Grounds upkeep – working bee thank-you
- Athletics trial
- Headlice

#### 8. **Variations to School Routine**

Year 7	16 March 2009	Taylor Range Club
Year 7	17-20 March 2009	Bornhoffen (Outdoor Education)
Year 1	01 April 2009	Bunyaville State Forest EEC

MC also tabled the long-awaited noise proof report with recommendations for improvements to E block, B block and A block. (Note from secretary: if anyone would like a copy of this report, I would be happy to provide it)

### **Business Arising from Principal's Report**

There was discussion about future Government funding and what it could be. SF mentioned that of our school our size we could get \$3million. MC said that EQ were undergoing a big drive on science so any funding may go towards a new science centre.

JG raised the issue of the Ed Dept initiative re trauma relating to the storm and the subsequent forms that have been sent home with the children.

### **Cool School Report**

None submitted. Swimathon forms should now be received.

### **Active School Travel**

No report submitted

### **MOTIONS ON NOTICE**

None

### **GENERAL BUSINESS**

#### **Fundraising**

MC said that she thought we should take the Election Day fundraising up a notch. Mel Hogan has said she is keen to have a stall with jams and chutney. It was also felt a coffee stand would do well.

Carly has been talking to a lady re selling 'stall' space to family members wanting to sell stuff. Was there any restrictions? GK said that the only restrictions in political signage having to be at least 6metres away from a booth.

MD was concerned that voters didn't feel overwhelmed by not only the politicians handing out their leaflets but also to be bombarded by stall holders. There was even discussion of a simultaneous car boot sale.

There was lots of discussion about how big to make the election day fundraising. It was finally decided that there should be no car boot sale but to have one later in the year (instead of a fete). We should stick to a similar format of sausages, cakes and biscuits stall, jams and chutneys and coffee. All things that are not too intrusive but tempting nonetheless to the voters!

#### **Fete decision**

There was discussion about whether to go ahead with a fete this year. SF expressed her view that the fete is important from a community point of view and, after the storm; there are a lot of people who are just simply tired. The members present wholeheartedly agreed.

MC said we need to start thinking about 2012 when the school is 150. If we worked backwards with our usual bi annual fete from that we would have a fete in 2010 and not have one this year.

It was generally felt that many people were still storm weary and weary from having two fetes in relatively quick succession. Also with the other proposed fund raisers we would not be in a huge financial disadvantage by not having a fete this year.

**Motion:** That the P&C do not hold a fete for 2009

**Proposed:** SF                      **Seconded:** JG                      **Carried:** Y

### **Wiggles Characters Concert**

SF discussed the preliminary planning for The Wiggles Character concert. There would be a morning show and an afternoon show at \$15 a ticket. Tickets would be sold through a booking agency who charged an \$800 fee. It was decided against numbered seats but free standing space so that the children can dance.

### **ABC Radio meeting**

MC SF CW and Donna met with the promo marketing people from ABC radio re a music festival. They said they normally did a *backyard blitz* style of event. Therefore SF thought we could identify areas that needed landscaping after the storm and get the professionals to come in. EG, the fence line that was destroyed with fallen trees/could ABC come and sort things out? However, this whole idea has to first be broached with Ed Qld and we need to ask their permission to ensure that approved products are used etc.

### **Mathletics Trial**

Year 7s are trialing *Mathletics* (an internet based maths program that makes maths fun and entertaining for children but is based on current curriculums). JH said that if we sign up as a whole school, the sign-up fees slide down and can be as cheap as \$9 per child per year. MC wanted to know from the membership if she felt that parents would be happy for parents to be invoiced the fee. The membership present felt that with a \$10 per annum fee for the School *Mathletics* as opposed to the private *Mathletics* annual fee of \$99 there would be no problem at all!

### **P&C Signatories**

**Motion:** That the signatories for the P&C bank accounts continue to be Sue Fleming, Fiona Harris, Murray McDonald and Sam Sutton for all bank accounts with the Commonwealth and Suncorp Banks and that Penny Rumble be removed as a signatory.

**Proposed:** SF                      **Seconded:** CS                      **Carried:** Y

### **Parent Contribution Scheme**

Are we going to continue with the parent contribution scheme?

There was discussion about the scheme, its importance, and how we could attempt to improve on the 30% contribution last year.

SH stressed that we should use positive talk about paying for the scheme rather than playing on the 'poor performance' or previous years.

MMD asked if we wanted option to pay on mobile EFTPOS scheme.

GK said it is important that the P&C specifies exactly what the parent contribution would be spent on. People like to know where their money is going. MC mentioned about the contribution of whitewear in the kitchenette. It is then important that we specify just what has been purchased so far. SH suggested a 'thermometer'. However SF said explained just how much the P&C pay in wages, insurance, audit fees, bank account fees, running costs and operating expenses. All these are part funded by our school contributions and fundraising efforts.

**Motion:** that the P&C continue with the voluntary parent contribution scheme continue in 2009 and that the contribution remain at \$65 for one child and \$100 for two or more.

**Proposed:** SF                      **Seconded:** TJ                      **Carried:** Y

### **Year 7 jumpers**

SF recapped the members present on why the idea of a year 7 jumper had been proposed. From the forms that were given out to the years 5, 6 and 7 pupils. SF had received 11 responses back saying they were opposed – this is a minority response. Therefore the P&C can assume the upper school body is mostly in favour of the jumpers.

Style of jumper is the same style as the Brisbane Girls Grammar and cheaper than the school jumpers – they will sell by order only.

CS gave her reasons for opposing the jumper – cost, peer pressure, usage for period of winter.

### **APPLICATIONS FOR MEMBERSHIP**

None

**MEETING CLOSED:** There being no further business SF closed the meeting at **8.50pm**

**NEXT MEETING:** The next General Meeting will be at **7pm on Monday 6 April 2009**

### **ACTION POINTS FROM THIS MEETING:**

	Flyer to go out re election day fundraising
	Identify areas in need of landscaping
	Blurb to be written re parent contribution scheme
	Appeal to go out for cakes, jams and chutneys

**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**