

**ALBANY CREEK STATE SCHOOL  
P & C ASSOCIATION**

**MINUTES**

Minutes of the monthly meeting held in the Library Annexe of the School at 696 Albany Creek Road, Albany Creek on **Tuesday 16<sup>th</sup> June 2015** commencing at 7.00pm.

**1. WELCOME AND APOLOGIES**

**Attendance:** 10

**Apologies:** 5

*(As per Attendance Sheet)*

**2. MINUTES OF PREVIOUS MEETING**

**Motion:** - Minutes of the previous P&C Meeting held on 19<sup>th</sup> May 2015 are true and correct.

**Moved:** Maree Kenwick      **Seconded:** Sharon McClements      **Carried:** All

**3. BUSINESS ARISING FROM PREVIOUS MINUTES**

Pea Pods will be coming after the June/July holidays

**4. CORRESPONDENCE**

A thank you letter from the Albany Creek Uniting Church was received for assistance given and the use of the school popcorn and fairy floss machines for their annual fete.

**Motion:** -That Inward Correspondence is accepted and Outward Correspondence is endorsed.

**Moved:** Maree Kenwick      **Seconded:** Lisa Ribone      **Carried:** All

**5. PRESIDENT'S REPORT**

Report prepared by President, Kerri-Lee Halas. (Copy Attached)

Sharon McClements to make enquiries regarding the printing of posters for the Twilight Markets and Fireworks Night and report outcome at the next meeting.

Maree Kenwick has volunteered as the P & C Representative to assist with the 2016 booklist lists and liaise with the supplier, Brodies.

**Motion:** I move that the Presidents Report be accepted.

**Moved:** Kerri-lee Halas      **Seconded:** Nerida Leal      **Carried:** All

## 6. TREASURER'S REPORT

Report tabled by Treasurer, Carly Mattea.

- \$625 has been received to date in Building Fund donations
- \$5000 has been collected to date for school Spellathon
- \$1300 Profit made from pie drive.

**Motion:** - I move the Treasurer's Report be accepted.

**Moved:** Carly Mattea

**Seconded:** Rob Eaglesham

**Carried:** All

## 7. PRINCIPAL'S REPORT

Report tabled by Principal, Paul Kingston (copy attached).

- Paul Kingston acknowledged the efforts of year 6 teacher Gayle Crook in the organization and preparation of the Sydney/Canberra trip.

**Motion:** - I move that the Principal's report be accepted.

**Moved:** Paul Kingston

**Seconded:** Megan Westbury

**Carried:** All

## 8. SUB COMMITTEE REPORTS

### 8.1 Prep P&C

### 8.2 Music Supporters

Notice to be placed in creek weekly for the sausage sizzle to be provided on the last day of the junior band camp.

### 8.3 Hall Canteen

### 8.4 Tuckshop and Uniforms

Next term the tuckshop will be selling Gluten Free Sausage Rolls, Gluten Free Chicken Tenders & Gluten Free Hot Dogs.

**Motion:** - I move that the subcommittee reports be accepted.

**Moved:** Maree Kenwick

**Seconded:** Lisa Ribone

**Carried:** All

## 9. CHAPLAINCY

Report Tabled by Chappy Matho

### **Core functions:**

#### **1. Social and Emotional Support (Pastoral Care)**

- There has been additions to the children I see one on one. So continuing to build relationship and provide support in our meetings.
- I am also facilitating an informal year 4 girl's friendship club, which involves a group of girls gathering together and spending lunch time together. The last meeting involved making paper chatter boxes.
- Year 1 friendship skills program is coming to an end as the term rounds up. It has been great hearing the children talk about how they have been demonstrating their friendship skills in class and at break times.
- I have had the pleasure of being apart of Monday afternoons with Mrs. Royle at Junior School Assembly, assisting with the social skills component.

#### **2. Mentoring**

- In July I will be attending Kids hope facilitator training. This program will be linking adults to students in the school community who need a little extra support/mentoring.
- Tina the defence force aide and I have been preparing the Pal Program which will hopefully start in term 3. This will involve developing leadership skills in Grade 6, giving them opportunity to facilitate activities for the younger grades.

#### **3. Community Development (including donor nurture, community and church connections etc.)**

- I had a two hour shift at the P & C Bunnings sausage sizzle fundraiser.
- I will be a leader at the Su Qld Holiday Program Winter wipe out happening in the first week of school holidays. A week away with students grade 5 & 6 and other leaders in the community. We are going the Alex heads and will have a week of many activities. For more information on that camp feel free to ask me and I can give you a flyer.

#### **4. Educational Support**

- I have been visiting classes, helping where needed. So assisting students with any extra support.

#### **5. Extra- Curricular Activities**

- Year four girls netball at GALA day has sadly come to an end but it was wonderful being apart of coaching them. Seeing them develop in skills was great and to see their teamwork and see them encourage one another it was a delight.
- I organised a bit of a Handball competition for the grade 6 students two weeks ago it was good and the students enjoyed it. There is a year 5 handball competition coming up this Friday so that will be fun as well.

I don't believe next week is another term done, looking forward to next term.

## **10. FUNDRAISING**

## **11. SCHOOL COUNCIL**

School Council Meeting to be held 23<sup>rd</sup> June 2015.

## **12. GENERAL BUSINESS**

- E book borrowing will be available to all students next term. The Leadership Team will be talking to auditors regarding adding the cost of E book borrowing (\$1.50 per student, per year) to booklists.
- Air Conditioning – Installations are required for the western end of the SNAP building (waiting on engineers report), 1D Classroom (current unit not large enough), western end of Prep (classrooms 4 &5) and learning support building.
- Wireless network upgrade –waiting to go ahead.
- Enrolments – tour and talk day was a success. The school together with the P & C is eager to align and work with pre-prep providers to further develop community relationships and transitioning into school.
- Electronic notice board – continuing to look at available options and how we can achieve funding. The option of advertising to assist with funding needs further investigation. School Leadership Team and P & C Representatives to conduct a small think tank and report back at the next meeting.
- Location board showing school layout to be erected near the administration building.
- The P & C approves the School Council moving on the tender arrangements for the Out of School Hours Provider.
- P & C recommendation to the school council to consider the long term ramifications of Q Parents (School/Parent communication system).
- P & C to consider the feasibility of purchasing a coffee machine for catering purposes and investigating the type of machine required.

**NEXT MEETING**

The next meeting is to be held on **Tuesday 21<sup>st</sup> July** in the Library Annex of Albany Creek State School, 696 Albany Creek Road, Albany Creek commencing at 7.00pm.

Meeting Closed at 9.00pm

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Signed (President)

*Minutes prepared by Maree Kenwick*

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Date