

**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 17th May 2016** commencing at 7.00pm.

1. WELCOME AND APOLOGIES

Attendance: 15

Apologies: 7 (*As per Attendance Sheet*)

2. MINUTES OF PREVIOUS MEETING

Motion: - I move that the minutes of the 19th April 2016 Meeting are true and correct.

Moved: Maree Kenwick **Seconded:** Rob Eaglesham **Carried:** All

3. BUSINESS ARISING FROM PREVIOUS MINUTES

4. CORRESPONDENCE

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

Moved: Maree Kenwick **Seconded:** Rob Eaglesham **Carried:** All

Corporate procurement is managing the process for selecting a new supplier for the book/ stationary packs. A copy of the Department of Education, Training and Employment Invitation to Offer was provided to the P & C President, Nerida Leal.

Motion: - I move that the P&C Association become a member of QAST (Queensland Association of School Tuckshops) for a one- year period.

Moved: Maree Kenwick **Seconded:** Sam Ford **Carried:** - All

5. PRESIDENT'S REPORT

Report prepared by President, Nerida Leal (Copy Attached).

- IPMS held their buy, sell and swap day in the hall on 1st May. Thank you to Carly and Richard Mattea for coordinating the hall canteen for the P & C and providing catering for this event.

- The recruitment process for the permanent position of Tuckshop and Uniform Shop Convenor is complete and we welcome successful applicant Lexie Beck to this position. The P & C thanks Karen Wilson for her unwavering commitment to the school and P & C over the 6 months she was in the role.
- The tuckshop and uniform shop working group will continue to review how we operate these businesses together with implementing the Smart Choices changes.
- Sam Ford continues to do an amazing job with the winter carnival preparations. We still need volunteers to assist in the lead up to the carnival and on the day. The loose change challenge replaces year level bring days and started this week.
- Thank you to all the volunteers who helped prepare and run the Mother's Day Stall. We made a profit this year of \$2400. This was partly attributed to using up stock left over from last year.
- Caroline Harridence has indicated interest in coordinating the Father's Day Stall, with some keen helpers.
- A promotion to celebrate 500 likes on the P & C Facebook page was run with the winner receiving a Winter Carnival Ride Pass.
- A Federal Election has been announced for Saturday 2nd July. It is proposed that the P & C run a sausage sizzle and home-bake stall. We should also take this opportunity to distribute Winter Carnival flyers.

Moved: Nerida Leal

Seconded: Maree Kenwick

Carried: All

6. TREASURER'S REPORT

Report prepared by Treasurer, Carly Mattea. (Copy Attached)

- Currently \$129,000 in bank account.
- IPMS Day – Profit \$500.00
- \$2400.00 Profit from Mother's Day Stall
- \$7300 contributed by P & C to the wireless upgrade.

Motion: I move that the Treasurers Report be accepted

Moved: Carly Mattea

Seconded: Rob Eaglesham

Carried: All

7. PRINCIPAL'S REPORT

Report tabled by Principal, (copy attached).

- A selection process was implemented and followed in accordance with strict guidelines outlined by Education Queensland for the position of Tuckshop/ Uniform Shop Convenor. I commend the diligence of the panel for their commitment to the process. In welcoming Ms. Lexie Beck to our school community, I thank and acknowledge the work of Mrs. Karen Wilson who took on the acting position at short notice.
- The annual tour and talk day will be hosted on Wednesday 18th May. This event provides us with a wonderful opportunity to welcome new families to our school community and for students and staff to showcase Albany Creek State School.
- Our school Enrolment Management Plan has been signed and returned to the Regional Director.
- By 2019 all students will be transitioned taking Naplan online. Departmental and school planning is underway for Naplan Online.
- Wireless Upgrade project has been delivered.
- Band width upgrade is proving to be very beneficial to all.
- School funded laptop purchases have been processed and have been allocated to year 4.
- School funded iPad purchases have been processed and are to be allocated.
- Q Parent Email invitations will be sent out shortly. The school needs to receive up to date contact information from parents and caregivers.

Motion: I move that the P & C Association provide additional support to the school up to the value of \$20,000 to purchase laptops and iPads for whole of school use.

Moved: Carly Mattea

Seconded: Angie Presecan

Carried: All

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

Moved: Paul Kingston

Seconded: Pattie Murray

Carried: All

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8. SUB COMMITTEE REPORTS

8.1 Prep P&C

- \$1700 in Picture Plates products were ordered with a profit of \$400.00.
- Still working on setting a date for the prep disco.
- Prep committee is looking into holding a movie night fundraiser early next year.

8.2 Music Supporters

- Sports shirts have been delivered.
- It was noted by parents that sizing is different from previous years' shirts, with sizes being bigger. The P & C executive to follow up sizing queries.
- It was noted that there was a change in supplier used and suggested that perhaps in future years there are sample sizes available at the tuckshop.
- A note will be placed in the Creek Weekly and on Facebook calling for donations of old sports shirts to the tuckshop for second hand sale.

8.3 Hall Canteen

8.4 Tuckshop and Uniform Shop

Tuckshop:

For those of you that are not aware I was unsuccessful in getting the position of Tuckshop/Uniform shop Convenor. Although I am very disappointed I thank you for the opportunity. I have enjoyed being part of the school community. I met Lexie this morning and she seems very nice and I wish her all the best in the position.

My last day in Tuckshop will be Friday the 27th of May.

Coming Events:

Meal Deal: Meal Deal is on Friday the 10th of June. Meal Deal is up on Flexischools. Ordering will be open until Friday the 3rd of June. Ordering will only be available through flexischools. I have put this in the Creek Weekly and I would suggest it go on Facebook.

Sports days: Tuesday 14th and Wednesday 15th June. I have organised Dolly Varden to come for coffee on both days. I have asked her to be here at 8am. Amber Barron and myself will be organising lolly stall. Volunteers are needed for both days in tuckshop and on lolly stall. There will be no flexischool or bag orders on these days. Over the counter sales only. Pies, Sausage Rolls, Hot dogs and sandwiches.

Anzac Excursion Lunch Pack: is being offered to classes at a cost of \$5. This Event falls on Friday the 17th of June. Volunteers will be needed.

- Lexie will need a Coles credit card or other payment method on my leaving.

Uniform Shop:

Both uniform indents have now been done for the year. Winter is coming and I have run out of sizes 6,8 and 12 in fleece Jackets. More are due to arrive early June. People are still asking for Dresses.

I would also like to take this opportunity to thank everyone who has supported me over the years.

Thank you
Karen Wilson.

- It was mentioned that there are larger/adult sizes of school shirts in the P & C room and that consideration is given to what can be done with these.

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

Moved: Maree Kenwick **Seconded:** Pattie Murray **Carried:** All

9. CHAPLAINCY

- Chappy thanked the school community for their support with Happy Chappy Week and their ongoing support for school chaplaincy.
- Work is continuing with Year 1 and the Kids Hope program.
- PAL is finishing at the end of this upcoming term and I will be asking the grade 6 participants to assist grade 5 for next year.
- The Longest Dinner Chaplaincy fundraiser will be held in June at Portabella. Information will be available in the Creek Weekly and on Facebook.

Motion: - I move that the Chaplaincy Report be accepted.

Moved: Chappy Matho **Seconded:** Maree Kenwick **Carried:** All

10. FUNDRAISING

11. SCHOOL COUNCIL

The next School Council Meeting will be held on the 14th June.

Strategic Reports will be presented at this meeting.

A vote was held at the meeting, (organised by Pattie Murray) to elect P & C parent representatives for two positions on the school council which became vacant. Three nominations were received.

Successful nominations were Carly Mattea and Ken Wilkinson

12. GENERAL BUSINESS

- YMCA presented a marketing proposal for a Movie Night towards the end of year (Friday 4th November). We will check the master calendar for dates.
- Questions have been asked from the school community if we will be holding a twilight market this year. One option to be considered is holding the market in conjunction with the movie night.
- The question was raised by the community to Cr Mike Charlton as to whether “school zone” could be printed on road outside the front of the school.

NEXT MEETING

The next meeting is to be held on **Tuesday 21st June 2016** in the Library Annex of Albany Creek State School, 696 Albany Creek Road, Albany Creek at 7.00pm.

A Winter Carnival meeting will precede the P & C meeting, commencing at 6.15pm.

Meeting Closed at 8.50pm

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Signed (President)
Minutes prepared by Maree Kenwick

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Date