

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

MINUTES

Minutes of the monthly meeting held in the Library Annex of the School at 696 Albany Creek Road, Albany Creek on **Tuesday 21st June 2016** commencing at 7.05pm.

1. WELCOME AND APOLOGIES

Attendance: 16

Apologies: *(As per Attendance Sheet)*

2. MINUTES OF PREVIOUS MEETING

Motion: - I move that the minutes of the 17th May 2016 Meeting are true and correct.

Moved: Angie Presecan **Seconded:** Lisa Ribone **Carried:** All

3. BUSINESS ARISING FROM PREVIOUS MINUTES

- Still looking for volunteers for Election home bake and sausage sizzle
- The P & C transferred the \$20,000 requested for the additional Laptops
- Another order for the sports shirts will be placed.
The supplier to be contacted to request sizing shirts for the tuckshop/uniform shop
Call out for further sport shirt orders prior to ordering
- YMCA movie night proposal still being considered
Suggestions for food – Sausages, popcorn, cold drinks, ice-cream, and a coffee van
Suggested date is fine
Need to ensure that the YMCA has organized security, as the school takes no responsibility, being that it is not a school event

4. CORRESPONDENCE

The following correspondence was received over the course of the month:

- Fathers' day catalogues for the Fathers' day stall
- Requests for stalls at the Winter Carnival, (who were advised, on behalf of the P & C, advising the finalisation of the program – details kept on file)
- Enquiry from Mitchelton State School – requesting use of fairy floss machine for their fete in October
Maree to Follow up and Respond
- Letter from Bev at Uniting Church of thanks for the use of fairy floss, snow cone and popcorn machines – enclosed Cheque for \$100 – given to Treasurer

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

Moved: Maree Kenwick

Seconded: Sam Ford

Carried: All

5. PRESIDENT'S REPORT

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

- On behalf of the P & C, I'd like to welcome Angie Presecan to the role of Secretary – we're looking forward to working with you! Angie is new to the school this year but is already an active volunteer, assisting with the Mother's Day Stall and Prep P & C activities. I'm sure she'll be a great asset to the team. Thank you to Maree Kenwick for her many years of dedicated service to the P & C, and for staying on to help Angie as she settles into the role.
- Since the last P & C meeting, we have become a member of the Queensland Association of School Tuckshops. This will give Lexie and the tuckshop and uniform shop working group access to professional development opportunities and useful resources.
- We are now less than one month from the Winter Carnival! The Loose Change Challenge was well supported and very successful. Sam Ford has been able to purchase all of the items we need for the Carnival with these funds. We still need volunteers to help in the lead up to the Carnival and on the day, so if you haven't already spoken to Sam about how you could help, please do. Please also encourage other parents in your networks to volunteer for a few hours – every little bit is a tremendous help. Notes have come home calling for volunteers and homebake donations.
- Caroline Harridence has volunteered to take on the Hall Canteen convener role – please make her welcome. She will be working with Carly to organise the election sausage sizzle and homebake stall on Saturday 2 July, and will then take the lead organising the Hall Canteen for school events.
- In closing, the P & C commends the work of the school and Education Queensland in the quick response to the recent flooding of Grayson Hall. We are committed to working with the school to encourage Moreton Bay Regional Council to take action to prevent further destruction and disruption.

Motion: I move that the President's Report be accepted

Moved: Nerida Leal

Seconded: Megan Westbury

Carried: All

6. TREASURER'S REPORT

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

Currently \$117,000 in bank account

\$20,000 contribution to ICT forwarded to school per last meeting (ICT)

Request to update MYOB – currently using a version that is 4-5 years old

- Current discounted offer of \$30 per month

Motion: I move that the Committee approve the purchase of the updated version of MYOB

Moved: Carly Mattea **Seconded** – Paul Kingston **Carried:** All

- 2 new sealers required for the fairy floss machine – purchase of one is approximate \$80
- Request for the purchase of a new Bain-marie

Motion: I move that the Committee approve the purchase of a new sealer for the fairy floss machine and a new Bain-marie

Moved: Carly Mattea **Seconded** – Paul Kingston **Carried:** All

- The doors on the popcorn machine need to be repaired in the lead up to the carnival

Motion: I move that the Committee approve the repair of the doors of the popcorn machine

Moved: Carly Mattea **Seconded** – Rob Eaglesham **Carried:** All

Motion: I move that the Treasurers Report be accepted

Moved: Carly Mattea **Seconded** – Maree Kenwick **Carried:** All

7. PRINCIPAL'S REPORT

Report tabled by Principal, (copy attached).

Report tabled and filed

Items addressed:

Taking advantage of the local parliament members being present, ACSS suffered significant flooding at the last rain event

- The school is getting a lot of overflow from the creek– requested that someone takes responsibility by helping to take action with the creek
- Request for the drain between ACSS and All Saints be repaired
- Both local members agreed to come to the school to review the concerns plan forward

School Enrolment Management plan

- Currently looking at 6 prep classes if we take all that want to come to the school
- Sending out letters of offer to people that meet the criteria that live outside the catchment
- Not able to accept all – locked into a maximum of 125

NAPLAN Online

- ACSS is a NAPLAN online school as at 2017
- 60 schools across the state have been chosen to do this

The Book Pack Provider has been sourced

After School Care - YMCA – renegotiated for 12 months
Currently investigating becoming the the first BYOB

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

Moved: Paul Kingston **Seconded:** Rob Eaglesham **Carried:** All

8. SUB COMMITTEE REPORTS

8.1 Prep P&C

- Prep disco booked for 7 October 2007
- DJ booked

8.2 Music Supporters

- Nil

8.3 Hall Canteen

- Caroline Harridence has volunteered to take on the Hall Canteen convener role
- Nothing in the Hall Canteen was damaged in the flood

8.4 Tuckshop and Uniform Shop

- All tuckshop appliances have been checked and are fine
- The menu to change over the next 6 months, per the new legislated requirements – looking to get some menu ideas, with the possibility of a seasonal menu
- Will be looking to make more onsite

- Mrs Mac's pies have come in as the current supplier won't meet new requirements
- A new oven is needed for the tuckshop – this is to be further investigated
- Uniforms – reduce price of size 12 and up for the microfibre jackets in the old style, due to excess stock
- Skirts have been found in the P & C room – will investigate options for this

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

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

9. CHAPLAINCY

Work continued with the Year 1 and Prep classes – working one-on-one with approximately 12 students

PAL – finished for the year 6 cohort for the year – will be moving on to the Year 5 cohort from next semester. Some year 6 students will be asked to mentor

Food packages are being provided for some families in the community that are having a hard time

Portabella fundraising dinner went very well last night – the next fundraiser will be held in October (Trivia night – 22/10/2016)

- Currently up to 80 raffle prizes

Additionally - working toward doing walkathon sometime next semester

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

Moved: Chappy Matho **Seconded** Megan Westbury **Carried:** All

10. FUNDRAISING

Winter Carnival meeting held prior to P & C Meeting

Decision made in relation to the Pie Drive - not to progress this year

11. SCHOOL COUNCIL

School council meeting held last week

Paul Kingston presented strategic planning for the next 4 years, including:

- Staffing
- Pedegogy

- Digital technologies
- Facilities

The next School Council Meeting will be held on the 6 September 2016

12. GENERAL BUSINESS

NEXT MEETING

The next meeting is to be held on **Tuesday 19th July 2016** in the Library Annex of Albany Creek State School, 696 Albany Creek Road, Albany Creek at 7.00pm.

Meeting Closed at 8:55pm

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Signed (President)
Minutes prepared by Angie Presecan

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Date