

**FERNSVALE STATE SCHOOL
Parents and Citizens Association
General Meeting Minutes**

15th July 2019

Meeting opened at: _____ 7:02pm _____

1. Attendance and Apologies: Refer attendance book. Apologies: Kylie Henry, Kylie Molkentein, Lynette Symons

2. Previous Minutes: Moved: Dee Strong
Seconded: Emma Burstall

3. Business Arising from Previous minutes.

- ❖ Grant application CGBF- Grant application for playground area Y2-3. Unfortunately unsuccessful in application submitted 28th Feb (according to GCBF website, no e-mail received). Nicole will follow-up with Ann Bichel regarding submitting in next round (Round 102, due Aug 31st). David and school admin website received request for most recent quote, David to follow-up by this Friday. Nicole to e-mail login details for portal.
- ❖ Donation box for markets- not yet collected. Decision made to not carry forward and that box does not need to be collected.
- ❖ Colour explosion- Kylie Molkentein, Dee Strong and Kylie Wells met with Australian Fundraising- decision to not run on Sunday as school would have to do all of organising and there is no insurance on weekends. Possibility of holding it on a Wed afternoon in Term 4. Children would have to come dressed in white t-shirt and travel home in painted clothes. David and Kylie still to check with bus companies to see if they have any concerns. Fundraising would be on-line, those children that don't fundraise pay a \$10 participation fee. Company takes 35% or 40% if they set-up and provide wrist bands and sunglasses. Kylie Wells also received call from Daniel Morcombe Foundation to see if school would be interested in running colour explosion in line with Day for Daniel (25th October). It would be organised the same but profits raised would go towards Foundation rather than P&C. Vote taken, majority of attendees in favour of running colour explosion and profits staying within the school, possibly consider donating extra to Daniel Morcombe Foundation when school holds Day for Daniel. David and Kylie to discuss date and booking in with company with Kylie Molkentein.
- ❖ Advertising for markets on River 94.9, due end June. New contract: 4 commercials every Saturday between 6am and 6pm as well as 4 x bonus spots in recognition of sign placement. Four weekend months would be \$640+ and five weekend months would be \$800+. Commercials are 15secs in length. Will discuss again at last P&C meeting for 2019 in November as will have to renew in Dec.
- ❖ Prep open morning 27th July, 9-11am. P&C executive to organise BBQ again- Kerry to purchase sausage (approx 100), bread, sauce, water +/- fruit and set up, will have to leave at 9. Looking for helpers, Nicole to put call for volunteers in newsletter first two weeks T3. 4 parents have

already volunteered. Apologies from Nicole Callaghan who will not be able to attend due to family reasons.

- ❖ Chess fundraising- cost rising especially with school having to pay for bus transport (last year parent numbers unable to transport all children to/from tournaments). Cost of bus for day around \$600 (around \$23/child) plus cost of tournament fees \$15-\$25. There are 5-6 tournaments per year. School can not continue ongoing cost, P&C exec concern if we start paying full bus fare for chess then need to do it for other extracurricular activities. Chess parents, with P&C support, to look at fundraising, a BBQ date at markets has been set aside for later half of year- carry forward
- ❖ Cash for recyclables- P&C to register for account- Emma Burstall tried to set up but issue with setting up new e-mail. Will have another try.

4. Correspondence IN:

- Helena Armstrong Ravula- Y6, request for P&C assistance for payment of Met West netball and track and field representation. Compulsory levy Netball \$134, T&F \$97. *All attendees in favour of P&C payment for both compulsory levies, total \$231.00.*

5. Correspondence OUT: Nil

6. Business Arising from Inward Correspondence:

- Emma Burstall to contact Norma Armstrong Ravula regarding payment for Met West representation.

7. Treasurer's Report- copy attached

❖ Balances (Approx):

\$47 574	General Account
\$44 003	Tuckshop Account
\$91 577	TOTAL

Moved: Emma Burstall

Seconded: Lisa Allen

8. Business Arising from Treasurer's Report- Nil

9. Principal's Report-

- Bus zones- awaiting schematic design from council.
- Enrolments down to 561 (574 at start 2019). May have 4-6 new enrolments this week. Sitting at 23 teachers.
- Payment for excursions- please let David know if there is any family who can not send children due to financial reasons
- This Thursday- last visit from John Fleming for 2019.
- Audit report- FSS "self managing". New processes identified for parents transporting children for school events- now EQ approved forms. Also markets- school needs blanket agreement with P&C for use of grounds, P&C are then responsible for how we manage stalls, check for insurance etc. Also need hire agreement with P&C for tuckshop and uniform shop. David to follow-up with Bronwyn to arrange paperwork.

Moved: David Raine
Seconded: Mark Ballin

10. Market Report-

- Specific bin for recyclables. Dee trialled now for a few weekends, bin used for general rubbish also. Suggestions to cut small hole in top of bin and padlock shut or look at wire recycling cage.
- Thank you gift and presentation for Heather and Warren for there many years of service (30+ years) to the Markets. No suggestions, carry forward
- Busy last Sunday with fun run. \$15400 withdrawn from ATM!
- Dee organising new copies of insurance papers for individual stall holders- to be filed monthly so can keep track of when they are due
- Metal stays in ground near pathway to hall- safety issue, David Raine to follow up.

Moved: Dee Strong
Seconded: Emma Burstall

11. Tuckshop Report-

- EFTPOS machine going well
- Placing orders for uniforms for 2020.
- Need volunteers especially for Mondays and Tuesdays. From school drop off to 11:30. Nicole to put in newsletter.

Moved: Lisa Allen
Seconded: Nicole Callaghan

12. General Business-

- Phone payments will no longer be accepted at school office once nbn is installed in few weeks. It is a security issue for parents, both for information taken in the office and risk or personal breech via nbn. School looking at b-point (invoice numbers needed for this method of payment) OR direct debit.
- Senior shirts- can be worn Mon-Thurs. Not to be worn if representing FSS out of school grounds.
- Fathers Day gifts- Dee to order from catalogues. Emma to look at invoices for purchases for Mother's Day to estimate number needed.
- Thank you to all school members who supported school with Earn and Learn stickers- \$57 000 earned for school- items picked out of catalogue provided by Woolworths.

Meeting closed at ___ 8:04pm_____