

FERNSVALE STATE SCHOOL
Parents and Citizens Association
General Meeting Minutes

20th May 2019

Meeting opened at: ____7:04pm_____

1. Attendance and Apologies: Refer attendance book. Apologies: Kylie Henry, Brian Kickbusch, Emma Burstall

2. Previous Minutes: Moved: Dee Strong
Seconded: Kylie Smith

3. Business Arising from Previous minutes.

- ❖ P&C Donation to school in need- P&C donated \$500 to the North Queensland Flood appeal, as approved by all attendees at last meeting.
- ❖ Grant application CGBF- Grant application for playground area Y2-3. No further feedback from application submitted 28th Feb. P&C has committed funds to project of around \$40,000.
- ❖ Bin lifter. School has purchased, arriving tomorrow. Training to be provided for staff (including market coordinators) & volunteers on how to use.
- ❖ Donation box for markets- not yet collected. Kerry to follow-up.
- ❖ P&C to purchase eftpos machine for tuckshop for use for uniform purchase only. Paperwork has come back, Kerry and Emma to go to bank to sign and then will organise time for training.
- ❖ Mother's day stall. A huge thank you to Dee Strong for organising and all volunteers and donations received. Profit of \$1020 from stall. There was a lot of positive feedback from students and parents. Suggestions for next year and Father's Day- a lot of congestion around tables, possibly have all price ranges on one table; will also have roster for classes to go in school time.
- ❖ School disco- A huge thank you again to Dee Strong and volunteers for organising and running. Profits go towards decreasing cost of Y6 camp to Tallebudgera. \$4000 made which is approx \$55 off cost per student. Greater profit than previous years due to DJ and having raffles.
- ❖ Colour explosion- possibly held on a Sunday to coincide with the country markets. Questions arose regarding risk management out of school hours but on school grounds, insurance, who is in charge, legalities etc. Company responsible for insurance, parents responsible for children on day. Would try to keep all registration and sponsorship done online. Kylie Molkentein to contact Australian Fundraising to check availability for Term 4.
- ❖ Feedback on new P&C meeting time trialled for first time tonight- brought forward from 7:30pm to 7pm. All attendees happy with new time.
- ❖ Constitution – Brian Kickbusch looking for copy. David Raine to follow-up. Nicole only has copy of 2014 Constitution.

- ❖ (Chess 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 to discuss amount/ways of subsidising- 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, need to look at fundraising, a BBQ date has been set aside for later half of year- carry forward to Semester 2.)

4. Correspondence IN:

- E-mail P&C Qld- call for nominations for area coordinators.
- E-mail- Uninsured Stallholders liability insurance renewal due 21st May.
- Letter from Y3-4E- persuasive letters asking for playground equipment on oval.

5. Correspondence OUT:

- ❖ Letter to businesses regarding donations for Mothers Day Stall and disco raffles- used by Dee when asking businesses for contributions.

6. Business Arising from Inward Correspondence:

- Insurance- Kerry returned paperwork but has not had reply from company. Will follow-up tomorrow.
- Nicole to write thank you letter to Y3/4E

7. Treasurer's Report- March/April combined. Presented by Kerry DeRuiter as Emma Burstall not in attendance.

❖ Balances (Approx):

\$26 054	General Account
\$46 840	Tuckshop Account
\$72 894	TOTAL

Moved: Kerry DeRuiter

Seconded: Kylie Molkentein

8. Business Arising from Treasurer's Report-

9. Principal's Report- report attached

- Full audit occurring for 4 days in June. May require contact with P&C, probably Emma as Treasurer.
- Building removal- no further feedback from Department
- Letter sent home to parents regarding contamination in playground. Was small piece of debris, not able to be tested as it was disposed of at time. It is requirement of Ed Dept (facilities) that letter be sent (they write letter), senior supervisor from BAS (asbestos removal company) checked site as per protocol.

Moved: David Raine

Seconded: Lisa Allen

10. Market Report-

- Agreed at last meeting to use specific bin for recyclables and to set up a recycling account for the P&C for funds to be deposited into. – carry forward
- Busy week last week due to Ipswich show.
- Ambulance called twice before 6:30 due to stall owner hitting head while unpacking and Diabetic incident.
- Dee suggested Thank you gift and presentation for Heather and Warren for there many years of service (30+ years) to the Markets. Suggestion of including Newspaper. Attendees to think of ideas and bring to next meeting

Moved: Dee Strong

Seconded: Kylie Molkentein

11. Tuckshop Report-

- Quiet start to term- slow increase in winter uniform sales
- Request to add details of online ordering again to newsletter.

Moved: Lisa Allen

Seconded: Dee Strong

12. General Business-

- Nicole to write thank you letter and do up certificate to local businesses who donated items for raffles for disco and also Graeme Peel for donation of light.
- Advertising in school newsletter- Payment for 12 months due end of June. \$10/months, \$120/12months. All attendees in favour of keeping same price as newsletters now electronic.
- Advertising for markets on River 94.9, due end June. Approx \$800-\$1000/month (cost last year around \$9000). Is decreasing profit from markets and therefore income to P&C and benefit to school. Kerry to contact River 94.9 to discuss options, ? what would receive for \$500/month?
- Attendance reward- given at start of Term 2 for Term 1 attendance. Ice blocks given. Letter was not sent home due to time constraints- David apologised for this. Suggestion regarding care with children with allergies (iceblocks contained dairy). Feedback from parents was that children enjoyed the iceblocks. Unsure whether to give in winter months or other suggestions welcomed.
- Prep open morning 27th July, 9-11am. P&C executive to organise BBQ again- sausage on bread, water +/- fruit
- Comment on neatness of school grounds- untidy at times. School has advertised temporary position which has been filled by two people for next 6 week to fill gap on Mondays and Tuesdays. Trevor at school Wed-Fri. Will then advertise for permanent position to fill Monday/Tuesday.
- Mr Butler purchased large chess board from markets that he has given to school so children can take it outside to play. P&C to reimburse Mr Butler (approx \$100-\$120)- Dee will get receipt from Stall holder
- ? Lights not working around school- very dark on early mornings for markets. David to check timers
- Toilet seat missing in boy's toilet- Kylie Molkentein has alerted Trevor.

Meeting closed at __8:09pm_____