



MINUTES

Tuesday 23 February 2021 after AGM

Start of meeting:	6:30pm		
Members in attendance:	Kristen Cootes, Tanya Webster, Kerrie Natoli, Peter Knowles, Sharleen Bruhn, Renice Tumanuvao, Sharn Spencer, Jacqueline Judd, Victoria Gilkes-Cox, Clara Marshall,		
Apologies	Toni Day, Elisha Dibben, Sue Esposito, Mark Seijbel, Lee Rosetta, Jarrod Bleijje		
Confirmation of minutes from previous meeting	Minutes accepted		
Correspondence	Only general mail - Fundraising catalogues, Myob, Bank statements		
	Moved by: Jacs Judd	Second by: Sharleen Bruhn	Carried by: Sharn Spencer
Reports: College Director's Report	<u>Principal's Report 2021 February</u> <u>Great Start to the Year</u> <ul style="list-style-type: none"> - Numbers are lower in Secondary and across the region - Starting the year with 883 primary & 1693 secondary = 2576 - Student Free Days – Team building, Vision and Values, Mandatory Training, Time for teachers to work in teams to understand their units of work for Term 1. <u>Vision and Values</u> <ul style="list-style-type: none"> - Learning Together to Achieve Our Best - 4 values – Courtesy, Collaboration, Compassion & Courage - Focussed lessons on Compassion have started P-12. - Community days will reflect the identified value each term - Signage and resource development is underway <u>4 Year Strategic Plan</u> <ul style="list-style-type: none"> - Hand out - Know the Learner + Know the Curriculum + Know the Next Step = Improved Outcomes for Students Under wellbeing <u>AIP</u> <ul style="list-style-type: none"> - Hand out 		

	<p>- Focus – building teachers understanding of the Australian Curriculum</p> <p>Students talked to us about Collaboration.</p> <p>Tim Burns Courtesy</p> <p>Chappy Chris Compassion</p> <p>Attendance rate has not bounced back since Covid, currently working on.</p> <p>Emailed to the P&C</p> <p>The SRS breakdown income and expenditure reports for 2021</p>		
	<p>Moved by: Kerrie Jones</p>	<p>Second by: Renice Tumanuvao</p>	<p>Carried by: Sharleen Bruhn</p>
<p>Reports: Treasurer's Report</p>	<p>The financial reports have not been collated for January for approval and acceptance due to our bookkeeper being unwell and off work at present. As our financial reports have only just been finalised and we are unable to close the last financial year as our bookkeeper just needs to finalise a few things when she returns. The January-report will be presented at our next meeting.</p> <p>I have however presented our bank statements for January for acceptance and can confirm our Current bank account balances as of 22/02/201 are:</p> <p>Convenor account-\$556.29</p> <p>General account- \$89,703.28</p> <p>I am also in the process of finalising our final budget for 2021 and will present this at our next meeting.</p> <p>I would also like to touch base to get approval to use cm solutions to complete our BAS that is due next week as our bookkeeper is not looking to return to work for a few weeks and as I work full time I do it have the capacity to complete this in time. Can I ask that we have approval to use cm solutions next week to complete our BAS please?</p> <p>As some of you may remember from last we had applied to be registered for gst, around the same time our new bookkeeper was employed, upon looking into this more and many discussions, we don't feel we would have a fundraiser profit of \$150,000 and we would like to deregister for gst moving forward as this adds an extra layer of accounting that is not needed. it must be voted on In our first meeting each year on how we proceed with gst, I propose that we remove our gst registration, all in favour please raise your hand, this not in favour please raise your hand. Our bookkeeper has been off sick. We will present a finalised and signed report at our next meeting. In process of finalising our Budget for 2021.</p> <p>We ask for approval for CM Solutions to do our quarterly bass</p>		

	<p>Moved by: Renice Tumanuvao second by: Clara Marshall Carried By: Vicky Gilkes-Cox</p> <p>Last year we looked at registering for GST. We have decided we would like to remove the gst registration as it is no longer required.</p> <p>Moved By: Renice Tumanuvao Second By: Vicky Gilkes-Cox Carried By: Peter Knowles</p> <p>Indigenous grant has been awarded but not signed off on. Jacs to do acquittal with Shannon on bike grant.</p>		
	<p>Moved by: Renice Tumanuvao</p>	<p>Second by: Jen Aleo</p>	<p>Carried by: Kerri Natoli</p>
<p>Reports: Café Report</p>	<p>Evening all.</p> <p>Now in week 5 we are back up to full speed, the Coffee shop has been extremely busy with sales as high as \$1300 a day- we are looking to have new benches installed in the next couple of weeks out there as the ones we have now wobble and cause the blenders to vibrate and be louder. For health and safety reasons we are also currently trying to source Perspex boxes for the blenders to sit in to block the noise as its extremely deafening.</p> <p>At the start of term we had all the benches in the main kitchen replaced with food grade stainless benches, we had the corner unit replaced as well and now have 9 stainless drawers. Our tuckshop is starting to look very professional and most definitely runs a lot smoother</p> <p>Our range hood above the grill plate is not in working condition and does not meet health and safety regulations. I have had one quote come back to have a new one built & installed. I am still waiting on 2 more quotes.</p> <p>We only received 3 applicants for the casual position, which I am currently trialling this week. Hoping that one is suitable and ready to start next week.</p> <p>Since the fences around the school have been installed we have had an increase in drink and food sales due to the students not being able to escape. A couple of years ago we used to have 4 slushy machines that were filled with a fruit juice base which sold really well until the 7 eleven started trading and selling slushies and so our sales dropped off. I would like to propose we put the slushy machines back into the senior tuckshop – The cost is only for the juice product, the machines are on lend for as long as we use their product, in saying that we could look at a larger commercial machine similar to 7 eleven.</p> <p>Exhaust fans need to be upgraded and maintained to keep the air conditioner clean and efficient.</p>		
	<p>Moved by:</p>	<p>Second by:</p>	<p>Carried by:</p>

	Kristen Cootes	Kerri Natoli	Renice Tumanuvao
General Business: Security Gates / Fencing	<p>The purpose of the fence was initially security after having over 53 windows broken in 1 night. Stops thoroughfare of traffic.</p> <p>Helps keep kids inside school, prevents people coming and going that have no purpose here.</p> <p>Vicky raised the concern of potentially trapped kangaroos inside the fence. Ground keepers to do a search.</p> <p>It's currently a trial and error process: Parents and present members have asked for more Parental information regarding gates and fences Gates are currently locked at 1030 and reopened at 2pm, remaining locked at breaks for the safety of the kids. Some parents feel like freedoms are being stripped from our children due to lack of information and understanding why. Kerrie to put together a post and email to school community</p>		
	Moved by: Kerrie Jones	Second by: Sharleen Bruhn	Carried by: Vicky Gilkes-Cox
General Business: Roadwork's Update	<p>We were under the impression that the roadworks would have a barrier in the middle to prevent kids running across the 4 lanes of traffic.</p> <p>Kerri Jones to follow up with council and civil engineers and if needed P&C happy to endorse a letter with concerns.</p> <p>Present findings at the next meeting.</p>		
	Moved by: Kerri Jones	Second by: Clara Marshall	Carried by: Sharn Spencer
General Business: Uniform (sports shirt issue)	<p>During the holidays our supplier took it upon themselves to change the design. The V neck has been altered. The V Neck no longer has any movement as it has been stitched shut, making the head hole smaller.</p> <p>This was not a P&C approved change. School Locker was informed and have called the family in question. Situation is being rectified and monitored for further stock problems.</p>		
	Moved by: Vicky Gilkes-Cox	Second by: Jen Aleo	Carried by: Clara Marshall
General Business: Prizes for core values stickers	<p>We have 4 stickers to represent the 4 C's. The first person to get all 4 sticker for each C gets a voucher to take to the tuckshop for an icy pole.</p>		
	Moved by:	Second by:	Carried by:

	Vicky Gilkes-Cox	Peter Knowles	Jen Aleo
General Business: Tuckshop and Bell Times	Change in bell times has impacted the tuck shop. 2 x 30 mins breaks has had a substantial effect on Tuck shop. Kristen and the team are getting on top of it, having changed shift times.		
	Moved by: Vicky Gilkes-Cox	Second by: Jen Aleo	Carried by: Sharn Spencer
General Business: Fundraising for 2021	Document attached		
	Moved by: Jacs Judd	Second by: VickyGilkes-Cox	Carried by: Jen Aleo
General Business: Bunnings Sausage Sizzle Reports	<p><u>BUNNINGS SAUSAGE SIZZLES</u></p> <p>Vicky, Renice and myself attended Bunnings Sausage Sizzle Induction training on Tuesday 3rd November. At any Bunnings BBQ there must be 1 inducted member on shift at all times. Firstly I would like to thank all the volunteers who helped over the 2 events</p> <p><u>Saturday 28th November 2020</u></p> <p>We held our first P&C Bunnings Sausage Sizzle on Saturday 28th November 2020. It was a beautiful sunny but not too hot day. We started onsite at 7:30 with 3 shifts of volunteers, we had a constant flow of customers. We cooked and sold 37.8kg / 504 sausages 5 slabs of soft drink and 3 slabs of water until we turned the bbq off at 2pm.</p> <p>Minus expenses we walked away with a profit of \$1200.00</p> <p>Based on our group proficiency and compliance of Bunnings rules and regulations we were asked if we would like to be placed on a short notice fill schedule. Of course we said yes</p> <p><u>Sunday 14th February 2021</u></p> <p>With 2 weeks' notice we were contacted and offered a sausage sizzle spot that another group had pulled out of. With all plans and procedures still fresh and easily amended we were able to accept and advertise for volunteers within the day.</p> <p>It was rainy, very quiet and valentine's day. Valentine's day was always either going to work in our favour - romantic gesture buying garden stuff, tools etc or have people out elsewhere, but the rain was a killer. The Bunnings Activity Organiser was almost ready to reimburse us for our goods and send us on our way when it cleared up. We still cooked 28.8kg / 384 sausages</p> <p>This time around minus expenses we made a profit of \$637.40</p> <p>Once again we impressed and have been put on the late notice fill in list. Having done 2 now 1 on a Saturday and 1 on a Sunday, 1 sunny and 1 rainy etc we can see there is a broad scope of potential profit. Being the application lists from groups to run a bbq is 6 months plus Meridan State College P&C Association is currently sitting in a great position.</p>		

		Moved by: Jacs Judd	Second by: Sharleen Bruhn	Carried by: Jen Aleo
General Business: Christmas Stall	<p>On Thursday 3rd December 2020 we held an afternoon Christmas stall. It operated from 1:30 - 4pm and was aimed at parents waiting for kids, with minimal access needed into school grounds. This Christmas stall wasn't aimed at making big profits, it was aimed at clearing out some excess stock as well as provide quality Christmas items and stocking stuffers to families within our community.</p> <p>We managed to clear a fair collection of stock and made a profit of \$183.32</p>			
	Moved by: Sharn Spencer	Second by: Clara Marshall	Carried by: Jacs Judd	
General Business: Meridan Festival	<p>Meridan Festival Committee meeting minutes read.</p> <p>Secondary food meeting update by Vicky</p> <p>Food - where food is set up</p> <p>Sticking to basic foods -Kristen and Tuck shop hiring in deep fryers No student will be cooking but they can serve</p> <p>Kristen going to talk to Aiden at Parklands Bakery to supply with donuts that we can fill and sell</p> <p>Fairy Floss, Slushies and pop corn been offered to primary side.</p> <p>Hiring Popcorn machine from Talara</p> <p>Hospitality - Pulled pork, Hot dogs, tacos</p> <p>Hospitality students running Ice cream through Peters</p> <p>Lee has informed us that the Lions and Rotary run a bbq email received today.</p> <p>Mandy burns has contacted the Nepalese community group and then we had a 2nd group that wished to be involved.</p> <p>We want to move stalls away from the tuck shop - We are looking at getting a coffee van/cart in A local community member who has offered time in the past and a donation to chaplaincy</p> <p>Thinking smart and keeping it simple. Involving the leadership teams.</p> <p>More to report after our next festival committee meeting on Thursday 4th March at 3pm</p>			
	Moved by: Jacs Judd	Second by: Sharn Spencer	Carried by: Sharleen Bruhn	
General Business:	Attached - Subject to change schedules pending			

Confirm future P&C dates	Moved by: Jacs Judd	Second by: Renice Tumanuvao	Carried By: Sharleen Bruhn
General Business: Front Bus zone	<p>A parent asked - Who do we approach about the front of school bus zone becoming a shared drop and go zone.</p> <p>Not a school preference but the zone out the front of the junior side has become a full bus zone, due to access on the secondary school not being adequate for the buses.</p> <p>Transport Mains and Roads</p> <p>Discuss with Jarrod at the next meeting</p>		
	<p>Peter Thanked the P&C for the scholarship program as his daughter was the lucky recipient of one.</p>		
	<p>The School Tuck shop team presented Vicky our outgoing president with a bunch of flowers. Thank you to everyone who has believed in and supported</p>		
Close meeting	<p>Tuesday 16 March 2021</p> <p>Close of Meeting 7:30pm</p>		