



MINUTES Zoom Meeting

Tuesday 14th September 2021

Start of meeting:	6pm		
Members in attendance:	Jacqueline Judd (President), Renice Tumanuvao (Treasurer), Sharleen Bruhn (Secretary), Kerri Jones, Shannan Gneil, Clara Marshall, Jennifer Aleo, Cecilia Esterhuizen, Peter Knowles, Toni Day, Sue Esposito, Anastasja Hughey		
Apologies	Jarrod Bleijie, Mark Seijbel		
Confirmation of minutes from previous meeting	True and Correct Second by: Clara Marshall Carried: Peter Knowles		
Matters arising from minutes	Any Matters arising will be addressed in tonight's Agenda		
Correspondence	- CBA - merchant Statements, manual deposit slips - P&C QLD - term edition of Parent Talk - Suppliers Catalogues		
	Moved by: Jacs Judd	Second by: Kerri Jones	Carried by: Sue Esposito
Reports: College Director's Report	<p style="text-align: center;">P&C Meeting September 2021</p> <p>COVID Term 3</p> <ul style="list-style-type: none"> - Staff were well prepared for Learning at home in Week 4 of this term, at short notice. - Wearing masks – students are very compliant – The department has provided masks for the college to issue. - Some student events such as dance, live on stage and excursions were cancelled due to COVID <p>Playgroup</p> <ul style="list-style-type: none"> - Is back and doing extremely well. <p>BM</p> <ul style="list-style-type: none"> - Kerrie Natoli has extended her leave and we have advertised for a new AO7 position. - Lisa and Shannan have done a wonderful job backfilling for Kerrie - Interviews Week 1 next term <p>Planning for 2022</p> <ul style="list-style-type: none"> - Staffing conversations are in progress. - Predicted numbers are lower as a result of the opening of the new schools. Marketing in 2022 will focus on ensuring that all students in our catchment attend Meridan. <p>SET Planning</p> <ul style="list-style-type: none"> - Taking place this week <p>2022 Online Learning</p> <ul style="list-style-type: none"> - Trial for 2022 in partnership with Central Office 		

	<ul style="list-style-type: none"> - Students can choose to do English and Maths Essentials online with a Meridan teacher - Using iSee as the platform – used by the virtual academies. <p>Live on Stage is Back in Term 4 Pirates and Princess Day raised over \$800 Mini Olympics this Friday – organised by the student leaders</p>
<p>Reports: Presidents Report</p>	<p>Welcome everyone, Thank you for joining us. As everyone is aware we cancelled last month's meeting as it was a chaotic time with Covid Lockdowns, 1 week of home learning and the unfortunate cancellation of our Meridan Festival. These days life has become somewhat unpredictable and things happen and we as individuals and the P&C have to push on, adapt and come up with new strategies.</p> <p>We are incredibly fortunate to have such Amazing supporters in our community. I would like to take a moment to say a massive Thank You! to our 3 major festival sponsors The Parklands Bakery, Jarrod Bleijie and TGPS Plumbing who all kindly turned their festival sponsorship into Donations. I have also been in contact with our other supporters who are all happy for us to keep their donations for a MEGA Raffle which we will plan and implement next term.</p> <p>On the 1st and 2nd of September we held our annual Fathers Day stall, in which we will report on later in the meeting. We want to extend a huge thank you to the amazing volunteers who helped us out.</p> <p>On the weekend the P&C Exec attended the 2021 P&C State Conference in Brisbane, the theme of the conference was Strategy and Adaptation. It was the 1st time any of us had attended a conference and wow what an experience. We worked the room, networked with other P&C's, attended some brilliant key note speaker sessions and divided and conquered all the breakout sessions relevant to our P&C. I think I can speak for all 3 of us when I say we are feeling rejuvenated and re-inspired. We have been discussing some new concepts that we hope to introduce to our everyday running of the P&C in support of the school community. One of the keynote speakers suggested the future of P&C's was to become nonexistent, I don't think many in attendance agreed and made it more evident that the strategy and adaptation them was more than ever appropriate.</p> <p>This week I have popped into school Locker and ran my eyes over the senior sports shirt that needed a slight yet unnoticeable to the eye change to the collar to make the head hole bigger.</p> <p>I have also met with Sue and discussed our last major event for the year, the primary school disco in week 10 of term 4 which will cumulate with the drawing of our Mega Raffle.</p>
<p>Reports: Treasurer's Report</p>	<p>Welcome to our last meeting of term 3, I hope you are all looking forward to the upcoming holidays.</p> <p>Just a quick one from me tonight.</p> <p>The financial reports have been collated for July and August 2021 and has been sent to Kerrie for approval and acceptance.</p> <p>These include:</p> <ul style="list-style-type: none"> • Cash disbursements and profit and loss reports for the Executive, Fundraising & Tuckshop accounts for July and August. • Summary Reconciliation for July and August

The bank statements are witnessed and verified by myself and also sent to Kerrie for acceptance.

Current bank account balances are
 Convenor account-\$1,272.77
 General account- \$105,573.64

As you are all aware the festival was cancelled and we have not much of a loss and this is thanks to our event sponsors Parklands bakery, TGPS plumbing and Jarrod Bleijie. They all decided to change their sponsorship to a donation instead so we have received a total amount of \$2580.00 in donations and this covered our losses of \$869.26. So this has given us a festival profit of \$1710.74, it's not the projected income of \$30,000 but it's better than nothing.

We would also like to make our annual donation to school at the next meeting and would love to get that list of future projects as we would like to create some goals for P&C by making a visual to share with school about what we are currently working on, this will also hold everyone accountable about any future projects and upcoming events. If we could get the wish list items so we can put this together before the next meeting that would be amazing

Moved by: Renice Tumanuvao	Second by: Peter Knowles	Carried by: Clara Marshall
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Reports:
 Café Report

It has been an eventful first few months for me here at the cafe from finding my feet, thrown in the deep end to order all the food and drink for the festival then trying to cancel it all. Then the week of lockdown where we ran on minimal staff and with a limited menu to try and keep those students and teachers happy who were on site. Now things have settled I feel like I have found my feet until something goes wrong.

We have had a couple of equipment issues. One of our main sandwich presses stopped working - an element was disconnected. Connoisseur came out and assessed the machine then took the press away to fix. It is now working fine. On the same day the Electrolux oven decided it didn't want to function properly so Connoisseur came and inspected the oven and found a few problems - One element not working, the timer is counting up not down and a vent wasn't open properly. They have sent me a quote to fix these issues and I accepted that quote last week. Hopefully parts will be here soon and can arrange for it to be fixed during the school holidays.

The pie warmer that was broken before I started has now been fixed with them replacing the thermostat after finding out that was gone once the doors were replaced.

The new stainless-steel hood above the large grill was installed last Friday and works a treat (all be it very noisy, but that's a good thing - it's working!) After a set back from the electrician not coming back Friday afternoon to put the isolated power back on we were all up and running from Wednesday mornings for breakfast again.

Menu wise, I have created an updated breakfast menu for the cafe which will be rolled out at the start of term 4 and will also look to update the cold drinks out there with a couple more dairy free options. Don't worry Jacs your Benny wrap is here to stay.

Lastly staffing wise I feel we are all getting along, will try and have a staff meeting this last week of term to brush out any issues and also

	<p>get some input for any updates to the munch monitor menu. I will also be sending out a survey to all parents and staff asking for their feedback on the Munch Monitor menu, but with summer around the corner look out for more salads.</p> <p>Thanks, Philippa Plummer</p> <p>Philippa has also noted a Health and Safety issue of food in the cafe that we would like to rectify this asap: Food is being double handled and sitting at different temperatures throughout service periods, to maintain food health and safety</p> <p>We would like to motion that we require the purchase of a new Bain Marie for our Junior side of tuckshop. We have obtained appropriate quotes and it will be \$2233.00</p> <p>Approved: Jen Aleo Carried: Kerri Jones Carried: Peter Knowles</p>			
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<p>General Business: Student Resource Scheme 2022</p>	<p>Please find DRAFT of SRS 2022 Fees attached with minutes.</p> <ul style="list-style-type: none"> • SRS Fees have reduced across the year levels for 2022 • Prep, year 1 and Year 2 have introduced the use of the Seesaw app. Seesaw has been utilised this year and has been loved by teachers, students and parents. • Removed numeracy cards from year 3-6 as abundant • Year 6 - added Interschool sports and Science kits including batteries and light bulbs <p>We Move that the P&C Endorse that the Meridan State College run the SRS program in 2022</p> <p>Second by: Toni Day Carried by: Renice Tumanuvao</p> <p>Toni - Year 6 home readers and guided readers why are they on the list when these year levels don't use them.</p> <p>Sue informed us - Novels and guided readers are used heavily in class. They come under the term guided readers to keep consistency across the database.</p> <p>The P&C Exec and Members would like to review the Draft and vote on the motion of acceptance of total cost at the next meeting in October.</p>			
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<p>General Business: Road Safety</p>	<p>As the school P&C President and a parent I have a major concern around Road Safety. We have had it on our Agenda many times but as most are aware a few weeks back we had a student who was hit by a car.</p> <p>I personally park at both ends of our school zone and on a daily basis see kids from both primary and secondary running across the street, see cars doing illegal turns, speeding, hoards of kids not paying attention to the cars on the roads or driveways and hear the whinging of how stupid the crossings are.</p> <p>I guess my question is where do we start?</p> <p>I believe Jarrod has contacted Kerri in regards to the relocation of the 40km sign extending the school zone beyond the Aldi traffic lights.</p> <p>Are there any Road Safety Courses that could be introduced to the school student and parent community via school tv even?</p> <p>We need to do something to drum these rules into the kids or else I fear we will only see more accidents in the future</p>			

	<p>CURRENT or IN PROGRESS</p> <ul style="list-style-type: none"> • Year 4 - Bike Safety Cycle Program ran by Sunshine Coast Council • Peter Cox and Road Safety team talked about safety • School Newsletter • Behaviour Lessons of the Week • Kids - Helmets • QLD Police Service - come out and talk • Extension of 40km school zone past ALDI <p>Parking and general congestions of road due to inefficient use of the STOP, DROP & GO and available car parks.</p> <p>To be continued</p>		
<p>General Business: Father's Day</p>	<p>We ran our annual Fathers Day Stall on Wednesday 1st and Thursday 2nd September. We would like to thank the classes, teachers and parents for supporting our fundraiser. We would also like to send a huge shout out to the volunteers who helped us over the 2 days. We cannot make these activities successful without your support. The Stall made a profit of \$2050.00</p>		
<p>General Business: P&C Pay Rise</p>	<p>As you may or may not be aware the hospitality industry had a wage increase of 2.5% this was effective as of 1/09 and staff had this increased paid to them in their most recent pay which was paid last Friday 10th August. We did not pass this increase on to our tuckshop convenor Phillipa as per advice from CM solutions and this was based on her still being in her probation period and not being employed with us for 3 months or longer. This is also due to the fact the she is being paid above the award wage as agreed. And that's all I've got for the P&C pay rise.</p>		
<p>General Business:</p>	<p>This year's conference was focused on strategy and adaptation and the exec team had a very productive time at the conference where we learnt new skills, networked and meet other liked minded people. We would like to thank you for allowing us the opportunity to attend this event as we have come back with a heap of information.</p> <p>We meet a number of suppliers, other school P&C member as well as joined sessions on reinventing and re-engaging your tuckshop, resilience, grant writing, cyber safety, exploring events, future career planning and had the pleasure of hearing Robin Bailey's storey on life challenges and how to overcome and adapt. We also celebrated the winner of the P&C of year who was Gympie South state school for the regular market stalls held on school involving the wider community on a regular basis.</p> <p>Off the back of the conference we have a number of take aways we would like to peruse and would love for the committee to be on board with one in particular as we believe this will assist in streamlining the business as well take away some of the pressure from us.</p>		
<p>Moved by: Jacs Judd</p>	<p>Second by: Renice Tumanuvao</p>	<p>Carried by:</p>	
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	<p>We have been in discussions with CM solutions and would like to make a motion to look at a business restructure and creating an operations manager role of approx 10 hours per week this will replace the bookkeeper role as we believe the bookkeeper role is not sufficient to maintain the business side of things moving forward. This will assist in future if and when the executive team is nominated, the operations manager will be there to assist with the transition.</p> <p>Supported by: Jen Aleo & Kerri Jones Second Motion: Clara Marshall Carried by: Jen Aleo</p> <p>There is a number of other take aways we would like to look further into such as a School Photography company Online shopping platforms Slushie machines made with fruit juice And many more exciting fundraising opportunities. We will look at presenting these other things in the next meeting.</p>						
<p>General Business: Year 12 Formal</p>	<table border="1" data-bbox="609 792 1487 869"> <tr> <td>Moved by: Renice Tumanuvao</td> <td>Second by: Jen Aleo</td> <td>Carried by: Clara Marshall</td> </tr> </table> <p>We are still thankful for the \$5000 you gave to the Formal Fund last year. We still need a few extra things as the cohort is bigger than last year and also some of the equipment is quite old and unfit for purpose. I need to purchase new bollards, ropes and carpet which can be used for other events around the school, more table cloths, small plates, more fabrics and lights for the room and some other smaller incidentals.</p> <p>I am still awaiting quotes on some of these items but would like to ask if you are able to donate \$5000 to the formal fund to purchase these items. It would be very much appreciated.</p> <p>The Formal is on Wednesday 17th November and Graduation on Friday 19th November 2021.</p> <p>All in attendance at the meeting were happy to approve this request.</p> <table border="1" data-bbox="609 1478 1487 1563"> <tr> <td>Moved by: Cecilia ESTERHUIZEN</td> <td>Second by: Renice Tumanuvao</td> <td>Carried by: Clara Marshall</td> </tr> </table>	Moved by: Renice Tumanuvao	Second by: Jen Aleo	Carried by: Clara Marshall	Moved by: Cecilia ESTERHUIZEN	Second by: Renice Tumanuvao	Carried by: Clara Marshall
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<p>General Business: Items from our attending Members</p>	<ul style="list-style-type: none"> • Could we get a weekly update of what is happening around the school? • Spotlight of activities sent out on a Friday to prep families for the week ahead. <p>Obviously with Covid, rules and regulations are constantly evolving and it can be tricky to keep up with planned and rescheduled activities</p>						
<p>Close meeting</p>	<p>Meeting Closed 7pm Next Meeting Tuesday 12th October 2021</p>						