

# Springfield Central State School

## P&C ASSOCIATION 2012

### MANY HANDS – ONE VISION

No. in Attendance: 9				
DATE of MEETING: 17 July 2012	<i>PRESIDENT</i> <i>Sarah Bliss</i>	✓	<i>SECRETARY</i>	
Meeting OPENED: 7.09pm	<i>VICE PRESIDENT</i> <i>Terena Day</i>	✓	<i>ASSISTANT TREASURER</i> <i>Rachel Smith</i>	✓
Meeting CLOSED: 8.28pm	<i>VICE PRESIDENT</i> <i>Kerry Smith</i>		<i>PRINCIPAL</i> <i>Angela Gooley</i>	✓
MINUTE KEEPER: Sarah Bliss	<i>TREASURER</i> <i>Patricia Wills</i>	✓		
Invited GUESTS:				
APOLOGIES: Kerry Smith, Donna Howett, Colleen Goulding				

#### CONFIRMATION OF THE MINUTES OF THE PREVIOUS GENERAL MEETING:

**MOTION** moved by Leonie Cullen that the minutes be accepted as a true and correct record of the meeting.

**SECONDED BY:** Sam Langdown

**CARRIED** by consensus

#### BUSINESS ARISING FROM PREVIOUS MEETING:

- **VOTING OF NEW SECRETARY** – To be included in Motions on Notice.
- **FATHER'S DAY STALL** - Update to be included in General Business.
- **READATHON** - Update to be included in General Business.
- **EKKA RED DAY** - Update to be included in General Business.
- **FAMILY PORTRAIT FUNDRAISER** - Update to be included in General Business.

## **CORRESPONDENCE**

<b>INWARD</b>	<b>OUTWARD</b>
<ul style="list-style-type: none"><li>As per Correspondence Register</li></ul>	<ul style="list-style-type: none"><li>As per Correspondence Register</li></ul>

**MOTION moved by Patricia Wills that the inward correspondence be accepted and the outward correspondence be adopted.**

**SECONDED BY: Angela Gooley**

**CARRIED by consensus**

### **BUSINESS ARISING FROM THE CORRESPONDENCE:**

- **PAYG Activity Statement** – The P&C receive a PAYG Activity Statement for completion. The activity statement was completed (as the P&C currently have no paid employees, there is no PAYG tax withheld and a zero amount was recorded) by Patricia Wills and sent to the ATO on 19 July 2012.

## **REPORTS**

### **TREASURERS REPORT**

***A Report was presented by the Treasurer, Patricia Wills***

**MOTION moved by Patricia Wills that the Treasurers Report be accepted.**

**SECONDED BY: Sam Langdown**

**CARRIED by consensus**

### **PRINCIPALS REPORT**

***A Report was presented by the Principal, Angela Gooley***

### **POINTS OF DISCUSSION:**

- **Orion Star Schools** – SCSS are currently sitting on the ladder for the Orion Star Schools promotion but she asked us all to please encourage our friends and neighbours to also support our school, as the Springfield College are not far behind. SCSS won the \$1000 monthly prize for the month of June and this prize money will be paid to the school at the end of the promotion period. Angela is unsure as to how the winnings will be paid to the schools this year as last year we had to advise Orion on the items we wanted purchased with the prize money and they purchased the items for us. There is a collection box in the Admin Office in which families can place their shopping documents if they are unable to lodge them directly at Orion. This box will stay at school and will be lodged in the last few days before the promotion ends to boost our score at the very last minute.
- **South West Safari** – Mr Gooley and Mrs Anderson will be accompanying the Year 6 and 7 students on the South West Safari trip. The students that are not attending will be left work and split amongst the remaining P-5 classes for the week. The school mobile phone is being taken on the trip and all parents have been advised of the phone number as the students are not permitted to take mobile phones. This camp is an amazing opportunity but it is uncertain at this stage whether the trip will be offered again next year as there needs to be 24 students going on the camp before it can go ahead and it is uncertain if these numbers will be reached given that it would require 100% attendance of the current Year 5 students. If this trip is not offered again next year an alternative will be organised. Angela sends her apologies that she is unable to be at school when the students return from camp.
- **Class Structure (Year 1 & 2 Oversized)** – Currently the Year 1 and 2 classes are oversized as there are 33 Students in the Year 1 class and 31 students in the Year 2 class. A number of options

have been looked at to split the classes to reduce their size as currently the majority of new enrolments are in the Year 1 class. The class structure strategy for SCSS this year was to have straight classes so to prevent having multi aged classes throughout the school, which would allow for better implementation of the National Curriculum. At this stage the school is not entitled to the allocation of an additional teacher based on our total student numbers (there are currently 203 students enrolled and we need to have 224 students enrolled before another teacher will be allocated). It has been proposed to regional office that the school forgo some of its curriculum support budget in order to receive the allocation of another teacher to create a composite Year1/2 class. If the request for an additional allocation of a teacher is refused it is proposed that the students in the lower levels will be shuffled to create a Prep, Prep/1, Year 1 classes and the Year 2 class will receive additional teacher aide support. The final decision will be communicated to parents in the affected year levels once a decision is received.

- **New Staff** – Angela advised the appointment of Lisa Forno to PC2 whilst Nicole Ford is away on Maternity Leave and Monica Kidd to Year 1 whilst Annie Spencer is away on Maternity Leave.
- **School Finance Report** - This was presented by the Principal, Angela Gooley. The school account currently includes \$400,000 which is to cover the cost of the stage B developments. It was initially thought that the interest earned on these building funds could be used to air condition the resource learning hub, however this amount of interest has already been included and spent in the Stage B development budget.
- **Hot Spots** - Nothing to report this month, which is a great start to Semester 2.
- **News** – A copy of the School Annual Report has been posted on the school website for all to read. This report is an Education Queensland requirement. Paige Maddy is on Long Service Leave for weeks 1-3 of this term and has been replaced by Anne-Marie Blackburn. Nicole Ford is left at the end of Week 1 of Term 3 to have her baby and will be replaced by Lauren Forno who is an experienced Prep Teacher. Annie Spencer is also leaving to have a baby and will leave at the end of Week 2 Term 3. Annie Spencer will be replaced by Monica Kidd.
- **Upcoming Dates** - 23rd-28th July - Year 6/7 Safari Camp  
Fri 19th Oct - Student Leadership Team Crazy Hair Day  
Mon 29th Oct - School Photos  
Wed 7th November - Grandparents Day  
Term 3 & 4 – Quadriennial School Review Process  
Term 4 (Nov 1<sup>st</sup> & 2<sup>nd</sup>) - Audit

**MOTION moved by Angela Gooley that the Principals Report be accepted.**

**SECONDED BY:** Terena Day

**CARRIED by consensus**

## **CANTEEN REPORT**

***A Canteen Report was presented by the Canteen Chairman, Terena Day***

### **POINTS OF DISCUSSION:**

- **New Term 3 Canteen Menu** – From the previous P&C meeting on 16 June 2012 the decision to implement the new range of pies from Outback Pies has been included in the new menu. From the beginning of Term 3 the Beef Pie will be replaced by a smaller Health Choice Beef Pie (175g as opposed to 210g) and the price has been reduced to \$2.50. Also the Healthy Choice Chicken, Vegetable and Cottage pies have been introduced to the menu and will be sold for \$3.00 each. Also a pre-packaged Fried Rice, Lasagne and Macaroni and Cheese have been added to the hot food range and these are priced at \$3.00 each. The JJ's chips have been removed from the menu as they have not been selling well and Burgermen (\$1.50), Jumpy's Chicken and BBQ flavours (\$1.00 each) and Red Rock Deli Sea Salt chips (\$1.00) have been added to the range. Also the Berry Lava Paddle pop is no longer available as it was only a limited time promotion from the supplier. The new menu is available on the school website.

- **Purchase of New Equipment** – Funds from the 2011 National Volunteers Grant were used to purchase a new Commercial Grade Microwave for the canteen. This has proved to be a valuable addition to the canteen due to the increased number of hot food orders on a Friday Morning. A new Commercial Oven has also been purchased by the school and the P&C has purchased the stand and oven trays for this using funds from the National Volunteers Grant.
- **Treasurers Report** – Was presented by Terena Day on behalf of Kerry Smith.

***The Canteen Meeting on Thursday 12th July was cancelled due to the fact that Quorum was not met***

Next Canteen Meeting on Thursday 16th August 2012 at 9am in the Canteen Meeting Room.

**MOTION moved by Terena Day that the Canteen Report be accepted.**

**SECONDED BY: Leonie Cullen**

**CARRIED by consensus**

## ***MOTIONS ON NOTICE***

**Nominations and Appointment of New Secretary** – Nominations were called for the position of Secretary due to the resignation of Amanda Bland. Pauline Cross nominated herself for the position.

**MOTION moved by Angela Gooley to accept Pauline's Nomination for the Secretary Position.**

**SECONDED BY: Rachel Smith**

**CARRIED by consensus**

No other nominations were received and it was unanimously voted that Pauline Cross be appointed the new Secretary.

**MOTION moved by Rachel Smith to appoint Pauline Cross as the new P&C Secretary.**

**SECONDED BY: Patricia Wills**

**CARRIED by consensus**

**Canteen Operation Guidelines** - The Canteen Operation Guidelines were read out to the Association. These guidelines were signed at the meeting by Sarah Bliss, President, Springfield Central State School P&C and Terena Day, Chairperson, Springfield Central State School Canteen Subcommittee.

## ***GENERAL BUSINESS***

<b>AGENDA ITEM</b>	<b>WHO</b>	<b>POINTS OF DISCUSSION</b>
<b>Term 3 Readathon</b>	<b>Sarah Bliss</b>	This event was discussed at the last P & C Meeting held on Tuesday 19th June. It was decided that 2012 hours target should be set for students to reach as a whole with specific Gold, Silver and Bronze Awards and another award for just participating. Once a student reaches the required target set for each level (Bronze, Silver and Gold) they will then be awarded a Bookmark Prize and their name placed into a draw to win a Book Voucher Prize at the end of the fundraiser. Prizes will be drawn for each of three year groups, Prep-Year 2, Year 3-Year 5 and Year 6 & 7 in each of the three levels, Bronze, Silver and Gold. All students who attain the Gold Level will be invited to a special morning tea with Mrs Gooley. Students are to vote on a character they would like Mrs Gooley to dress as for a day if the

		target amount of 2012 hours reading is reached. 2012 is the National Year of Reading and the Readathon paperwork went home on 17 July 2012 and will run for 8 weeks finishing on Friday 7th September. Sarah is to speak with Angela as to how reading hours can be recorded on the students reading log books so that reading done at school can be included in their log totals. It was discussed about seeking donations of prizes from local businesses to be used for the readathon. Leonie Cullen and Patricia Wills are going to do this.
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**ACTION REQUIRED**

Leonie Cullen and Patricia Wills are going to approach local businesses for donations of prizes for the readathon.

AGENDA ITEM	WHO	POINTS OF DISCUSSION
<b>Update from Family Portrait Fundraiser</b>	<b>Sarah Bliss</b>	As part of the Family Portrait Fundraiser Moffatt Photography donated \$90.50 to the P&C which was 10% of the total photo sales from the weekend.

**ACTION REQUIRED**

AGENDA ITEM	WHO	POINTS OF DISCUSSION
<b>Red Day – Ekka Food Day</b>	<b>Sarah Bliss</b>	<p>This has been set for Thursday 16th August 2012 with an EKKA theme. The date was changed to Thursday 9<sup>th</sup> August 2012 as the school disco is scheduled to be on Wednesday, 15<sup>th</sup> August and it would be better to spread the costs out over a few weeks. The hot food choices Dagwood Dogs, Chicken Nuggets (6 in a cup) or Cheerio Cups (6 in a cup) are to be priced at \$3.00 each, \$1.50 for the LOL drinks and \$3.50 for the showbag (which are to contain a small bag of fairy floss – 15g, a Freddo Frog, Lollipop, Trolli Lolly, packet of chips and a novelty toy. A decision was made that students could purchase a Ekka food day deal which consists of their choice of a hot food item, LOL drink and showbag for the discounted price of \$7.00. All items need to be prepurchased on the order form and the order form will be sent home with all students on Monday, 23<sup>rd</sup> July 2012 and due back by Friday, 3 August 2012. Hot food and drink orders will be distributed using the usual method for distribution of canteen orders on a Friday. The students can collect their show bags from the canteen at first and second playbreaks and any uncollected bags will be named after second playbreak and taken to the classrooms for distribution. A motion was carried for the expenditure of \$600 for the expenses associated with the Ekka Food Day.</p> <p>Sarah Bliss, Rachel Smith, Terena Day, Pauline Cross and Samantha Langdown have all volunteered to help on the day and will get together in the canteen on Tuesday, 7 August 2012 at 9am to make up the showbags.</p>

**MOTION moved by Patricia Wills to approve expenditure of \$600 for expenses associated with the EKKA Food Day.**

**SECONDED BY: Angela Gooley**

**CARRIED by consensus**

**ACTION REQUIRED**

AGENDA ITEM	WHO	POINTS OF DISCUSSON
<b>Father's Day Stall</b>	<b>Sarah Bliss</b>	Sunday 2nd September is Father's Day this year and it was discussed and decided that the School Father's Day Stall should be set for Wednesday 29th August so that this doesn't clash with a Canteen Day. The working party met on 12 July 2012 at McDonalds at Springfield and went through the catalogues and selected a variety of items to purchase and sell at the stall. The majority of the items available for purchase in the catalogues were to be sold in the \$3, \$4 and \$5 price category and we are still looking for more items to sell in the \$1 and \$2 category and will have a look at Sunrise Imports for these. Samantha Langdown suggested making up some little packs of chocolates that could be sold in the \$1 or \$2 category (depending on cost) and would bring in some samples of what we could do. The working party is to meet again on Thursday, 23 August 2012 at 9am in the canteen to get together and organise all the gifts for the stall.

**ACTION REQUIRED**

The working party is going to meet Thursday, 23 August 2012 and organise all the stock for the Father's Day Stall.

AGENDA ITEM	WHO	POINTS OF DISCUSSON
<b>Slushy Machine</b>	<b>Sarah Bliss</b>	Freeze Beverages the supplier of the slushy machine has been contacted and it has been organised for the machine to be collected on Friday, 20 July 2012. The majority of the syrup that was initially purchased was used in the machine during term 2 (only 2 x 2 litre bottles of made up mixture was left as at the last day of term 2 and this was not enough to use in the machine as this was under the minimum required level).

**ACTION REQUIRED**

Freeze Beverages to collect the machine on Friday, 20 July 2012.

***NEW MEMBERSHIPS***

*New Membership request was received, from Steve Howett.*

**MOTION moved by Angela Gooley that all new members be accepted.**

**SECONDED BY:** Leonie Cullen

**CARRIED** by consensus

Meeting closed at 8.28pm

***NEXT GENERAL MEETING: Tuesday 21 August at 7pm***

***NEXT EXECUTIVE MEETING: Tuesday 14 August 7pm***