General Meeting Minutes

Time: 09:00 am – 11:40 am, Wednesday 1st August 2012
Location: SEU, Brightwater State School
Called by: P&C Executive

Attendees: Apologies:
Chyrel Slapp Krystal Goudge Robyn Mansfield
Kristen Stylianou Annette Newland-Nell Simon Bardsley
Melody Trevor Vikki Taylor Joanna Laing
Mick Attard Denise Marshall Tania Burton
Robyn Taplin David Benjamin Cathy Silva
Jennifer L’ Estrange Bree Nield Danielle Doyle
Melissa Barr Joleen Robertson Sallyann Turnbull
Rachel Ible

VOTES
2. BWSS will apply to join the Independent Public Schools initiative. Nominated by V. Taylor, seconded by K. Goudge.
3. A coffee machine has been sourced for use at the Family Breakfast on Friday 10th August. Concerns were raised and the matter went to a vote. Result was 10 votes in favour of having the coffee machine there to 2 votes against. Motion was therefore moved.

POINTS FOR ATTENTION
• Previous minutes were not ratified. KS raised that there were some objections, although the concerned party was not in attendance. To be readdressed at the next P&C meeting on 5th September.
• R. Taplin gave a presentation on the Independent Public Schools initiative. It was agreed that BWSS would apply to be part of this initiative. The P&C exec will provide a letter of support to include with the application.
• A letter has been sent to the Education Minister (John Langbroek), State MP (Steve Dickson - Buderim) and State MP (Jarrod Bleijie - Kawana) with regards to a school hall being included in the 2nd Stage facilities planned for the school.
• FRSC report has not been accepted as it was not submitted for review prior to deadline. Once the report has been reviewed by P&C president and exec team a motion to be accepted will be raised at next GM.
• The Brightwater Residents Association has put forward plans for a community hall to be developed on the open piece of land adjacent to the school. They have indicated that our school would have
access to the hall. The P&C Exec is to stay in contact with the Residents Association to stay up to date with any developments in this regard.

**SUMMARY OF DISCUSSION**
The President opened the meeting at 9:00. Minutes from the last meeting were ratified. Correspondence was presented for the period 2nd May to 5th June.

### Correspondence

<table>
<thead>
<tr>
<th>Correspondence</th>
<th>Date rec’d</th>
<th>Description</th>
<th>Action</th>
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<tbody>
<tr>
<td>Correspondence INWARDS</td>
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<tr>
<td>13-Jun-12</td>
<td>Invoice: Seek.com</td>
<td>Treasury</td>
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<tr>
<td>13-Jun-12</td>
<td>Invoice: Parmalat</td>
<td>Treasury</td>
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<tr>
<td>20-Jun-12</td>
<td>Invoice: Parmalat</td>
<td>Treasury</td>
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<tr>
<td>11-Jul-12</td>
<td>Signed contract and First Aid Certificate from T. Burton</td>
<td>Secretary</td>
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<td>11-Jul-12</td>
<td>Invoice: Parmalat (reminder)</td>
<td>Treasury</td>
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<tr>
<td>11-Jul-12</td>
<td>Invoice: Parmalat (2)</td>
<td>Treasury</td>
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<td>11-Jul-12</td>
<td>Invoice: Parmalat (credit note)</td>
<td>Treasury</td>
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<td>11-Jul-12</td>
<td>Invoice: Smart Fundraisers</td>
<td>Treasury</td>
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<tr>
<td>25-Jul-12</td>
<td>Invoice: Parmalat</td>
<td>Treasury</td>
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<tr>
<td>25-Jul-12</td>
<td>Schoolstuff.com.au</td>
<td>Disposal</td>
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<tr>
<td>25-Jul-12</td>
<td>Fundraisers</td>
<td>FRSC</td>
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Correspondence OUTWARDS

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<thead>
<tr>
<th>Date rec’d</th>
<th>Description</th>
<th>Action</th>
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<tbody>
<tr>
<td>27-Jul-12</td>
<td>Letter to Minister of Education and local MP’s</td>
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### Business from the Executive:

- After consultation between the executive committee and QCPCA it was deemed vital to join NRA and QAST, which was done over the term break. No objections were raised.

### Business from Previous Meeting:

- Minutes were not ratified as concerns were raised. The member raising the concerns was not present at today’s meeting so this has been held over to the next GM.
- Fundraising goals survey: Thank you to Jackie Goldston. 19 respondents. In terms of the café the #1 priority is healthy food options, followed by price. In terms of targets for use of funds raised the #1 priority is school readers followed by additional play equipment / area, and then a multipurpose court. See attached report for full results.
- K. Ziebarth and J. Goldston will use results from goals survey to target grant submissions. Will have more to report at next meeting.
- V. Taylor is having a slow but good amount of success recruiting classroom representatives and volunteers. She is targeting non P&C members and a class rep role description is being developed by the exec team.

### Treasurer’s Report: (copy attached)

- M. Attard presented the Treasurer’s report for the period. Opening balance $9663.09, closing balance $11 506.61 with $3285.02 in unpresented cheques, leaving an available balance of 8158.50. Copy attached.
- Treasurer’s report acceptance nominated by K. Goudge, seconded by A. Newland-Nell.
Café Subcommittee Report: (copy attached)

- T Burton has started in her role as convener and thanked S. Tello and the volunteers for all their great work thus far.
- She hopes to extend the menu with 50c items and more options for the teachers.
- A classroom roster system for volunteers will be introduced.
- Sports day service was a great success.
- It is an ongoing struggle to get volunteers.
- Café report acceptance nominated by A. Newland-Nell, seconded by J. L’Estrange.

Fundraising Subcommittee Report: (copy attached)

- Operational guidelines are evolving.
- Previously it was requested that volunteers have t-shirts to easily identify them. This has been revised to prefer caps and aprons.
- The Brightwater Residents Association has been advised of the Pauls & Woolworths fundraising initiatives.
- Fathers’ Day Stall will only run for 2 days on 29th and 30th of August.
- K. Stylianou to provide information about a singing competition to be forward to R. Taplin. Competition ends on 12th August.
- Clarification was sought regarding Book Week / Book Fair. There is no P&C involvement.
- The school disco has been postponed indefinitely and will possibly be looked at again towards the end of the year.
- The Foundation Wall project is not a fundraising initiative and has been removed from their schedule.

Principal’s Report: (copy attached)

- Sports uniform suggestions were presented. General agreement that we liked the design. Samples to be made up.
- School behaviour matrix to be used in the school.
- P&S support to further explore a guitar tutor, Tess Martin-Wallace. R. Taplin to determine if lessons will be provided before / after school or during school break time.
- P&S support granted to increase the Student Resource Scheme by $20 to $130 for prep and by $10 to $100 for Yr 1 to Yr 7. This also includes 2 new subscriptions to online resources.
- P&C support granted for 2013 Canberra School trip. To look at involving and supporting Yr 6 & 7 families in raising funds to decrease individuals cost of trip. School trip to help every 2 years while school is still small.
- Independent Public School initiative. See attached presentation. V. Taylor nominated we apply to the initiative, seconded by K. Goudge.
- A question was raised regarding a hire scheme for the Mac computers. This is not an option. Mountain Creek High School will run a dual platform to accommodate BWSS students who have a Mac as opposed to a PC.

New Business:

- K. Goudge & J. L’Estrange attended QCPCA AGM. A number of valuable workshops and panel
discussions were attended. A list of educational applications for Smartphones and tablets is being compiled and will be circulated when completed.

- A letter has been sent to the Education Minister (John Langbroek), State MP (Steve Dickson - Buderim) and State MP (Jarrod Bleijie - Kawana) with regards to a school hall being included in the 2nd Stage facilities planned for the school. Within the BERP (Building Education Revolution Project) our children should have access to equitable school facilities and resources, and this includes a school hall.
- K. Stylianou stated that the Brightwater Residents Association has put forward plans for a community hall and they have indicated that our school would have access to the hall.
- Further discussion required regarding an end-of-year family / community event – to be carried over.
- V. Taylor proposed an event to welcome prep and new families – to be carried over.
- There is an option to obtain a coffee machine permanently in the Café. To be reviewed following the Family Breakfast.

**Membership:** No new members

**Next meeting:** Wednesday, 5th September, 09:00 in the SEU

Presented in the GM on the 5th of September 2012 and accepted as true and correct.

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K. Gouge, P&C President