



22 November 2022

Draft MINUTES

Present: members in attendance

Rachel Cox (member)	Hannah Di Girolamo (non-member)
JP Bester (member)	Anthony Lamond (member)
Kate Matthews (member)	Fran Hind (member)
Chloe Nicholls (member)	Kylie Depper (member)
Ben Fosten (member)	Anna Thomas (member)
Amanda Hay (member)	Brooke Robertson (member)
Anita Bond (member)	Charlotte Myers (member)
Carla Loughnane (member)	Sarah Woolford (member)
Katherine Rose (member)	Sarah Daly (member)
Catherine Schulz (member)	Leah Macfarlane (member)
Amanda Kidd (non-member)	Phil Langley (non-member)

Welcome:

Opened by President Kate Matthews (KM) at 7:04pm

Additional agenda items:

- Ashgrove Aces Report

Apologies

Cara Cox, Simon Peric, Karen Bond

KM motion to accept apologies. Accepted by Anna Thomas and seconded by Sara Daly. CARRIED.

Ratification of Previous Minutes

Ratification of October General Meeting Minutes

KM motion to accept and ratify October General Meeting Minutes. Accepted by Anna Thomas and seconded by Sarah Woolford. CARRIED.

Business arising from previous minutes

Nil

Executive Decisions

1. Decision to approve staff meeting – 1 hour per staff member.
2. Decision to approve cost to repair Tuckshop coffee machine circuit board approx. \$750.
3. Decision to approve additional time for once off 1:1 session with Charlotte for P&C staff (1/2 hour per staff member).
4. Decision to offer bar at the Fete 2023.

5. Decision to approve 2 extra hours for Sunny during the week of 21st-25th November as the Uniform Shop will be open Monday-Thursday that week).

Correspondence

Inbound

1. Qld Print & Signs re graduation pens
2. Nathaniel O'Hare re YMCA staffing changes
3. Invitation to volunteers and staff re End of Year celebration and thank you
4. Heather Marshall re year 6 graduation event
5. Letter from Minister for Education re approval of learning area stage 1
6. Amanda Hay re tuckshop floor works and funding of repairs by the school (\$16.8k)
7. Ben Fosten re asbestos training
8. Rebecca Cagney, Procurement Services re use of logos within online ordering system
9. Cooper Electorate Office (Jonty Bush), Sarah Daly, Charlotte Myers, Karen Bond re tuckshop grants
10. Incident report re minor burn to tuckshop staff member and request for longer gloves
11. Gingerbread Folk re finalisation of order and payment
12. Short and Sweet Barbershop re vouchers for Long Lunch
13. Tina James re Quantum Buyers inclusion in Long Lunch auction
14. Heidi (Hilder Road State School) re Long Lunch
15. Ashgrove Aces re resignation of Aymee and nomination of Rob
16. Rob Johansen re membership and nomination
17. Belinda Mather re World Teachers' Day morning tea
18. Jane Robertson re parent network
19. Wendy re end of year thank your for ancillary staff
20. Elizabeth Watson-Brown re invitation to community BBQ
21. Staff wages and creditor expenses.
22. Advertising offers and newsletters from a variety of providers.

Outbound

1. Replies to all incoming (except advertising offers and newsletters).
2. Communications with parent network re Friday Café and other matters
3. RSVP replies from volunteers and staff re End of Year celebration and thank you
4. Amanda Hay re grant opportunities for canteen and facilities
5. Anita Bond re funding request template
6. Heather Marshall re parent network arrangements for 2023.
7. Heather Marshall re flash for the P&C long lunch auction
8. Leighton Thomas and Kristen Lowrey re mango drive order numbers
9. Correspondence to staff re wage increases.
10. Heather Marshall re Feel Good Community Event invitation
11. Arcade Wines re End of Year celebration and thank you

KM motion to accept inbound and outbound correspondence as true and correct. Accepted by Charlotte Myers and seconded by Chloe Nicholls. CARRIED.

Business arising from correspondence

Nil

Reports

Treasurer's Report

Finance and Treasurer's Report as at the end of September. Key movements really around fundraising activities.

Trivia night - \$9000 profit

Ticket sales for long lunch - \$70,000

Transferred the \$24,500 to the school for the outdoor learning area in November.

Cash position - \$520,000 as at the end of September.

KM motion the Treasurer's Report be approved. Accepted by Sarah Woolford and seconded by Phil Langley. CARRIED.

Uniform report

Nothing to call out.

KM motion the Uniform Shop Report be approved. Accepted by Phil Langley and seconded by Leah MacFarlane. CARRIED.

Tuckshop report

Nothing to call out.

KM motion the Tuckshop Report be approved. Accepted by Anthony Lamond and seconded by Leah MacFarlane. CARRIED.

Business Operations Report

Tuckshop closed for last week of T4 but will be prepping for flooring. Uniform shop will be open.

Sara asked whether it was possible to link in with the school training. Discussed but not possible as the school has already completed training.

Charlotte would like motion for \$1300 to have all staff first aid trained on the Tuesday before school starts. In person training will happen in SAKG. Seconded by Chloe Nicholls. CARRIED.

New volunteer process will be put in place for next year with an umbrella approach – Tuckshop, Uniform Shop and P&C Events. Details will be distributed to the relevant organiser.

KM motion the Business Operations Report be approved. Accepted by Ben Fosten and seconded by Chloe Nicholls CARRIED.

Principal's Report

Another staffing change – Glen O'Halloran to continue at Oakleigh State School for Term 1. Ben Fosten has covered this role for T3 and T4. He will take a semester off for parental leave. Hannah will be the Deputy Principal of Years 3-6 in Term 1 next year.

Carla - highlights from the parent workshop. Carla and Rebecca Marken (LOTE and EALD teacher at Ashgrove SS). Workshop to discuss bilingual families and importance of maintaining this diversity and how it can be supported and included. Families with English as a second language feel self-conscious about that and we want to break down those barriers and celebrate that diversity.

Anita – thanks to the Executive and parent community for collaborating with staff to make it another great year.

Anita motioned the Principal's Report be approved. Accepted by Amanda Hay and seconded by Chloe Nicholls. CARRIED.

Grants and Sponsorship Subcommittee Report

Gambling Community Benefit Fund – Applied for shade sail for pool. Unsuccessful this time round however having done it before we need to do it a few times and keep trying to get it. Can take 3 or 4 goes. We can resubmit in next round (4 times per year).

Anna – is this something the P&C can fund. Yes it is.

Leah – the Swim Academy is using some temporary umbrellas.

Quote was just under \$35,000

JP – probably worthwhile considering whether P&C funds this in conjunction with Ashgrove Aces. We should potentially discuss with school also.

Anna proposed to motion for shade sail at next General Meeting in March 2023 once quotes are sought.

KM motion the Grants and Sponsorship Subcommittee Report be approved. Accepted by Phil Langley and seconded by Sara Daly. CARRIED.

Ashgrove Aces

JP – in the report there was a note that starting block 6 was out of services. This has been sent to Amanda and is repaired.

JP motion for acceptance of the Ashgrove Aces Report. Seconded by Ben Fosten. CARRIED.

Motions on Notice

Nil

General business

1. Community Fund

Amanda just wants to thank P&C for donating the fund and has helped families with uniforms and lunches and camps.

Amanda motions that this continues in 2023. Seconded by Phil. CARRIED.

2. School Funding Request

Anita noted that she had no issue with a shade sail for the pool and potentially joint funding.

Anita provided information about the process that school follows with budget for next year. Strategic budget reference group – member from each year level, learning hub, business managers, specialists, deputies and principal. Review achievement data, school data, staff opinion and develop priorities for year ahead. Look at priorities to support teaching and experience for students.

This goes to leadership strategy day and 2023 plans are then finalised. 2023 is final year of 4 year plan. Next year there is an external review that helps to develop priorities for the next 4 year cycle. School will then work through this with the P&C after the priorities are approved by School Council.

School held a meeting with Anita, JP, Kate, Amanda and Simon recently to discuss what we would do in the future. This will help decisions around big projects in the future eg. long term projects that we may want to save towards. At the meeting we also discussed how much money could the P&C provide for funding materials in 2023. P&C advised \$50,000.

Grounds beautification (Long Term):

- Oval playground and the other ½ playground are starting to show their age. Tree roots are also an issue.
- Cold water bubblers.
- Replacing benches in undercover areas.

A number of attendees agreed that long term projects are very useful for fundraising activities as businesses like to donate to particular projects.

Current Focus areas at the school (takes up school funds)

- Outdoor learning area
- Toilets in A Block – pipes are full of tree roots.
- Tuckshop floor

Notional \$50,000 for 2023, proposed to be used for:

Item	Value
P-2 Decodable readers	\$20,000
Robotics	\$5,000
iPad charging docks for all year levels	\$12,000
Additional reading resources (v9 of the Australian Curriculum)	\$10,000
Wellbeing package per class	\$3,000

Katherine Rose– Curriculum v9.0 is here. First priority are English and maths. Needs to be fully implemented for 2024. Decodable readers are one of the biggest changes that sit within the new curriculum. Primarily impacts Prep and grade 1. Will be used for learning support. Need to order these books now because there will be demand and shortage to meet new curriculum. Books need to also match the phonetic approach and order that we use. We have ordered the books and they have arrived, ready for use.

Hannah – Robotics – Lower school is using B-bots (literal coding with buttons). Upper levels – Sphero (coded using ipads). Needs something to bridge gap (Sphero Indies). Students learn coding through the colours which then sets them up well to use the ipads to code. Second resources is “Make Do’s” – reusable screws that can be used to build different projects from cardboard. Useful for design technology eg. pinball machines or makers space at lunch times.

Anita – ipad docking stations. Need more so it's easier to charge quickly and be organised in the classroom.

Additional reading resources for version 9.0 of the curriculum eg. indigenous perspectives is suggested by the Department.

Wellbeing package per classroom – Carla has been employed as the head of wellbeing/Guidance for 5 days per week (not just 3 days per week). We have been unable to source someone to cover the Chaplain role of a standard that is acceptable to us. Every teacher and teacher aid will be trained in the Berry street model to deal with trauma. This will be happening on the pupil free days. As part of Carla's work she has asked for some resourcing – package of resources for each classroom. Idea – box of items that kids can use if they're feeling disregulated or if something has happened. Things like squishy balls, lava toys, targeted books, mats for sensory touching. Carla can be working with teachers in the class to explain how to use the box and implement it.

Anita motion for the P&C to provide \$50,000 to the school to fund the resources listed. Seconded by Amanda. CARRIED.

3. P&C First Aid Course

Dealt with above.

4. P&C Fete Discussion

Amanda Kidd will be doing the fete next year.

Amanda has taken on the Fete Coordinator role – opportunity to give back to this community. Megan O'Dwyer will be supporting Amanda. Responsibilities will be divided. Amanda is seeking volunteers between now and Christmas (although, everyone is fatigued). Will press for volunteers harder early next year.

Kate and Leah have taken on the sponsorship already.

Amanda and Megan will be following the prior information and model passed on by Kate.

Fete will be 13 May 2023.

5. Long Lunch and online auction wrap up.

Online auction – nearly 100 items and we raised \$11,258. We had \$60 in direct donations (no fees to Galabid platform). \$11,318 less fees (\$1,114) = \$10,203.46. 96 registered and 74 actively bid. 46 people successfully bid on and won items. Thanks to Leah and Kate for organisation of the Long Lunch. Amazing event and we all thoroughly enjoyed it.

Leah – Thanks to Andrea Mill, Catherine Kerton, Anthea Goslin for flowers. Went above and beyond to wrap them up nicely and sell them off – almost covered cost of the flowers.

Emma Fernuss sourced goodies for giftbags.

Anthony Shephard – DJ

Charlotte Myers – online auction and so much help on the day

Sarah Woolford – social media requests.

Leah wished to thank all of these individuals for their support for this very successful event.

150 guests with last minute changes – raised about \$9,500 from raffle sales on the day and sponsors. Managed to negotiate discount on the cost of the service and meal at Blackbirds (made a small amount on tickets also). Makes up some of the Fete shortfall.

6. Gingerbread update

Sold 102 houses – to be handed out on Friday after school. \$968 profit.

7. Mango Update

104 boxes of mangoes – just over \$800 profit. Being delivered on Friday at the SAKG. If you can't make that time slot, contact Leighton and he will help.

8. Social Media

Sarah Woolford has done a great job this year. It takes a long time and we really appreciate how well it's been done. P&C is looking for a new social media person for the coming year.

Applications for memberships and recording of new members

Ordinary membership application/s – Andrea Mill and Nathaniel O'Hare.

KM motion for acceptance of membership applications. Approved and accepted by Sara Daly and seconded by Phil Langley. CARRIED.

Date of Next Meeting

Date of Next Meeting: Tuesday, 7 March 2023, 7pm for AGM and General Meeting in the Ashgrove State School Hall.

Meeting Closed

Meeting closed by Kate Matthews at 7:59 pm