



9 February 2021

Draft MINUTES

Present: 11 non-members and 20 members in attendance

Alicia Klumpes (Treasurer)	Alex Schmidt (Member)	Sarah Daley (Member)
Evan Shellshear (President)	Phil Langley (Member)	Alecia Hartley (Member)
Kate Matthews (Vice President)	Leah McFarlane (Member)	Anthony Lamond (Non-Member)
Kristen Lowrey (Secretary)	Glen O'Halloran (Member/Acting Principal)	Evane Lee (Non-Member)
Chloe Nicholls (Secretary)	Samantha Reeves (Non-Member)	Jackie Rose-Diamond (Member)
Balachandran Baleshan (Non-Member)	Karen Bond (Member)	Sarah Drummond (Non-Member)
Charlotte Meyers (Member)	Nicola Williamson (Member)	Lisa Naumann (Non-Member)
Sarah Woolford (Non-Member)	M. Joe Fogler (Non-Member)	Katie Pack (Member)
Stacey Gillespie (Member)	Lee Whitham (Non-Member)	Shuritch Younesian (Non-Member)
Adria Cunningham (Member)	Anna Thomas (Non-Member)	Genevieve Ryan (Non-Member)
Luke Stalley (Non-Member)		

Welcome:

Opened by President Evan Shellshear (ES) at 7.02pm.

Welcome and introduction re the AGM to happen in March.

Apologies:

Ryan Apps, Anita Bond (Principal)

Previous minutes:

Motion to accept and ratify November 2020 Minutes. Motioned by **Kristen Lowrey**. Seconded by **Phil Langley**. **CARRIED**.

Business arising from previous minutes:

My School Connect. Karen Bond reported.



Looking to change online ordering system from Flexischools to MSC but MSC is not approved by Department of Education. Currently reviewing other options. Karen will keep following up.

Colour Run. Evan Shellshear reported.

Overall a great success. Some hiccups and issues, but generally very well received with a lot of positive feedback.

Raised \$22,500, a great outcome considering we couldn't have a fete in 2020.

WHS Update. Ryan an apology. Passed on discussion for a later date.

Fete Update. Kate Matthews reported.

Last meeting we voted to have fete in May or on a later date. Discussion of the pros and cons of going with the May date. Given the roll out of vaccinations risk of lockdown is the same for both. Kate is happy to run the fete if it goes ahead in May. All of main committee has agreed to do it again except for one.

Discussion around work accomplished before we cancelled the fete last year that can be rolled all in. May is great for the community. Less competition with other Kindys and schools. School is happy for May date. Suppliers are on board.

Kate of the opinion that it is a go for 8 May 2021.

Volunteer Thank You Event. Evan Shellshear reported.

It only cost \$150 out of budget of \$500 and it was a really nice event.

Correspondence

Inward (as listed):

1. Email re Meeting Request - Gresham Street Bridge Replacement Project
2. Email from Heather Marshall re Year 6 graduation gifts
3. Email corro regarding wrong link to register for colour run in newsletter
4. Email corro with GoFundRaise Customer Care re colour run funds
5. Email from Roger Desailly re colour run timing
6. Email from Sarah Minnery re colour run timing
7. Email from Mia Blake volunteering for colour run
8. Email from PandCs - QLD Affinity Practice containing activity response
9. Email from Anna Lewis volunteering for colour run
10. Email from Manijeh Wood volunteering for colour run



11. Email from Sarah Minnery volunteering for colour run
12. Email from Megan Callaghan re colour run query
13. Email from Phaedra Crowle re volunteering for colour run
14. Email from Julian Simmonds office re colour run
15. Email from Simone Birch re colour run
16. Email from Andrea Mill re colour run
17. Email from Kathryn Byrnes re colour run
18. Email from Rachel Thiesfield re QR code for colour run
19. Email from Alice Hagan re sponsorship by Calibre Real Estate
20. Email from Bronwyn McAdam re colour run
21. Email from Alexandra Schmidt re colour run
22. Email from Anna Joyce re colour run
23. Email from Alison Duncan re colour run
24. Email from Arti Ameer forwarded by Heather Marshall re colour run
25. Email from Charlotte Meyers re colour run thank you
26. Email from Janice Midgley re cash donations
27. Email correspondence with Jacqueline Harding re feedback on colour run
28. Email correspondence with Arti Ameer re colour run feedback
29. Email corro with Jen Twidale re colour run prize ordering
30. Email from Heather Marshall re Booklist delivery question
31. Email corro with Chantal O'Brien re colour run prize ordering
32. Email corro with Colette Landolt re colour run prize ordering
33. Email from Charlotte Meyers with thanks for volunteer event
34. Email from Sarah Daley re letter to parents re farwell gift for Rosemary Clark
35. Email thank you to volunteers
36. Email from Charlotte Meyers re reusable bags
37. Email from Megan O'Dwyer re mango deliver for Margo Drive and with Stacey Gillespie re social media distribution of information
38. Email from Kerry Phillips regarding year 4 boys photos for yearbook
39. Email from Rachel Hili with thanks for colour run event
40. Email from Melinda Short regarding missing student colour run prizes
41. Email from Jonty Bush with thanks for fantastic colour run event
42. Email from Megan O'Dwyer with mango drive images
43. Email from Bron Massey re missing colour run prize
44. Email from Suyin Liew to school and P&C re tennis court use
45. Email from Heather Marshall re promoting junior park run
46. Email from Glen O'Halloran re cost overruns on yearbook
47. Email corro with Events in Tents
48. Email from Heather Marshall re voluntary contributions overpayment by Alissa Holton
49. Email from Wood Fired Pizza about being at the fete
50. Email from Heather Marshall re next P&C meeting date



51. Email from Rachel Gadsen asking to be removed from Ashgrove State School social media platforms via motion
52. Email from Buffy Loos re parent rep network
53. Email from Letitia Wilkinson and Simon Peric re parent network forms
54. Email corro with Mark Lee re child's broken arm and insurance options
55. Email corro with Graeme Fearon re colour run prize
56. Email from Stacey Gillespie re next P&C meeting for inclusion on social media

Outward (as listed):

1. Email corro with Marsh Insurance Company re Covid compliance for colour run
2. Email from Chloe Nicholls to parent reps re colour run and senior shirts questions
3. Email to the Gap Ward office advising of the colour run
4. Email from Evan Shellshear to volunteers about thank you event
5. Email from Kate Matthews to Glen O'Halloran re colour run complaints
6. Email thank you from Chloe Nicholls to Parent Reps
7. Email to Shelley Carter with fundraising numbers

Business Arising From Correspondence

Pool Refurbishment.

Discussion around issues in the pool change rooms raised by Belinda Mather and whether something can be done to improve them.

A motion will need to be proposed by a member in order to make an investment to improve the pool. Tabled until a motion is brought forward.

Safety Bag Tag Initiative. Presented by Joanne Ingram, Area Coordinator for Neighborhood Watch.

Bag tags to go on children's school bags giving them tip line information and some scenarios where it might be a good idea to call someone. Goals is to help the most vulnerable children. Already working with Payne St, Peter Chanel and the Gap State High.

Comes with tags and inserts, make it easy for them to pull out. Started as an initiative with the Rotary Club so provided to schools for free. Can get it as close as possible to school colours and can put this into school reporting and tailor it to the school's system. So far put out 1700 or so.

Handed out at prep designed to grow with the kids.

Implementation just comes through whoever makes the decision.



Flyers go home to parents to explain what's going on.

No data yet because only done 3 schools. Helped them feel safer and helped them feel like they could help others.

Discussion among attendees about whether children would use it, whether they'd put them on their bags, who would be in charge of determining when the children received it and how to do it without scaring the children.

School will distribute a Schoolzine Survey to see which parents would like to participate.

Executive Committee Decisions:

Colour Run. Executive decision to use the 33 water bottles purchased for the Election BBQ at each colour run station and the finish line of the Colour Run.

Reports:

Treasurer's Report. Alicia Klumpes presented.

- Pretty good year all things considering. \$30,000 received from the government from COVID subsidies, but all government subsidies have now finished and P&C is not eligible for next lot of JobKeeper because of great fundraising. All staff have gone back to normal pay conditions.
- Accounts have been finalised and have gone to the auditor today to be ready for the AGM next month.
- Query from parent whose child broke their arm at school and they're going through P&C insurance. No financial implications for the P&C.
- Fundraising discussion. Due to inability to fully fundraise in 2020, the indigenous garden was delayed. It was contingent on fete money.
- P&C gave the school \$50,000 last year.
- Cash wise the P&C is in a stronger position this year than last.

Motion that Treasurer's Report be approved and accepted by Leah McFarlane Seconded by Chloe Nicholls. CARRIED.

Uniform Shop Report. Charlotte Meyers reported.

- New items coming up for this year, including raincoats (made from recycled plastic) and larger hats and larger sizing. Also we're bringing in zip pocket in side of skirt.
- A lot more Flexischools orders over the Christmas period, but we did have problems with Flexischools. Looking towards the new system.



Motion that Uniform Shop's Report be approved and accepted by **Katie Pack**. Seconded by **Alicia Klumpes**. **CARRIED**.

Tuckshop Report. Karen Bond presented.

- Overwhelming numbers of volunteers this term. Most days of week covered with at least two or three.
- Discussion re approval for mobile phone to use in the tuckshop. SIM only plan costs \$99 for year and enables tuckshop to send out text reminders to volunteers as well as let people call direct.

Motion that Tuckshop convenor may purchase a SIM-only plan for \$99 for use in the Tuckshop approved and accepted by **Karen Bond**. Seconded by **Alicia Klumpes**. **CARRIED**.

- Having a trial run of not having a deadline for Friday ordering. So far has led to a lot more orders.

Motion that Tuck Shop's Report be approved and accepted by **Alicia Klumpes**. Seconded by **Charlotte Meyers**. **CARRIED**.

Grants and Sponsorship Report. Kate Matthews presented.

- Works at the pool completed with a \$3842 underspend. Grants people don't want the money back, and have asked us to please spend it on something to do with the pool.
- Next on priority list was the shade structure. Currently getting three quotes, but the prices look to be over that amount. Will speak to Ashgrove Aces to see what they've got way in money
- Discussion re the shade structure. Looking at permanent structure that goes over bottom quarter of the pool that's in line with the Everton Park and other schools and will be around \$15,000. A retractable shade is much more costly at around \$100,000.
- Priority list set at AGM will be reassessed.
- Reminder that sometimes grants are only good for one thing – so we have to look at what is possible.
- If we decide to improve the changing rooms then it's going to have to go through the department and school has to be involved because it's infrastructure.

Motion that Grants and Sponsorship's Report be approved and accepted by **Alicia Klumpes**. Seconded by **Leah MacFarlane**. **CARRIED**.

Principal's Report. Glen O'Halloran presented.

- Welcome to everyone and hope to see you here going forward.
- Good start to the year. Teachers have come in with high level professionalism and parents have been spending time settling children. So thank you to staff and to parents.



- Day 8 numbers is 774 students with 32 classes across the school.
- Anita Bond is on leave. Glen is acting principal with Alex Schmidt stepping into deputy role.
- Facilities updates. Year 2 building has been completely renovated over the holidays. No other major facilities works from the department at this stage.
- Discussion re implementation of the Student Code of Conduct. Information on the website.

Motion that Principal's Report be approved and accepted by **Phil Langley** Seconded by **Chloe Nicholls** **CARRIED.**

Motions on Notice:

2020 Year 6 Yearbooks

- Volunteer oversight leaving out one child. Reprinted at their cost. School would like P&C to cover costs.
- Discussion about how this has happened before and will happen again. It's not a P&C cost, but the P&C is then asked to cover the costs.
- Discussion about ways to approach the yearbook so that these problems are alleviated in the future including possibly sending out a soft copy to be reviewed and approved.

Motion for P&C to cover \$1267 for the cost of reprinting the 2020 Year 6 yearbooks be approved and accepted by **Glen O'Halloran**. Seconded by **Alex Schmidt**. **CARRIED.**

Classroom Funding.

- Moving motion to ask P&C for \$60,000 to pay for the classroom incidentals, PE, music, learning support, match and science resources etc.
- Discussion around whether the P&C has the money. Treasurer says yes.

Motion to give the school \$60,000 for classroom incidentals including PE, music, learning support and math and science resources be approved and accepted by **Glen O'Halloran**. Seconded by **Phil Langley**. **CARRIED.**

General Business:

Long Lunch. Normally held in September, but will need a volunteer to run it if it's to go ahead.

Cage Clean Out. Nice group of volunteers pulled everything out, cleaned it, vacuumed it and organised it for the fete. Thank you to the volunteers.

Membership Applications. If not a member please fill in the form.



Disco. Discussion around date and approval of budget. Volunteers that used to run this have both left the school so for it to go ahead, someone has to step up and volunteer to do it.

Trivia. Key event for fundraising and for the community. Needs a volunteer to go ahead.

Friday Café. Earns about \$300 or \$400 each Friday but to go ahead parents need to watch their kids and parents must socially distance. Glen – must socially distance. They need to abide by that.

Timeframe to start next Friday.

Executive Positions. All executive positions vacated at the AGM.

All executive positions vacated at AGM. We need people to step up to roles and need to be a member.

Applications for memberships and recording of new members:

None. All pushed to AGM.

Date of Next Meeting:

Tuesday, 9 March 2021 7pm in the Ashgrove State School Hall.

Motion to have the next P&C general meeting on Tuesday, 9 March 2021 at 7pm in the Ashgrove State School Hall by **Leah MacFarlane**. Seconded by **Kate Matthews**. **CARRIED.**

Meeting closed:

Meeting closed by Evan Shellshear at 8.37pm.

APPENDICES TO NOVEMBER 2020 P&C MEETING



Treasurer Report

Meeting Day: 10 November 2020

Report submitted by: Alicia Klumpes

Staff

- No issues to raise

Fundraising

- BBQ fundraiser profit to come in NOV results
- Expense relating to Gingerbread kit fundraiser to come in NOV results

Government COVID-19 Assistance

- A total of \$20,000 has been received from the federal government for cash flow boost COVID-19 relief.
- The P&C was eligible to continue to receive the JobKeeper subsidy. This has reduced slightly from \$6,000 a fortnight to \$4,350 per fortnight. The second wave of the jobkeeper subsidy finishes on 3 January 2020.

Financial Results

- Variance between Profit OCT FY19 vs OCT FY20 is \$96k down.
- Main contributing factors to the shortfall of \$122K are:
 - fete income being received in FY19, which was not received in FY20 due to the cancellation of the fete. \$75k
 - \$47k variance relates funds provided to the school in 2020 and not in 2019
- Cash position remains strong even after major fundraisers cancelled predominantly due to government assistance for COVID-19 relief
- The Tuckshop and Uniform Shop are outperforming last year due to Jobkeeper subsidy received from Federal Government



Tuckshop Report

P&C General Meeting, November 2020

Tuckshop continues to be increasingly busy as the end of the year draws nigh. We are ever thankful for our volunteers that help us fulfil the large number of orders.

We have provided catering for the Aspiring Leaders Meetings held at Ashgrove State School with the staff enjoying the delicious Energy boxes of fruit, veggio sticks, cheese & crackers with a cookie treat.

We are looking for volunteers for 2021 and are waiting on forms to be returned from the new prep parents. Anyone interested in helping can email the Tuckshop.

The Tuckshop and the Uniform Shop are currently exploring other options for online ordering. If we are to make any changes, this will be discussed at the meeting and begin 2021 for the start of the year.



Uniform Shop Report

P&C General Meeting, November 2020

October has been a busy month with many new Prep families preparing uniforms for next year. More parents have come in to try on uniforms this year with their children than in previous years. This has been helpful in ensuring children feel comfortable in the uniforms and prepared for next year.

Large amounts of uniform items have now begun to arrive to fulfill our Prep orders and to ensure we are ready for the week prior to school starting and also the first week of school. This year we are opening only one day in the week prior to school starting. We will be open on Tuesday 19th January, when class lists are displayed, and we will be open for longer opening hours 9am- 1pm.

We are working on preparations to encourage more parents to order via Flexischools over the Summer break. This is to aim to reduce large queuing during those busy first few weeks of first term.

Request for funds from P & C- an additional pop up change tent to assist with the busy end of year trying on and to prepare for the first week of Term 1. This will also assist with social distancing and manage queues more efficiently. Requested amount \$70

As this is the last P & C meeting for the year I would like to thank the P & C executive, P & C members, the school and community for continued support of the Uniform Shop. Wishing everyone a happy festive season!

Charlotte Meyers



P&C Grants and Sponsorship Working Group November 2020 report:

Sponsorship Working Group members: Kate Matthews (VP) and Leah MacFarlane

Grants Working Group members: Kate Matthews (VP), Katie Pack, Amanda Scholz, Alex Blake and Bernadette Smon.

Sponsorship:

- Secured four Premium Sponsors for the P&C's Colour Explosion – Scholz Electrical, The Gap Dental Practice, Calibre Real Estate and COMFLOOR (Totaling \$4,200)
- Currently working with local businesses to secure Major Sponsors for the Colour Explosion to be held on 22 November 2020.

Grants:

Successful submissions:

- Federal Stronger Communities Program (Round 5) (Pool accessibility) – 6 September 2019 (\$20K plus matching funds from P&C) – **successful. Sourced quote of \$24,547.41. Will only use \$12,273.70 from grant and matched by P&C. Working with Tanya/Pete (The Swim Academy) to identify a suitable time to undertake the works. Must be completed by 31 December 2020.**

Main focus of working group is on the following items:

- Master plan priorities:
 - the development of an Indigenous Garden, outdoor classroom space
 - the redesign and renovation of the asphalt area at the bottom school entrance
 - maintaining and renovating the pool and pool area
 - updating and better utilising the heritage space around the art room.

Other considerations:

- Playground refurbishments and development (i.e. cracked softfall pitches)
- School and community space enhancements on site (i.e. oval)
- Native plants
- Educational equipment, including garden tools, for our students and teachers
- Environment and sustainability opportunities.

Next steps:

- Working group grants meeting
- Working group tracking grants and preparing upcoming grants.



Ashgrove Aces Amateur Swimming Club Report

P&C General Meeting, November 2020

We had our first swim club night for the season on 26 October. The evening was very successful, with most parents helping out with time-keeping or other jobs to ensure our compliance with our COVID plan.

We have only had around 35 swimmers both nights, but this has been really manageable and has enabled us to make sure we are complying with the new rules around social distancing etc. We feel that it's all working well so far, so we are looking to advertise to improve our registrations.

This season we have decided not to register with Swimming Qld, as it increases prices quite a lot and unless we have swimmers wanting to compete at external meets, it isn't really worth it. This will bring the cost down for members. We are proposing a \$60 flat membership fee for this season.

Aymee Hogbin
Ashgrove Aces Chairperson



Ashgrove State School - Principal Report

P&C Meeting 10 November 2020

World Teachers' Day

Our staff felt very much appreciated by the members of our Ashgrove State School community on World Teachers Day (30.10.20). Along with the many expressions of thanks and gratitude from the students and parents, staff were also treated to a morning tea and coffee from our P&C and Corn Street Cafe. Many thanks to our parents, P&C and Corn Street Café for acknowledging the important work of our staff. We are blessed to be a part of such a supportive community.

Transition Program

All 2021 prep students and their families were provided the opportunity to have a "Meet and Greet" with the principal as a part of our Ashgrove State School Transition Program. The students are all very excited about commencing prep next year and looking forward to their Prep Experience Day later this term. We are expecting 4 classes of prep students in 2021.

Facilities

Commencing in the last week of term 4, the year 2 building will receive further refurbishment. Following the replacement of steps and railings several years ago and a recent up-grade of air-conditioning, this heritage listed building will also receive new joinery units installed, carpets, paint, lights and fans. If the removal of asbestos is required, this will be completed over the school break and no one will be permitted on the school grounds during this time. All correct workplace health and safety procedures will be adhered to. A start-up meeting is expected in the coming weeks.

Aspiring Leaders Program

A group of our teachers have recently completed an aspiring leaders program. This offering was in response to one of the strategies within The Ashgrove State School Four-Year Plan. We aim to "further develop the Aspiring Leaders Program to ensure opportunities for capacity building are offered each year." The school employed Jane Sedgman, an executive coach and consultant to conduct the program with our teachers. Feedback from the group indicates that the skills and knowledge gained from the program were highly valued and easily applied to their leadership responsibilities within the school and within their everyday interactions.

P-5 Awards Night

Awards Night will be held on Thursday 26 November. Where possible, our school has attempted to run as many of our special events as possible throughout the year, with some restrictions. As with many of our school-based events, we will adjust the format of the Awards Night evening to align with our COVID safe planning requirements.

There will be a limit of two guests per student to allow for adequate social distancing for each session. Siblings will not be able to attend. All guests are kindly asked to leave the school grounds promptly once the event has concluded. The congregation of groups on or around the school grounds will not be permitted. Students will not be able to play on the school grounds before or after the event. If