



9th November 2021

Draft MINUTES

Present: members in attendance

Kate Matthews (Member)	Rachel Gadsden (Member)
Sarah Drummond (Member)	Leah Macfarlane (Member)
Rachel Cox (Member)	R Desailly (Non Member)
Chloe Nicholls (Member)	Ernst Le Roux (Member)
JP Bester (Member)	Alicia Klumpes (Member)
Anita Bond (Member)	Nicole Vincent (Member)
Glen O'Halloran (Member)	
Carla Loughnane (Member)	
Ellie Terry (Non Member)	
Alicia Hartley (Member)	

Welcome:

Opened by President Kate Matthews (KM) at 7:03pm

Apologies

Charlotte Myers, Sarah Daly, Aymee Hogbin, Steve Toomey

Motion to accept apologies Accepted by Chloe Nicholls and Seconded by Alicia Klumpes. CARRIED.

Ratification of Previous Minutes

Motion to accept and ratify October 2021 minutes Accepted by Alicia Klumpes and Seconded by Rachel Gadsden. CARRIED.

Business arising from previous minutes

Addressed in General Business as ongoing matters.

Executive Decisions

Executive agreed to increase Charlotte and Karen's wages by 2.5% in line with the minimum wage increase. Kristina and Donna are paid in line with the Award so the 2.5% increase is a legal requirement and therefore no Executive Decision required

Correspondence

Inward (as listed)

Inbound

1. Nicole Armistead re issue with hot pie from Tuckshop
2. Philip Langley re thanks for World Teachers' Day morning tea

3. Gingerbread Folk re information for finalising order
4. Heather Marshall re funding/grants opportunity for managing organics
5. Lana Noir re Deep Grey photography offer for Long Lunch
6. Renee O'Halloran re P&C membership confirmation
7. Glen O'Halloran re Year 6 parent reps and communication channels for Year 6 information
8. Samantha Reeves re Fete 2022
9. Roger Desailly re Fete 2022
10. Ellie Terry re Fete 2022
11. Amanda Kid re Fete 2022
12. Belinda Copley re Fete 2022
13. Lisa and Lyle Li re Fete 2022
14. P&C Qld re updates to Student Protection Risk Management Strategy
15. Staff wages and creditor expenses
16. Advertising offers and newsletters from a variety of providers including Ainslie Rockall-Mills (Backflips against bullying show), Mandy Weidmann, Chef Mel, iSponsor App, Oktion, School Fun Run, Fairtrade Australia, Colin Hili (Jumbo Interactive), Silverbox, Barnard Mangakahia (Performance, "Mana the Spirit of Polynesia"), Gingerbread Folk, Helen Kansky (Youth Mental Health First Aid Course), Containers for Change, Leanne Burns (Freedom Property), Rachel McCann (card making fundraiser) and Crazy Camel.

Outbound

1. Replies to all incoming (except advertising offers and newsletters)
2. Email to past P&C volunteers re thoughts on Fete 2022
3. Heather Marshall re prep enrolment packs
4. Amanda Hay re Uniform Shop air conditioner
5. Heather Marshall re P&C membership form and Tuckshop volunteer form
6. Parent Network communications

Motion to accept Inbound and Outbound Correspondence as true and correct accepted by Rachel Gadsden and Seconded by Anthony. CARRIED.

Child burnt by a hot pie, as a result of leaving in the oven for too long, working with parent, child received a blister and has recovered. Actions in place to deal avoid future incidents.

Other business

Reports

Treasurer's Report

Due to the timings of this meeting the financials remain unchanged from the September figures presented last meeting.

Proceeds from long lunch approx. \$20,000 however expenses not yet submitted, expected profit to be \$3-4K.

It is anticipated that the financial strength of the P&C will remain for the rest of the year

Motion the Treasurer's Report be approved and accepted by Leah Macfarlane and Seconded by Alicia Klumpes. CARRIED.

Uniform report -

Flexischools released new app, it was requested that the size, wording and location of the Uniform Shop Tab (currently located separate to the “order food” tuckshop tab) be changed. This was not possible and communication via notifications on Flexischools has been added to guide parents / carers to the location of the new tab.

Prep uniform order forms were due by 5th November, with orders packed for collection during the Prep orientation week 22nd-25th November. Uniform shop will be open for an additional ½ hour Wednesday, open until 9:30am to assist new Prep parents attending the Prep playgroup to be able to try on and purchase items.

New hats with toggle at the back have arrived, old stock will remain until sold out.

Motion the Uniform Report be approved and accepted by Rachel Gadsden and Seconded by Rachel Cox. CARRIED.

Tuckshop report –

Busy day on Thursday before public holiday. 3rd of December will be last tuckshop day

Tuckshop had a record breaking day before the Public Holiday last Thursday with 510 Orders, with 300 of those being orders for Pizza! Last day for Tuckshop this term will be Friday 3rd December. We will have a meal deal on the day as usual but an early close off to ensure that we have enough food and no leftovers to have to store over the Summer holidays.

Tuckshop has purchased 4 new trays for use in the ovens on the pizza days. The majority of this cost was covered by a Visa gift card earned through purchases.

Motion the Tuckshop Report to be approved and accepted by Rachel Cox and Seconded by Leah Macfarlane. CARRIED.

Ashgrove Aces report-

Swim club have had 4 club nights since this swim season began in October, over 70 children registered.

The club has introduced a new, locally developed app to streamline operations called Swim Club Connect. The app has been amazing and has resulted in less volunteer hours.

Motion the Sponsorship Report to be approved and accepted by Leah Macfarlane and Seconded by Alicia Klumpes CARRIED.

Principal’s Report (Anita Bond) -

New Governor will be attending the school next week, her husband Professor Graeme Nimmo RFD used to attend Ashgrove State School.

Ashgrove State School was invited to attend the launch of the new children’s book, A Place for all Queenslanders and our Librarian and 5 children will attend launch, at government house. Pupils to be selected to attend will be those that help out in the library.

New playgroup from 9:30-10:30 on Wednesdays, an informal number of activities parents come along, have a chat and morning tea and guest speaker. Approx. 70 attend each week. Building connection with community. New families coming next year attend and has been a great initiative. Children and parents that don’t know anyone meet new comers to the school. Looking to do this each term 4 going forward.

Motion for the Principal Report to be approved and accepted by Rachel Gadsden and Seconded by Leah MacFarlane. CARRIED.

Motions on Notice

1. P&C Student risk strategy update. This Student Protection Risk Management Strategy is developed to enable the P&C Association to comply with the legislative requirements for the protection of children and young people from harm and the risk of harm. All adults need to report all incidents of sexual abuse to Principal or police. Mandatory reporting.

Anita questioned if a P&C induction is required. **N.B. P&C Qld confirmed (post meeting) that any volunteers would only need to undertake an induction where offered and required by the school.**

A volunteer, who is not a parent of a child of the school or exempt, is required to have a Blue Card regardless of how often they come into contact with students.

Nicole Vincent offered to help with advice to support volunteers, Nicole has worked in Child protection for 20 years and is happy to help P&C with advice.

Motion for the Student risk strategy amendment to be approved and accepted by Rachel Gadsden and Seconded by Leah MacFarlane. CARRIED.

2. \$500 requested to fund a thank you event for volunteers on 21st November

Motion for \$500 in expenses to fund the Volunteer thank you event be approved by Rachel Gadsden and Seconded by Alicia Klumpes. CARRIED.

General business

1. Fete – Discussions around having a fete in 2022

As we did not receive a volunteer to run the fete in 2022, we are considering having a biennial fete, it is not uncommon for fetes to be held every two years. Beyond the lack of volunteers to coordinate the event, the P&C faces significant financial and volunteer risk in planning such an event due to uncertainties arising from the effect of Covid-19 in the community. For those reasons, it was proposed that in 2022, the fete would be replaced with a Community festival, with food trucks/stalls, colour run and open air movie night with an estimated profit of 50-60k. Last year the colour run raised 26k, similar sized schools raised 80k. Budget for event would be \$30,000 to cover costs.

Glen O'Halloran asked if someone steps forward to organise could we still run the fete? Kate explained that it was really too late as a budget and organisation of the fete needed to be set at this meeting, otherwise the next meeting would be in February next year. Glen emphasised that the question was nothing to do with money contribution for the school but wanted to take the opportunity to raise this question for sake of the community.

Kate confirmed that the P&C had gone out to the school community with an EOI requesting for a volunteer/s to run the fete, and directly to the volunteers previously involved with the fete. No viable options for running the fete were identified and almost all the fete volunteers who responded to the survey indicated that they would not be comfortable running a fete with the uncertainty that 2022 would bring and/or that the fete should be held biannually due to the huge undertaking for volunteers. Kate raised that the fete requires a 6 month lead in time, and that due to COVID, 2022 is likely create a lot of uncertainty and we're not sure what next year will bring and whether the event would go ahead. But we'd still like to do a community event, but not a massive event. Proposing Ashgrove P&C Twilight

Community Festival – potentially involving a colour run, stalls/food trucks, kids activities and movie night. This event would offer:

- reduced volunteer time (less volunteers and time)
- reduced financial risk (lower budget)
- more flexible – can move the event if there are any barriers (Able to postpone close to the date or open up the movie night to the broader community if circumstances allow).

Anita Bond - Many Parents come through to the fete and it's been a huge part of showing how amazing the school is. Supported by Billy's and many local businesses. Suggested that if a volunteer group is required it would be useful to target the Prep group as they are hungry and eager to be part of the fete. New prep families did not get the opportunity to volunteer. It has been a school tradition for 140 years and it is a shame to see it paused.

Carla Loughnane commented on the disappointment that students may feel. There was discussion as to whether a replacement event would have the same impact for students.

Summary of the discussions:

- All up to volunteers, but wonder if it is too big, can we run a fete but with less stalls or on a smaller scale?
- Suggestion raised to pay a full time event manager to run the fete. It was noted that other schools engage an event manager to coordinate the rides, stalls and bar. Others shared that this can cause issues with raising volunteer assistance and while it may make money it doesn't have the community feel. This approach would also have implications for other P&C events and other volunteers.
- Possibility for full fete in 2023 after more certainty around Covid and allowing time to recharge and previous convenors or new parents would be ready to get involved.

Twilight Festival will be different with no rides but still creates a community feel. May include a fun run with coloured power promoting health and made special for the grade 6 kids. It is a lower financial and volunteer time risk activity and will bring the school community together. Festival will keep the community feel with food trucks, family business and parent owned businesses sponsorships. Kate Matthews has volunteered to run the proposed Twilight Festival.

Motion for \$30,000 budget for the Twilight Festival to be held on 7th May be approved by Rachel Gadsden and seconded by Alicia Klumpes. CARRIED.

2. Trivia Night this Sat sold out in 30 minutes. 80s themed, doors open at 6pm with Italian Food Truck, leave lots of time to order. Can BYO food. Quiz master will be loads of fun, singing 80s song, 80s dress up and bar will be open to 11pm. Due to slightly relaxed covid restrictions, tables can increase by 3 tables. Open up remaining 3 tables to social media and parent network. Emails to be sent to Rachel Cox and first received will secure tables.
3. Long lunch 3,500-4000 estimated profit Aymee Hogbin and Alice Hagen did a great job, event was a great success
4. Gingerbread houses - 136 orders. approx \$1300 raised, less flexischool fees. Pick up will be Wed 1st December

Applications for memberships and recording of new members

Application for Membership submitted by Ellie Terry

Motion for the application of membership for Ellie Terry to be approved by Chloe Nicholls and seconded by Rachel Cox. CARRIED.

Date of Next Meeting

Date of Next Meeting: Tuesday, 8 February 2022, 7pm in the Ashgrove State School Hall.

Meeting Closed

Meeting closed by Kate Matthews at 8.02pm