Meeting Minutes for Coomera Springs State School P&C Association
Held in the Staffroom on Wednesday 13th August 2014.

**Present:** Martine Gill (Principal), Taylor Hayley (Deputy Principal), Sheryle Croft (Deputy Principal), Mark Boothman MP, Jogoda Butler, Megan (Camp Australia Regional Co-coordinator), Maxine Brittian, Natalie Cullen (President), Vanessa Ashworth, Shupiwe Jere, Todd Firth (Chaplin), Catherine Holbrook.

**Apologies:** Elissa Wentworth (Vice President), Pamela Wilkins, Jean Newell (BSM), Theresa Grima

Meeting opened at: 6:04pm

- **Confirmation of the Minutes of the previous meeting:**
  
  Moved: Natalie Cullen on behalf of Pamela Wilkins  
  Seconded: Taylor Hayley  
  All in Favour: Motion Carried

- **Business arising from minutes:**

  - New Hair Ties – Tia Richards has made new school hair accessories, it was decided that a meeting would be organised between uniform shop convener, P and C president and Tia to discuss new accessories and then bring back to the P and C meeting for approval. Further discussion is needed with uniform shop convener, Tia and P and C President before final decision is made.

  - Up date on $5,000 grant document for the school to receive this grant we need lots of help from school families, the school with the most votes will win the CUA grant.

  It was moved that the Business arising from the minutes be received and recommendations adopted:
  
  Moved: Natalie Cullen on behalf of Pamela Wilkins  
  Seconded: Martine Gill  
  All in Favour: Motion Carried

**Correspondence:**

**Inward** — see attached mail register.

**Outgoing** – see attached mail register.

It was moved that the record of Correspondence be received and endorsed as a true record:

Moved: Natalie Cullen on behalf of Pamela Wilkins  
Seconded: Vanessa Ashworth  
All in Favour: Motion Carried

- **Business arising from the correspondence: None**

- **Sub-Committee reports and financial statements, and any business arising from sub-committee reports:**

  **Treasurers Report:**

  It was moved that the Treasurer’s report be received as a true and accurate record:
## Treasurers Report

### Receipts

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<tr>
<th>Details</th>
<th>Jun-14</th>
<th>YTD</th>
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<tbody>
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### Payments

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### Bank Balances @ month end

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<table>
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<th>Bank</th>
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### Summary School Programs

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### Summary Misc Payments

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<td>Description</td>
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<td>YTD</td>
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<td>Receipts</td>
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<td>Donations</td>
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**Westpac**
- 23246.85
- 7136.56
- 20000.00
- 10383.41

**CommBank**
- 45951.18
- 32937.54
- 59494.60

**Summary School Programs**

<table>
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**Summary Misc Payments**

<table>
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<tr>
<th>Details</th>
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**Bank Balances @ month end**

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To ensure tuckshop operations continue to run smoothly between P&C Meetings it is often necessary to pay invoices prior to sign-off by the committee.

The following monthly limits will apply to tuckshop supplier payments where retrospective agreement can be sought.

<table>
<thead>
<tr>
<th>Supplier</th>
<th>Amount</th>
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<tbody>
<tr>
<td>Quality Food Services</td>
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<td>Coolio</td>
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<td>Parmalat</td>
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<td>Homestyle Bake</td>
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<td>Dymel Dist (Streets)</td>
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<td><strong>Total</strong></td>
<td><strong>$6,000.00</strong></td>
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Moved: Cath Holbrook
Seconded: Maxine Brittan
All in Favour: Motion Carried

**Tuckshop Report**

It was moved that the Tuckshop report be received and recommendations adopted:

- Vanessa attended Food handlers course
- Vanessa in tuckshop 5 days a week
- Proposed breakfast club between 8 -8.30
- 206 orders on Friday just on flexi schools
- Request for a new pie warmer
- Looking for further volunteers on Fridays
- Class passes are still a concern
- Phone calls from parents for food can be late and Vanessa cannot guarantee that orders can be filled if parents leave a message on message bank.

Moved: Vanessa Ashworth
Seconded: Martine Gill
All in Favour: Motion Carried

**Uniform Shop Report**
• New provider
• Ace was a trial order – not using this provider again
• Quotes for a point of sale system being currently received

It was moved that the uniform report be received and recommendations adopted:

Moved: Jogoda Butler
Seconded: Maxine Brittian
All in favour: Motion Carried

Fundraising Report

Sports Days
• During the sports days for both Junior and Senior Students we opened the back tuckshop and provided a sausage sizzle – great success.
• We also invited a coffee van along and they donate 50c for every cup of coffee they sold. Donated a total of $30.
• A couple of hiccups with flexischools and the time for delivery – set for 2nd, not 1st break.
• A bit of confusion about pre ordering and if food was going to be available to purchase on the day.
• Should be able to provide a better service next year.
• Thank you to our parent volunteers and tuckshop staff for assistance on the day.

Disco
• 80's theme disco – all food and drinks inside again due to the weather.
• Hot dogs a great success – food moved very quickly. Will do again at next disco
• Thank you to all of our parent volunteers and staff who assisted on the night.
• Overall it ran very smoothly, considering we had to be inside

Read-a-thon

Prizes
Raise over $20 and go into the draw to win 1 of 2 Boomerangs Play Centre double passes!
Raise over $50 and go into the draw to win a Family Pass to the movies!
Raise over $100 and go into the draw to win a GAME OVER Laser tag and Clip and Climb Combo!
Raise over $200 and go into the draw to win a Family Pass to MOVIEWORLD!
Raise over $300 and go into the draw to win an iPAD mini!

• Bookmark to be given as gift to all participants (ordered enough for all students), Ordered from Teachers Bazaar
• Money collection – volunteers requested in tuckshop for the last day 5th September
• Started to receive some money already
• Thanks to Vanessa as always receiving the cash for these fundraising events
• Possibly use Extra Boomerangs passes as runner up prizes for iPad.

Father's Day Stall
• 2nd, 3rd, 4th September
• Ordered from Smart fundraisers, Unique Elegance, School Gifts, Father's Day Stall.

Family Portraits
• Possible second session – Sunday 24th August – 9am-12pm. Agreed to send out request to parents to see if we can get enough people
• 6th of September for viewing and collection of portraits

Fete Report
• Rides, sno cones, fairy floss, churros and food Van provided by Partytime Amusements
• Animal Nursery and Pony Rides provided by Chevalier Lodge Farm
• Ice Cream Truck provided by Classic Ice Creams (Mr Whippy style truck)
• Slushees provided by Sensational Slushees
• Showbags will be provided by Kids Showbags
• Candle Making and Spin art provided by Crazy Candles
• Balloon Twisting provided by Funny Face Entertainment
• Plaster making and decorating provided by Jazzy’s Arts and Crafts
• Sand Art provided by Precious Parcels
• Tornado Potato and Corn on the Cob provided by Geof Stern
• Photo Booth to be provided by FSG (Carissa) and Click Photo Booth Hire
• P&C and *hopefully* Lions Club to provide BBQ
• Fudge Stall provided by Treasurama

Other Activities/Stalls run by the P&C
• Face Painting/Crazy Hair
• Teddy Bear/Prize Wheel
• Cent Auction
• Knock em down Cans
• Whack a Frog
• 2nd Hand Book Stall
• Water Balloon Burst (Teachers required!)
• Build a Biscuit
• Chocolate Toss
• Cake Stall
• Fruit Stall
• Entertainment provided from local dance schools, skipping performance groups

Sponsorship:  
Mark Boothman MP  $500
Pacific Office Supplies  $150
City of Gold Coast – Division 1 – Donna Gates  $800
McDonalds Upper Coomera  $500
Sensational Slushees  $800

Sponsorship total:  $2750.

Outside vendors are being charged $75 for a 3x3m site – unpowered.
Community Stalls Confirmed – No charge
Fire Service
SES
Gold Coast Suns
GCCC
Fostercare Qld
Crime Stoppers

Fete Meetings this term: Always Monday at 7pm in the Executive office in the School hall.

August 4th
Pre Selling ride bands: $25 – Start selling 10 weeks out (22nd August) on flexischools. Also selling to the General Public. We would like to send a form home with every student for people that don’t use flexischools on this day as well. We need to discuss payment options etc. at next fete meeting.

It was decided to only sell pre-paid ride bands through flexischools to ensure there is no confusion.

It was moved that the Fundraising report be received and recommendations be adopted:

Moved: Natalie Cullen
Seconded: Taylor Hayley
All in favour: Motion Carried

Principals Report

P+C Meeting 13 August, 2014

Principals Report

1. Enrolment Update:
   (i) Current: refer to attached enrolment sheet.
   (ii) As of 13th Aug – 810 active enrolments

2. Finance Update: Bank Rec not tabled due to Jean’s absence. This will be emailed through upon her return

3. Staffing Update:
   - Linda Miranda has moved to SEP staffing and we welcome Mrs Jacqueline Rooks
   - Ms Emma McFarlane who is replacing Stacey McCallum (who had a baby girl)

4. Facility Update:
   - Central Office and Regional Office facilities have come out for a site visit as we continue our application for another permanent building. Coomera Retreat has been cleared for more housing as has the end of Coomera Springs Blvd

5. Camp/Excursion/Incursion Approval Requests:
   - Year 1 swimming program
   - Year 3 sleepover (Oct 17th)
   - 3/4B, 4WG, 4D, 4/5N, 5H, 5B, 5M to attend BOUNCE Indoor Trampoline Park 27/28 Nov – approx. cost is $31 per student

6. School Council:
   - Staff are currently voting for the staff representative
   - Parent representative process occurring at this meeting

7. General Information:
   - Gold Coast Eisteddfod performance: Choir placed with a Highly Commended
   - Debating Update
- Dance Eisteddfod Update
- Tinkerbelles Program
- Science Spectacular
- Footsteps to Fame
- 3P Love Learning Conference
- 1:1 program update
- GC Show Holiday

It was moved that the Principal’s Report be accepted and endorsed:

Moved: Martine Gill
Seconded: Taylor Hayley
All in favour: Motion Carried

- **General Business:**
  - Disco theme for this term “Character Themed Disco -11\(^{th}\) of September”
  - Natalie and Katherine attended a finance training session in June. Merchant fees are not to be passed on. This was stopped on the 16\(^{th}\) of June.
  - Supplier payments of up to $6,000 to be accepted when payments fall over holidays/missing P&C meetings.
  - Slushie Machine was presented by Vanessa as a possibility for the tuckshop. P&C agreed to look at this further and investigate possibilities.

School Council Parent Nominations;

- 2 parent nominations have been received. Martine will send out a return voting process.
- Natalie and Pamela will be the scrutineers for a paper vote.

Chaplain’s report:

- Chaplain’s Report tabled
- Skate program 6- 8 boys involve in the program
- Money factor is our issue – decks donated by GC compound
- Request to donate money to the program from the P&C Todd requested $500 to fund the program. Executive meeting will consider and get in touch with Todd regarding this.

Update from Mark Boothman

- Police Blitz in the area –rapid reaction squad
- Exit 54 Minister has signed it off –waiting for federal funding. Construction to start ASAP.

Camp Australia update

Megan presented as the Regional Coordinator
Helena Thomas is now the school coordinator (Richard has resigned)

Moved: Natalie Cullen
Seconded: Taylor Hayley
All in favour confirmed

**Student Protection Check:**
Folders from Admin Office, Tuckshop and Uniform Shop were brought to meeting and checked by Martine.

**Applications for memberships and recording of new members:** No

Meeting closed at: 7.30pm  
Next Meeting: 10th September  Wednesday at 6pm

These Minutes are endorsed as a true and accurate record.

Signature: ___________________________  Date: ________________

Name: ___________________________  Position: ________________