

<b>Date</b>	17 <sup>th</sup> of April 2024	<b>Minutes Taken by:</b> Victoria Davison (Secretary)
<b>Location</b>	Gainsborough State School Executive Services Building	
<b>Meeting Opened</b>	<b>Time:</b> 5:00pm	<b>Name:</b> Rhiane Sherriff (President)
<b>1a. Attendance:</b>	<b>Numbers: 13</b> Rhiane Sherriff (President), Rachael Blond, Kelly Ready, Clay McCann, Nicole Pryor, Leah Stanger, Katie Huggard, Olivia Ross, Gaylene Oppermann (Treasurer), Craig Tulczyn (Vice President), Megan Hawker, Victoria Davison (Secretary). <b>Online –</b> Hannah Weinthal	
<b>1b. Apologies:</b>	Kat Tulczyn, Sara Sullivan, Kaylie Mason, and Stacey (YMCA)	
<b>2. Adoption of previous minutes:</b>	Confirmation of the minutes of the previous meeting dated: 13 <sup>th</sup> of March 2024. Resolutions: that the minutes of the meeting, dated 8 <sup>th</sup> of November 2024, as distributed be accepted as a true and correct record. – Gaylene mentioned spelling issues and has gone back over to correct.	
<b>3. Business arising from the Minutes:</b>	Motion to amend spelling errors from 13 <sup>th</sup> of March 2024– <b>I Victoria Davison (Secretary) move that the Minutes from March 13<sup>th</sup>, 2024, be tabled and adopted.</b> <b>Seconded By:</b> Rhiane Sherriff (President) <b>All in Favour - YES</b>  <b>No Business arising from previous minutes.</b>	
<b>4. Correspondence:</b>	<b>4. Inward: 13<sup>th</sup> of March 2024 – 17<sup>th</sup> of April 2024</b> <ol style="list-style-type: none"> <li>a. 21/03/24 – Smart Gift Ideas Invoice \$3405.70 – Gaylene Oppermann</li> <li>b. 28/03/24 &amp; 14/14/24 – School Gifts Australia – promoting Mother’s Day Gifts.</li> <li>c. 03/04/24 - P &amp; C Queensland e newsletter April 24. Asking to update Executive team details.</li> <li>d. 03/04/24 – Survey Monkey – Curiosity Con – sign up for marketing webinars.</li> <li>e. 08/04/24 – Bec Stone confirming Donations of Tea/Coffee/Brownies – Gaylene Oppermann</li> <li>f. 15/04/24 – Jayde Smith – Offering availability of a Bunnings BBQ: May 12<sup>th</sup>.</li> <li>g. 15/04/24 – Kasi Hurley – requesting AGM and GM meeting minutes from 02/24 and 03/24.</li> <li>h. 16/04/24 – Executive committee member resignation.</li> <li>i. 17/04/24 – Katrina Marteene – Promoting last minutes Mother’s Day stock for gift stalls.</li> <li>j. 17/04/24 – Lunch &amp; Learn webinar – insight into Insurance for P&amp;C.</li> </ol>	

	<p><b>4. Outward: 13<sup>th</sup> of March 2024 – 17<sup>th</sup> of April 2024</b></p> <ul style="list-style-type: none"> <li>a. 04/04/24 – Request to Bec Stone for donation for Mother’s Day Breakfast – Gaylene Oppermann</li> <li>b. 16/04/24- Reply to Kasi Hurley with attached minutes – Victoria Davison</li> </ul>
<p><b>5. Business arising from the Correspondence:</b></p>	<p><b>4 (h) Resolution – That:</b> We will require a replacement for Gaylene as treasurer – will have to call a special meeting and go through process again. May have interest from one of the front office ladies. Will have to put out to community minimum 7 days prior to meeting. Preferential person will come with a banking and finance background. Looking at May 1<sup>st</sup> special meeting. Leah will draw up a Canva – for the special meeting.</p> <p><b>Resolution:</b> Changing of signatory for banking. Full handover post-election.</p>
<p><b>6. Table Executive Committee Decisions (if any)</b></p>	<p><b>Committee Decision Discussed and Approved:</b></p> <ul style="list-style-type: none"> <li>a. Will be paying invoice for Mother’s Day gifts 4/4/24 discussed, paid 17/4/24.</li> <li>b. Bunnings BBQ date – May 12<sup>th</sup> –tabled and will be rejecting. Rhiane will go back to Bunnings and asked for alternate dates. Bunnings will be donating a money tree, a plant with gift cards attached to.</li> </ul>
<p><b>7. Treasurers Report:</b></p>	<p><b>March 2023</b></p> <p><b>Expenses: \$18,196.89</b></p> <p><b>Deposits: \$31.80</b></p> <p><b>Bank Balance: \$38,456.16</b></p> <p><b>Discussion:</b></p> <p>The only deposits received in the month relate to money submitted from Containers for Change. Expenses are inclusive of paying Ferrari Warner for the audit, P&amp;C insurance payment for the year and the outgoing grant issued for the water bubblers.</p> <p>Further discussion was on clarification of the containers for change program - \$ was originally allocated to help fund S.T.E.M resources. We will be looking at easier collection methods, green wheelie bins. This money will be donated back to the school. We discussed at a specific amount i.e. \$500 or annually. – no decision was made.</p> <p>A true copy of the Treasurer’s report is attached to these minutes.</p>

	<p>I Gaylene Oppermann (Treasurer) <b>move that the Treasurer’s report be tabled and adopted. Copies of reconciliations provided to both School and Secretary for records.</b>  <b>Seconded By:</b> Rhiane Sherriff (President) <span style="float: right;"><b>All in Favour - YES</b></span></p>
<p>c. Principals Report:</p>	<p><b>Current Student Numbers: 762</b>  <b>Bank Balance: \$507,992.62 (as of 11/4/24)</b></p> <p><b>Key Notes:</b></p> <ul style="list-style-type: none"> <li>a. <b>Gaylene Oppermann: Congratulations</b> – taking on a new role Business Manager Coach until 2025. Still here until mid-way through term 2 – She will do a hand over with the appointee. Newly appointed person will be on a 6–8-month contract with continuation clause.</li> <li>b. <b>iPad charging trolley:</b> Cara Nelmes and husband – donating twenty-four iPad charging trolley’s – thank you from the school.</li> <li>c. <b>Anzac Day:</b> service Wednesday 24<sup>th</sup> at 12pm in the school Hall. On Thursday April 25<sup>th</sup> a secondary offsite service will be held at Pimpama Uniting Church at 8:30am. Everyone is welcome to attend -parents, children, and staff. Students are asked to wear their GSS uniform.</li> <li>d. <b>Head 2 Health (update):</b> confirmation it will go ahead, furniture will begin moving in within the next week into the Nyandra room – hoping services will begin midway through the term (2).</li> <li>e. <b>New cold-water bubble:</b> Installed and ready for use. General feedback: children love having cold water. Thank you to the P&amp;C for the original grant submission.</li> <li>f. <b>Strategic planning Day:</b> setting a direction for the school – plan in play for the next 4 years (2024-2028). Document still in drafting phase, will be available at next P&amp;C meeting.</li> <li>g. <b>Truth Telling Project:</b> three other primary schools and two high schools partaking in – imbedding Torre Straights and TSI perspectives, into our schools’ program. 7-8 staff/teachers attending a 2-day course. This is a curriculum defining moment for Qld schools.</li> <li>h. <b>Opening of stages 2 and 3:</b> Assistant Minister of Youth and Justice Ms. Corrine McMillan MP will be in attendance. To take place, 930am Wednesday May 8<sup>th</sup>. A parade in the school hall is organised for after the event. Everyone is welcome to attend. (Will have to adjust the Mother’s Day stall timetable – to allow for this).</li> <li>i. <b>YMCA – brekkie started today 17/04/2024:</b> Stacey Lincoln coordinating approximately 140 kids in attendance on day one. Trial today – cereals, toast with a selection of spreads, and a cold milo. Was a trail run with no communication sent out originally to make sure everything would run smoothly. Communication to be sent out in the coming days.</li> </ul>

	<p><b>j. Excursions:</b></p> <ul style="list-style-type: none"> <li>• Bravehearts Ditto Show: Prep – Year 2 Students – 15<sup>th</sup> June</li> <li>• Paradise Country: Year 1 Students – 19/20 July</li> <li>• Friday Fishing: Selected Senior Students – Friday afternoons from 12:30pm – 2:30pm</li> <li>• Jacobs Well Outdoor Education Centre: Prep Students – 18/24/25 July</li> <li>• Interschool Sports Term 2 – Various Year 4/5 &amp; 6 Students</li> <li>• Parliament House visit: Year 6 – 7<sup>th</sup> June</li> <li>• Year 5 &amp; 6 Camp at Lake Ainsworth: 23 – 25 August</li> <li>• Mudgeeraba Light Horse Museum: Year 4’s – 10<sup>th</sup> November</li> <li>• Choral Fanfare: Various Children – 22<sup>nd</sup> May</li> <li>• Year 6 Big Day Out: Year 6 Students – 6<sup>th</sup> December</li> </ul> <p>A true copy of the Principals Report is attached to these minutes.</p> <p><b>Principal Report Tabled and Adopted by: Clay McCann</b>  <b>Seconded By: Rhiane Sheriff (President) All in Favour - YES</b></p>
<p><b>8. Other Reports</b></p>	<p><b>Katie Huggard – Loose Parts Play</b>  The Borough – loose parts playground – junk for the children to play with, can reinvent itself every day.  AIM: sustain improvement in students’ outcomes – through play.  Eventually a play space used at lunch as well within play times. Inclusion team to be able to use, teachers to take classes during class times. G&amp;T students- gifted and talented. Inclusivity for al</p> <p>Term 1- play hut committee – decided to play in the space to start, then create a rules for the space. Getting older kids with the younger kids working together.</p> <p>Term 2- going out in class time with teacher supervision – permissions from parents – getting pallets – to potentially build a maze/path. Training staff more and further encouragement</p> <p>Term 3- opening at lunch times for play – (tyres , pallets, ropes, wooder spools, pots and pans, containers, kayak, left over fabric, small logs of assorted sizes.</p>

Barrier: HEAT! no shade- previously lasted 10 minutes, wanting a water tank and pump – team use of minimum two people to operate. Potentially issues: Hygiene issues. Hannah Weinthal mentions pumped were expensive.  
Would love some shade – previously looked at shade sails – would like a proper shelter – large. Would like some plants and trees but that is a longevity thing.

Options to offset costs:

Gambling fund: offering up to \$100,000. Grant submissions due end of April 2024 for first round applications. P&C would have to apply – must put forward quotes in writing, minimum of three. Quotes for shade structure plus installation and water pumps. Clay wants to have a look at the grant see what it entails.

Requirements discussed include:

Writing approval from the infrastructure advisor fir any land owned by Education Qld

3 Quotes from building contractors

Three referees – mayor or councillor, state or federal member, people, or business’

Quote up both shade sails and fixed structures – would have to size up – Rhiane offers to do a bit of leg work – send contacts to Gaylene for shade sail installers. Gaylene will reach out- Clay said he could help too. Insurances must include: twenty mill pub liability, working on a departmental site.

What other options were available, Gaylene suggested the 2024 colour run funds could be allocated to help fund. Some school funds can be allocated to the Borough.

Council gives out free trees as part of your rates – something to investigate. Would have to know specific trees.  
Ask bunnings for donations towards shade sails.

**Clay moved that the Colour Run funds for 2023 to be used for resources, and 2024 to be for “the Borough”.**

Seconded: Craig Tulczyn

All in Favor: **YES**

**Fund raising Report- Calendar for the year.:**

Mother's Day Stalls May 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> running from 845am-whenever.  
Must amend the 8<sup>th</sup> to after first break. Due to stage 2&3 opening ceremonies.

Mother's Day Breakfast – May 10<sup>th</sup> 7am-830am

Breakfast boxes – donations from YMCA, tea, coffee, brownies

Minimal activities in the hall – raffle – prizes already on hand and new donations.

Decorations from last year – back drop and props for photo booths

Adults Only Trivia Night – Rhiane has reached out for Venue use at Pimpama Tavern – allow for use of up to 50 people.

Licensed venue. Pay per teams. Kelly Ready previously ran trivia in a school holiday – happy to Chair trivia depending on date and venue. Dress up themes – best dressed teams. Can NOT be in the school hall if alcohol is on site.

Kelly is away until July 15<sup>th</sup>.

Katie suggests a Christmas in July Feel

Putting out a pole on if people are keen. Term 3 would be beneficial, suggested date July Friday 26<sup>th</sup>.

Other venues run \$15 per team with teams up to 8 to 10 people maximum.

Other venues to investigate include sporting venues – Pimpama state school hall, projector screen and sound system.

Resolutions:

**Hannah Weinthal – requesting a brave heart's subsidization – wants to target families who may need this but may not be able to pay.**

To make this scheme sustainable. Suggestions fielded:

- a. P&C subsidized for specific grade year -knowledge retention is great in yr.2 – hard to explaining to families. Subsidising – only those who pay initial fee to go will receive reduced costs.
- b. P&C subsidizing a percentage based on students attending (i.e. 50%)
- c. P&C subsidizing a set amount (i.e. \$2000)
- d. "Bucket scheme" to utilise for those in need (i.e. \$500)

If every child attends:

Full cost this year = \$4,554

50% of cost this year = \$2,277

	<p>Gaylene suggests use of School council money \$966. Kelly Ready agrees to move that money over. \$979 will be transfer over to Bravehearts funds. Covering approximately ninety students currently.</p> <p>Biggest question at hand is if this is sustainable for the P&amp;C to wear year on year – with growing student numbers. Uncertainty remains.</p> <p>Conversation came to a stale mate:</p> <p><b>Resolution: Clay asks to move conversation – produce proposals and come back in 2 weeks’ time.</b></p>
9. Motions on Notice (If any)	<p>I Gaylene Oppermann (Treasurer) <b>Move that a payment of \$20,000 from the 2023 Colour Run be given back to the school for the required resources at re resource centre. As adopted in 2023.</b></p> <p><b>Seconded: Craig Tulczyn</b>                      <b>All in favour: YES</b></p>
10. General Business	<p><b>a. USB or Hard Drive requested</b> – with all P&amp;C templates, reports, documents for future years coming. Can the P&amp;C email address have its own OneDrive storage. Will be investigated. All hard copy documentation held in Strong Hold. Will require non-departmental email address to be issued to the executive team.</p>
11. Application for Membership & Recording of New Members	<p>I Rhiane Sherriff (President) motion that:</p> <p>No new membership applications have been received to be recorded in the membership register.</p> <p><b>Seconded By: Victoria Davison (Secretary)</b></p> <p><b>All in Favour - YES</b></p>
Date of the Next Meeting	<p><b>ANNUAL GENERAL MEETING</b></p> <p><b>Day: Wednesday Date: 1<sup>st</sup> May Time: 5:00pm</b></p>
Meeting Closed:	<p><b>Time: 6:35pm</b></p>

### CONFIRMATION OF MINUTES

Chair Name:

Date:

Signature:

Position: