

Date	7 th March 2023	Minutes Taken by: Tara Jeziorny (Secretary)
Location	Gainsborough State School Executive Services Building	
Meeting Opened	Time: 6:03pm	Name: Sara Sullivan (President)
1a. Attendance:	Numbers: 12 Sara Sullivan (President), Cedella Sladdin (Vice President), Gaylene Oppermann (Treasurer), Tara Jeziorny (Secretary) Clay McCann (Principal), Rhiane Sherriff, Kasi Hurley, Kat Tulczyn, Craig Tulczyn, Shannon Ohearn (YMCA), Caitlin Smith (YMCA), Leonardo Macatangay Online - Sally Ladd, Yemi Adeogun	
1b. Apologies:	Kelly Ready, Kylie Haselam, Nicky McKee, Rachael Blond	
2. Adoption of previous minutes:	Confirmation of the minutes of the previous meeting dated: 8 th November 2022 Resolutions: that the minutes of the meeting, dated 8 th November, as distributed be accepted as a true and correct record. Not Online yet. Secretary will send Wednesday 8 th March to President for upload Motion to table and adopt minutes from November 2022 – Sara tabled and Kasi seconded.	
3. Business arising from the Minutes:	No Business arising from previous minutes outside fundraising events for 2023	
4. Correspondence:	4a. Inward: 9th November 2022 – 7th March 2023 CR Mark Hammel – Sending Christmas Greetings and expression of interest to attend meetings 2023 Roz Rowe Foxwell SSC – Invitation to their Morning Tea 1 st Feb Judi Grimes Michael Crandon – Invitation to Principals Round table Invitation for current P&C President Wed 22 nd March 23 Mark Hammel - Community Event – Green Day Out Invitation to join in, requesting 10 volunteers Ferrari and Warner – 2022 P&C Audit Report	
5. Business arising from the Correspondence:	4b. Outward: 9th November 2022 – 7th March 2023 No outward mail recorded 4a.i Resolution: <ul style="list-style-type: none"> a. Mark Hammel - Contact After AGM with Meeting Dates for 2023 	

	<ul style="list-style-type: none"> b. Foxwell SSC - No follow up required c. Michael Crandon - RSVP for Round table invitation pending Plus 1 with clay. Confirmation to be sent after AGM if President position changes and can attend. d. Mark Hammel – Possible AGM discussion with School Parent and Teacher Community and set up Request for Volunteers <p>4b.ii Resolution – That: No business arising for outward mail.</p>																
<p>6. Table Executive Committee Decisions (if any)</p>	<p>Committee Decision Discussed and Approved:</p> <ul style="list-style-type: none"> a. Date: 5th December 2022 Reimbursement Christmas Raffle Items Purchased – Total \$144.20 b. 2022 Christmas Raffle items were purchased, made \$ on tickets, students were excited to receive their gifts, reimbursement was for the items relating to this event. c. Date: 14th February 2023 Payment for P&C Insurance \$2,128.95 d. Date: 20th February 2023 Harmony Day Banners Purchase – Vista Print \$300.78 This was paid for over the previous weekend by Sara Sullivan (President) e. Date: 25th February 2023 Mother’s Day Stall Increase Purchase amount - \$1000.00 Amount approved at previous meeting was \$2500, this now increased to \$3500 allowing for the idea that every student will purchase more than one gift <p>I Gaylene Opperman (Treasurer) Table that the decisions made by the Executive committee are true and correct: Seconded By: Kasi Hurley All in favour YES</p>																
<p>7. Treasurers Report:</p>	<table border="0"> <tr> <td>November 2022</td> <td>December 2022</td> <td>January 2023</td> <td>February 2023</td> </tr> <tr> <td>Expenses: \$447.67</td> <td>Expenses: \$77.50</td> <td>Expenses: \$0.00</td> <td>Expenses: \$2,128.95</td> </tr> <tr> <td>Deposits: \$0.00</td> <td>Deposits: \$583.06</td> <td>Deposits: \$0.00</td> <td>Deposits: \$0.00</td> </tr> <tr> <td>Bank Balance: \$10,590.54</td> <td>Bank Balance: \$11,096.10</td> <td>Bank Balance: \$11,096.10</td> <td>Bank Balance: \$8,967.15</td> </tr> </table> <p>Discussion: Data breakdown from the Bunnings sausage sizzle: Revenue on the day: \$2592.75. Breakdown of that is Cash sales: \$1051.75 EFT: \$1541.00 (we pay 1.9% surcharge on eft with square) Donations: \$80.25. Net amount was \$2,563.30 – Expenses \$1164.45 Profit \$1398.85</p>	November 2022	December 2022	January 2023	February 2023	Expenses: \$447.67	Expenses: \$77.50	Expenses: \$0.00	Expenses: \$2,128.95	Deposits: \$0.00	Deposits: \$583.06	Deposits: \$0.00	Deposits: \$0.00	Bank Balance: \$10,590.54	Bank Balance: \$11,096.10	Bank Balance: \$11,096.10	Bank Balance: \$8,967.15
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	<p>A significant amount of sausages and bread were left over. Treasurer and President have had brief discussion regarding the quantities and suggestion of reducing some of these items even though Bunnings provide a number for the amount to purchase. Total amount of sausages remaining is 13 packs equalling 23.4kg of sausages. Reimbursements will need to be made to Tara Jeziorny (Secretary) for the sausages, Clay McCann (Principal) for the Ice, Sara Sullivan (President) for all other purchased items.</p> <p>To outlay significant cost is too much to ask. Discounts were provided on sausages by Tara Jeziorny. Coles have expressed they can provide gift cards, as a donation towards the purchase of items through them. A donation request letter must be provided. (this can be fast tracked and no form required if done through Helensvale Coles with Tara Jeziorny as contact for future purchases)</p> <p>Mother’s Day Stall items are purchased. Crown Concepts \$880.95, School Gifts \$792.00 and Smart Gift (new company used this year) \$1611.75. With the remaining of the approved amount P&C will purchase home made earrings for the stall, invoice will need to be provided.</p> <p>I Gaylene Oppermann (Treasurer) Move that reimbursement go ahead for the Bunnings purchases – receipts provided to Treasurer. Move that the payment of the Mother’s Day invoices totalling \$3,284.70 invoices attached and move that the payment for the 2022 Auditor Ferrari Warner Tax Accountants totalling \$550.00 be paid. Seconded: Sara Sullivan (President) All in favour: YES</p> <p>I Gaylene Oppermann (Treasurer) move that the Treasurer’s report be tabled and adopted. Copies of reconciliations provided Seconded By: Clay McCann (Principal) All in Favour - YES</p> <p>Resolution: Discuss future large sum payments ensuring adequate cashflow for events at a later meeting. Find other ways so parents and executive committee are not required to outlay large amounts to be reimbursed at a later date.</p>
<p>8. Other Reports</p> <p>8a. UMS Uniform Update</p> <p>b. Fundraising Report:</p>	<p>Discussion: Uniform Update None at this stage. Extended leave with in the UMS company Resolution: Gaylene and Clay to follow up.</p> <p>Running through the Fundraising Calendar.</p>

Event: Mother's Day Stall & Breakfast

Event Date: 10th – 12th May 2022 – dates adjusted on the 2023 Calendar

Mother's Day Breakfast 7:30am, this was run in the resource centre however with the growth of numbers this year a new location may be needed for the breakfast. The next location would be the hall. The current construction will need to be taken into consideration for this event. Nothing for the breakfast can be locked in as of yet. Can lock in the Mother's Day stall. Last year we ran the stall over three days between 8:30am to 10:30am in the hope to get more parent volunteers as this was close to drop off time and they would be able to hang around and help the students choose their items. 3 days for the stall again this year, suggestion of 4 days. Looking at the 10th – 12th May. There is a sports gala day for the senior students on the 9th of may if this day is being used then suggestion of just booking the junior classes for this day. Use both rooms, run two classes at a time. Could ask Stacey to move to another room if build is complete. The stall will be a cash only event, no tap and go for the students, this provides a great cash teaching opportunity for the students. Will not be running a sibling time slot, this is not a sustainable idea moving forward, it provided big delays. Stall operating hours between 8:45-9am and 10:30am, will require parents to assist with the stall a timetable will need to be set up. Same location as last year locked into the school calendar by Gaylene Oppermann (Treasurer), divider can be used as part of this room is booked out. Look at using the buddy class system to get the students. Explanation of the stall and how it works provided to new parents attending meeting. Another idea of advertising in the class rooms so that the students could possibly pick prior to going to the stall, this might help speed up the choosing section of the stall to ensure all classes get through quickly. Encourage students to discuss with dad not mum.

Resolution: Location for the Breakfast to be set, menu to be planned. Once gifts arrive this is to be broken into groups for the days set for the stall. More planning to continue after AGM with new executive committee. Posters of gift ideas to be provided to each class room.

Event: Pie Drive and Pj Day

Event Date: Term 2 – Collection Thursday Week 9

Cedella Sladdin (Vice President) investigated Homestyle bakes. To date they have not replied to initial contact. There are other companies available to contact, these have not been contacted as of yet. The preferred company to use is Homestyle as they have a great reputation and amazing tasting pies also including other dietary options in their pies as suggested by Gaylene Oppermann (Treasurer) and by the P&C Qld Community. One other company can provide all online, call your pie drive with advertising provided by them digitally and through the school this seemed like a nice streamlined option, however their profit margin was low, only being \$3 per pie. Cedella will investigate profit margins for the other companies, and potentially using local bakeries, supplies on numbers for locals may become an issue. Advertising for the event will have to go out a few weeks

<p>prior to allow for ordering payment and have the pie arrive and ready to go out to families on the Thursday PJ Day. This day will not be a gold coin donation event, whole school PJ day as a fun conclusion of the pie drive event, and reminder that this is collection day. Date will be confirmed on the availability of the company selected for use.</p> <p>Resolution: Cedella to follow up again with Homestyle bakes. More planning to continue after AGM with new executive committee. Advertising will be required to be made depending on the company being used</p> <p>Event: Disco</p> <p>Event Date: End Semester One, Date to be Set - June</p> <p>If handover for the last build happens on the 8th May as planned then a disco can go ahead for the end of semester one. Clay is having fortnightly meetings with the build team, builders have been behind with every check point to date. Clay will continue to update, as the year progress. Discos are a quick plan event.</p> <p>Resolution: If Build is completed by Early May. More planning to continue after AGM with new executive committee. Advertising will be required to be made.</p> <p>Event: Bunnings BBQ</p> <p>Event Date: Next One – 4th June 2023</p> <p>Gaylene would love to pass on special thanks to the parents that volunteered. The donations provided was amazing. This event was enjoyed by all parents, staff and students that visited, past and present students. Next BBQ event has been booked in for the 4th June.</p> <p>Resolution: More planning to happen for this event in the coming meetings. Parent volunteers needed for the day.</p> <p>Event: Father's Day Breakfast and Stall</p> <p>Event Date: Breakfast 32nd August – Stall 29th August 31st</p> <p>This will be run the same as the Mother's Day stall. The amount for purchase on this event will potentially need to be increased to accommodate the number of students. \$2500 approved at this stage. Must be mindful of the cash flow, ensuring that were able to purchase early to obtain the quantities and items. We should not be fundraising to purchase items. Ordering for this will happen in May or June. A Bunnings DIY set up will be happening during the Father's Day breakfast for the students to complete with their Father/Grandparent or Special Person. A suggestion for fake money was discussed, suggestion of pre-purchasing fake dollars for the students to use instead of cash. This could provide a number of difficulties, something that definitely could be discussed at a later date. Items were sold as whole dollars. Father's Day breakfast was held on the MPC, with lucky door prizes. These dates have been added to the school calendar.</p>	
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	<p>I Gaylene Oppermann (Treasurer) would like to move a motion that the funds to purchase gifts be increased to \$3500 for stall items, this will ensure that all students have opportunity to purchase. Secoded: Tara Jeziorny (Secretary) All in Favour: YES</p> <p>Resolution: More planning to happen for this event in the coming meetings. Advertising will be required. Look into options for the alternative to real money for students, see if this is a viable option for the students.</p> <p>Event: Colour Run Event Date: 3rd November 2023 Will be using the same company as last year. School fun Run. The oval is now repaired and is able to be used for this event. Resolution: More planning to happen for this event in the coming meetings. Advertising will be required. Lock in ideas for fundraising.</p> <p>Event: Christmas Stall or Raffle Event Date: December 2023 Discussion for the stall this would be set up similar to how the Mother's Day and Father's Day stall would be run. This will need to be investigated after the AGM and discuss if this will go ahead. Resolution: Ideas to be presented later in the year.</p> <p>Event: Year 6 Graduation Event Date: 5th December Bears to be purchase, P&C to provide cupcakes and decorations. No longer supporting the idea of purchasing gifts for the teachers. Suggestion this is unfair on the other teacher. Nice thought. Resolution: More planning to happen for this event in the coming meetings. Purchase of the signature items with the Father's Day gifts.</p>
<p>c. Principals Report:</p>	<p>Current Student Numbers: 611 Bank Balance: \$688,476.11</p> <p>Key Notes: Bunnings Fundraiser: Congratulation on a successful fundraiser. Got a great response to volunteer from new parents.</p>

Building Update: JLA Extension handed over. SLA Building is due for completion 8th May. 6 classrooms may be available Day 1 term 2. Still a lot of works going on regarding defects work in new rooms in the JLA Extension. We would love to get access to hall on day one term two. Week 4/5 would love to move the senior students over.

Staffing: On top of last report, welcome Rachelle Devereaux, Bec Jorgenson, Bec Prentice, Elise Green, Angela Sinclair and Stacey Lincoln

Oval Update: Repairs are complete now have a useable oval. Happy to report after heavy rain oval was able to be used immediately, can have GSS / PSPC touch footy competition back this year

Official School Opening: Talks underway, liking at opening stage 2 & 3 June or July.

Driveway Carpark: Car park works will happen over the Easter break. Loosing 8 carparks for few days while the retaining wall is being built. The drop and go will feed out its own exit, this will be a turn left only. So, it doesn't loop back into the car park. Will be marked exit point only but emergency vehicle accepted. New map provided. Timing of lights have been extended as much as possible.

Anzac Day: Service for 2023 is 12pm start 24th April

Active School Travel: Mr Travis is heading up a 3-year project aimed to get kids actively walking biking and scooting to school. Official launch date is 17th March. Staff will be assisting and walking to school with students and families. Hoping to assist with the congestion at the end of the day in the car park.

Naplan Term 1: Test days have been moved. Dates provided in report

Senior Shirts: Shirts are now done and handed out to students, these look fantastic.

Excursions:

- Interschool Sports Term 2 – Various Year 4/5 & 6 Students
- Parliament house visit: Year 6 – 7th June
- Year 5 & 6 Camp at Lake Ainsworth: 23 – 25 August
- Cross River Rail Incursion – Various Children: 13th March
- South Stradbroke Clean Up Day: Various Children – 13th March
- Mudgreeba Light Horse Museum: Year 4's – 10th November
- Choral Fanfair: Various Children – 22nd May
- High School Excellence Day: Various Year 6 Students – 28th – 30th March
- Year 6 Big Day Out: Year 6 Students – 6th December

Principal Report Tabled and Adopted by: Clay McCann
Seconded By: Cedella Sladdin (Vice President)

All in Favour - YES

<p>9. Motions on Notice (if any)</p>	<p>No Motions on Notice for this meeting.</p>
<p>10. General Business</p>	<p>Topic: Refrigerated Bubblers</p> <p>Discussion: Topic presented by Kasi Hurley. Supporting Documents on Units and feedback provided and attached. Raised the question on the parent’s FB page, as a number of parents have asked this question and considering how hot it does get here in QLD. Feedback provided off the parent page was briefly run through, some stated this is resilience building however a lot of people have provided feedback that this is a great idea. One parent provided feedback that her daughter doesn’t drink water at school due to the horrible tasting water and that she comes home often with headache, so alternative drinking is provided from home for her daughter. Students have told parents that they won’t drink out of the fountains. Louise Wilkinson went through and drank from the bubblers and her response was “yuk”. This would be a great option for the community to use while on school grounds. There are a few other schools in the area that have them (Upper Coomera State College) Provided in the attached documents are different options on range of bubblers - some can have art work put on them, different types and sizes of filling stations. The cost is variant of which refrigeration station is chosen, the Aspley School one has 3 bottle fillers and 3 bubblers this cost approximately \$11,000 for the installation but not including the electrical, the one at Upper Coomera was approximately \$13,000 (this was 3 years ago and this was funded by their member of parliament). Brief run through of the items provided on the units supplied in the supporting documents.</p> <p>Kasi spoke with Stuart Roberts office, was provided the paperwork for an expression of interest for the stronger community’s program grant - this has been completed and sent by Sara Sullivan (President) and Clay McCann (Principal). This grant could be anywhere from \$2,500 to \$20,000. The application was worded to include students but also the parents, staff and community utilise the school. This would look as a donation to the school from the P&C, as maintenance for the units will fall back on the school. If approval for the grant is received evidence of purchase and installation will need to be provided. Post was put up on P&C Qld Facebook Page and feedback was provided from various schools that already had them installed.</p> <p>Looking for a central part of the school to place the units. Unless one is placed in the junior school and one in senior school. Is it possible to upgrade current bubblers, these currently cannot be upgraded as they are plumbed straight in. Some can come in over the top of the current bubblers, this will be investigated if a go ahead is given. Other grants could be investigated if this one is not approved.</p> <p>Resolution: If EOI for grant comes back then to form a working group to move forward and select unit and locations, will update</p>

	<p>Topic: DFIBS</p> <p>Discussion: Clay McCann (Principal) would like to discuss this with Mark Hammel. School currently has only one. Would like to see more within the school. The ones supplied are able to be used on children.</p> <p>Resolution: update at following meetings</p>
<p>11. Application for Membership & Recording of New Members</p>	<p>I Tara Jeziorny (Secretary) motion that: That the (insert #): 6 membership applications be received and be recorded in the membership register. Leonardo Macatangay, Craig Tulcyn, Kat Tulcyn, Rhiane Sherriff, Kaylie Mason, Shannon O'Hearn Seconded By: Sara Sullivan (President) All in Favour - YES</p>
<p>Date of the Next Meeting</p>	<p>ANNUAL GENERAL MEETING Day: Wednesday Date: 15th March Time: 6:00pm</p>
<p>Meeting Closed:</p>	<p>Time: 7:43pm</p>

CONFIRMATION OF MINUTES

Chair Name: *Sara Sullivan*
Signature: *[Handwritten Signature]*

Date: *15/03/2023*
Position: *President*