Highland Reserve State School
P&C Meeting

18th June 2014

Meeting Opened:

Present: As per sign on sheet

Apologies: William Owen-Jones, Roslyn Hurinui, Scott Dippel, Mercedes Kendall, Carly White, Jenni Beauzec, Emily Ritchie, Tarnya Field, Lisa McGuire, Penny Beck

Welcome New Members & Observers: Christine Main welcomed State Member Mark Boothman, Dianna Davies, Johanne vandenberg from Bendigo Bank and Melanie Teer as new members.

Confirmation of Minutes:

Christine Main moved a motion that the May 2014 P&C Meeting Minutes be accepted as read. Approved Tanya Richardson. 2nd Bec Phillips. Motion Carried.

Business Carried Forward:

Chaplaincy – Christine advised that last week she had received the annual operation plan from Sharleen. She said that Sharleen is at the school Mondays and Tuesdays and has now been here for 7 or 8 weeks as the school chaplain. She said that Sharleen currently had several processes under way and was helping in the garden club. Christine said that Sharleen was going to be doing cooking classes next term for the garden club. She said it would teach the children about using what they’re growing in gardening club and the children would be cooking the produce and eating it. She said that several programs were in place for next term and that the annual operation plan would be sent out with the minutes.

Review Action Items

• Spend for fathers’ day stall supplies – Christine reported that Carly White had spent all the money allocated for fathers’ day stall gifts and that these were all in the P&C room ready to go.

Presidents Report

Christine reported that the P&C had had a busy first 6 months of year. She said that there were many new programs at the school which the P&C were running, including the Active School Travel program and garden club. She said that the breakfast club at the school had been changed to coincide with the Active School Travel program. She said that she was hoping that the next 6 months will be a time for the P&C to “sit back and consolidate” as a lot of the groundwork had been put in at the start of the year. She said that the P&C had done a lot of things in the first six months which required a lot of cooperation from the school and she thanked Fiona Graham and Abby Ross and the Admin ladies for all their assistance. She said that going forward she hopes to streamline the programs that had been put into place.

Christine reported that, apart from the fundraisers already booked in for the rest of year and that we had committed to at the AGM she can’t see any extra fundraising initiatives taking place. She said that the Active School Travel program had been worth it, bringing in $650 per term just for the Breakfast club. She thanked those that had taken part and continued to take part in these programs at the school and said that there were lots of things for parents to do at the school which were just small things but really contributed.

Christine Main moved a motion that her Presidents Report be accepted. Accepted Bec Phillips. 2nd Catherine Hill. Motion Carried.

Treasurers Report
Treasurers Report

- Incomings for May
  $6000 from mothers’ day stall
  Bank interest

- Spend for May
  $15000 to school towards ipads from ichallenge money
  Admin fees – insurance etc.
  Stall costs – gifts
  Student sponsorship for state level achieved in sport by 2 students

- Expected for June
  Theme park ticket sales

- Budgeted Spend for June
  Gazebos
  Fathers’ day stall expenses

- Other items – $9000 odd in bank
  DGR status – still a couple of things to do for the ATO to approve it.

Christine Main moved a motion that Scott Dippel’s Treasurers Report be accepted.
Approved Tanya Richardson. 2nd Dimity Ellis
Motion Carried.

Correspondence

Janet Nicholson reported that a lot of brochures, etc. had been received for fathers’ day gift items and that these had been forwarded to Carly White.

Christine Main reported that an email had been received from Coomera Rotary club regarding a Proms Night to be held at Coomera Community auditorium in August, where $10 from each ticket sold could go towards our P&C. She said that she would put this on the Facebook page, as this was a busy time with Fling meetings and Science Night coming up and that there was not really time for anyone to “run” this for fundraising unless somebody wanted to volunteer.

Christine Main also mentioned an email she had received from Foodbank. It stated that Mitre 10 has pallets of folding tables that are being given away for free. She said that the condition was that we would have to take a pallet load and collect the pallet from Acacia Ridge. Kylie Pascoe suggested we investigate whether a courier could pick it up. Christine said that she will look into getting a courier, but was unsure whether a representative from the P&C had to be there to collect the pallet. She said she would enquire with Foodbank. Mel Teer stated that she had a ute which might be able to collect a few, but Christine said we would need to collect the entire pallet. Kylie stated that someone with a horse float would be good. Janet Nicholson said she would enquire what Springbok Foods’ delivery trucks were doing on Friday and get back to Christine.

Fundraising Report

Christine stated that there was nothing new to report for fundraising. She said that we had already reported on the mothers’ day stalls in May as the P&C meeting was held after that.
She reminded those present of the Fling meeting to be held after school at the hall that afternoon.

Principals Report

School council – Fiona Graham said that at the last P&C meeting she had presented a draft constitution for the school council and that this had been available for viewing. She said that she now needed to conduct a secret ballot to pass the draft constitution. She said that, after this, the constitution would need to be ratified by Queensland government by being gazetted. She said that the nomination form would be available next week for members for the council. Fiona passed around secret ballot forms for the approval of the constitution.

Fiona Graham presented the School annual report which had to be published by 30 June and said that it would be on the school website as a requirement of Education Queensland. Fiona said that the report was
Fiona Graham presented the School annual report which had to be published by 30 June and said that it would be on the school website as a requirement of Education Queensland. Fiona said that the report was on the progress of the school last year. She said that it would be available to download from the website from today.

Fiona mentioned the school vision of “Clever Skilled Creative” that she had been discussing at assembly and said that the school was really pushing their vision now. She listed the goals of the school: high expectations and high standards; the relentless approach to achieving success; the establishment and promotion of performance culture; an understanding of teachers and parents making a significant academic difference; student outcomes will be improved through effective teaching and personalized approach to learning.

She said that Highland Reserve was one of the top schools on the Gold Coast. She said that each year the curriculum gets more crowded so the school was working on teaching participated learning. She said that the reading data recorded was quite good last year, but that the writing data was not as good. She said that the school had had a lady from Melbourne come in at the start of this year to work on improvement in writing. She said that the school was looking at personalising learning and developing school reading and writing.

Fiona said that the school was looking at making assessment consistent across the school.

Fiona thanked the P&C for the ipads which had recently been received and said that the Tech zone room downstairs would be opening next term. She said that it was full of ipads and laptops for the students to use. Fiona mentioned that the school had just had its wireless upgraded and that this also included the demountable classrooms.

She also mentioned the “Living classroom” at the school, i.e. the environmental enclosure, available to the children.

Fiona discussed the school’s intake and said that this time last year the school had 673 students. She said it was currently around 765. She said that the school is still growing and looking at further increases next year. She said that prep level could again expect 6 classes for next year. Fiona mentioned that enrolments open at the start of next term. She said that the school was currently changing its catchment boundaries, and will be limited to catchment children only from next year. She said that the average class sizes will remain below what is advised for Queensland schools.

Fiona discussed school behavior and said that it was not a major problem at the school, and said that there were not a lot of suspensions considering the size of the school.

Fiona mentioned the programs on offer at the school, as well as extra-curricular activities. She said that this related to the clubs run at the school during break time.

Social climate – Fiona stated that there is a real push on rules at the school this year. She said that they were making teachers and students aware of the school rules and said posters would be going up soon showing the school rules.

Pastoral care – Fiona mentioned Sharlene as the school’s new chaplain and said that she had lots of new ideas she was wanting to implement and that these would start to take place next term.

School opinion surveys – Fiona discussed the School Opinion Surveys which randomly selected students and parents complete in August each year. She said that the results showed great satisfaction with students and parents at the school. She said that the results showed that both students and parents are very supportive of how the school is doing.

Parent involvement in childrens’ education – Fiona listed some of the many ways in which parents have become involved in their children’s education by volunteering, communicating with the teacher, etc.

Reducing carbon footprint – Fiona mentioned the solar system at the school and showed how much the school generated, as well as the school’s rainwater tanks.

Teachers’ qualifications – Fiona listed the qualifications that the teachers had at Highland Reserve, stating that 34 teachers had bachelor degrees, and 3 had masters degrees. She said that teacher professional development had cost the school $37000 last year.

My school website – Fiona stated that the “My School” website listed the school’s achievements as well as financial information.

Student attendance – Fiona said that the school had a student attendance target of 95%. She said that they are averaging 92%, which is what Education Queensland recommends. She said that yesterday, however, 42 students arrived late for school. She said that literacy is conducted in the first part of day, which was all the spelling, reading and writing, and that this is what children are missing. She said that with the very full curriculum, teachers are needing to start teaching from the moment the bell rings and the class
it is important to encourage parents to walk with their children to school. She also said that if a child or teacher reported that they had seen someone at school and they are no longer at the school, the parents would be called.

Financial data – Fiona Graham stated that the school currently had approximately $535,000 odd in the bank, but that this was all budgeted for to the end of the year.

Fiona Graham moved a motion that the Principal’s Report be accepted.

Accepted Mel Teer. 2nd Kerry Kable.

Motion Carried.

General Business

Highland Fling –
Christine Main was happy to announce Stockland have come on board as our event partner for the Fling. She said that this meant increased sponsorship on Stockland’s part from previous years and that she had been working on this for the last 4 weeks, since the last P&C meeting. She said that, at the last meeting when the possibility of water bubblers at the hall was raised, Jess Sandiman and Kristen Zemeck expressed their excitement about this. Christine said that every year, the money raised from the Fling keeps building. She said that last year the Fling raised enough for the kids matter program, the chaplaincy shortfall and also managed to pay $2500 towards a sound system for the preppies. Christine said that Fiona had gotten a quote in March this year for water bubblers at the hall and it was definitely “do-able”. She said that she had discussed the aim of putting water bubblers at the hall with the executive but it was agreed that Stockland would need to increase their sponsorship by 50%, which they have now done. She said that, after last week’s disco, the water bubblers is something desperately needed for the school. Christine moved a motion that the 3rd fundraising item for this year’s Fling would be for water bubblers at the hall. Aims for money raised from the Fling:

1. $10000 for kids matter program
2. Chaplaincy short fall of about $3500 a year (after government funding) which P&C pay
3. Water bubblers at school, approximately $8-9000 for a bank of bubblers at the hall.

Christine said that she believed that we would be able to achieve this. Mark Boothman commented on the gambling grant for bubblers on the oval and said we would find out about that towards the end of July. Christine said that the aim for this year’s Fling, after kids matter and the chaplaincy shortfall, is exclusively for bubblers at the hall. She said that these were two totally different areas and had different requirements. She said that the bubblers at the oval were much more expensive as a concrete slab needed to be constructed and roof structure. She said that, if everyone was in agreement, she would be happy to advertise the Fling stating that we are working towards bubblers at the hall. Christine Main moved a motion that the balance of fundraising from the Fling goes towards putting bubblers up at the hall. 2nd Tanya Richardson. All in favour. Passed.

Christine reported that Stockland was happy with their involvement with the school and were happy with the construction of the footpath as part of the Active School Travel program. Christine also mentioned that Bendigo Bank was our platinum partner for the Fling last year. She said that the P&C had created a sponsorship level just for Bendigo Bank, which was “platinum” sponsorship. She said that she would be meeting with them soon and was hoping to discuss the possibility of naming the
construction of the footpath as part of the Active School Travel program.
Christine also mentioned that Bendigo Bank was our platinum partner for the Fling last year. She said that the P&C had created a sponsorship level just for Bendigo Bank, which was “platinum” sponsorship. She said that she would be meeting with them soon and was hoping to discuss the possibility of naming the sideshow alley at the Fling after Bendigo Bank in thanks for their support and to advertise the bank. She said that it was great to have an event that the local community is happy to sponsor.

BBQ (Beau has offered to run) –
Christine mentioned that Beau from Pride Health & Fitness has offered to run a BBQ at Bunnings to raise money for the P&C. She said that he currently hires our facilities to run personal training at the school. She said that he is a big supporter of the school and P&C and wants to help raise money for the P&C. She said that she thought that a relative of his is the manager at Bunnings and that this is something he has offered to do. She conveyed that he is happy to get his school mum clients to help out with the running of the BBQ. Christine said that she didn’t want to ask the same people over and over that are committed to the Fling, etc but that he had stated he would arrange for people to help run it. Tanya Richardson said that this would be great for the P&C as Bunnings supplies everything and all money raised goes to the cause on that particular day. Jo from Bendigo Bank said that it was usually really hard to get on the list of hosting a BBQ at Bunnings so this would be really good for the P&C.
Christine said that there was currently no date yet, and that it would probably have to be booked in. Kerry Kable enquired whether he was doing this to promote his business. Christine said that she thought that he was just happy to be involved somehow and mentioned that he had helped out at the school disco the previous week. Kylie Pascoe suggested that the money raised could go towards a specific item like sports equipment for the school, and said that this would tie in nicely with promoting a healthy lifestyle and his business. Kylie asked Fiona Graham if that was something that would needed at the school. Fiona said that she would ask Mr Travis, but that she was sure that he would be happy with that.
Christine Main moved a motion that Beau look into running a fundraising BBQ at Bunnings and that money raised to go towards sporting equipment for the school.

2nd Kylie Pascoe. 8 in favour 1 against. Passed.

Kerry Kable suggested that we invite him to a welcome breakfast and introduce him and let everyone know what he has planned with the BBQ. Kylie Pascoe suggested that he be introduced at assembly and that the BBQ could also be promoted there. Fiona Graham said that, as an IPS school we now have the capacity to promote business as part of the school. She said that businesses were now able to partner with the school. Fiona said that he was definitely now able to promote his business and say that the money is going towards HRSS P&C. Tanya Richardson suggested that we leave it up to him as to how he wants to run it and how much he wants to promote his business at the BBQ. Christine said she would talk to Beau and give him the go ahead. Fiona Graham suggested he put a sign up at the BBQ promoting his business and that he could say that these are the mums he trains at Highland Reserve and that the money raised was going towards the school’s P&C.

Website discontinued (hrspsandc.com.au) –
Christine stated that Kylie Pascoe had called her recently to say the website renewal was due. She said that she had got some feedback from various P&C members and that most people felt that the website was just another thing that had to be run. Christine said that the P&C was now trying to use the P&C portal on the school website more. She said that most things can be done through the school website now. Kylie Pascoe said that the website was originally set up because the school website couldn’t do a lot of what was required by the P&C. Christine stated that the P&C had been working with IT to get the portal on the school’s website to do what was required.

Dreamworld and Movie World ticket fundraiser –
Christine mentioned the Dreamworld ticket fundraiser that had been suggested by Emily Ritchie and said that she had contacted P&C Queensland to see if we could sell the tickets as part of the P&C. She said that Emily could get Dreamworld tickets as a bulk price special which would be cheaper than if bought separately. She said that P&C Queensland just required the executive to get together and agree on it, so she said the executive had had a meeting and approved the selling of the Dreamworld tickets. She said that Emily had gone ahead and arranged everything. Christine thanked the school for promoting the ticket sales and said that orders were already coming in. She said that the P&C would not be raising a lot of money from the ticket sales but we were making a small profit. She said that it was nice to also have a small fundraiser that benefitted the community, not always us asking the community to put their hands in their pockets. She said that the Norwex fundraiser at the school was run on the same basis, as all the profits were going towards the school café.

Family portrait fundraiser –
Tanya Richardson confirmed that the family portrait fundraiser would take place on 9 August. Tanya said that she had participated last year and got heaps of family photos. She said that for $20 you could choose from a pencil sketch or family photo.
Tanya Richardson confirmed that the family portrait fundraiser would take place on 9 August. Tanya said that she had participated last year and got heaps of family photos. She said that for $20 you could choose from a pencil sketch or family photo. She said that if you opted for the full package this was $199. She said that the photographer last year was excellent with the kids and that the photos had come out amazing. She said that, all in all, the sitting took approximately 10 minutes.

Christine said that a family photo would be a great gift for fathers day and just in time too.

Tanya said that she had received a lot of flyers from the photographer and Christine said that these would be handed out the first week back at school after the holidays. She said that she would include the family photo date in the school newsletter and on the Facebook site. Tanya enquired about the $20 sketch/sitting fee and asked whether it could be paid via flexi schools like last year. Christine said that she would make sure that this was available again.

Bendigo / Student council BBQ –

Christine introduced Jo from Bendigo bank and said that they had always been a big supporter of ours and at the Fling every year. She said that now it was time to return the favour. Jo stated that Bendigo was doing fundraising raising money towards the Starlight Foundation. She said that every branch was doing this and that it had to be a fundraiser that had something to do with food and said that this had been advertised on Masterchef on Channel 10. Jo advised that about 80% of the profits at Bendigo every year goes back to the community. She said that the Coomera branch had thought it would be fun to do a sausage sizzle at the school. She said that they were doing it on the second last day this term when the school canteen is shut. She said that Bendigo bank owns a BBQ trailer which could cook approximately 300 sausages at a time. Christine said that this could be done as part of the student council and suggested it be held next Thursday. She offered to come and help on the day. Jo said that Coles have offered to donate $25 towards the supply of bread and sausages. She thought that the sausage sandwiches would be sold at $2 each. It was agreed that Bendigo would just sell sausage sandwiches – bread, sausage and sauce. It was agreed that the simpler they made it, the better.

It was agreed that they would be sold from 11am for first break. Christine said that some pre-made sandwiches be taken down to the prep area and up to year 6 and 7, to help alleviate congestion all in one area. Tanya Richardson enquired about pre-purchasing sausage sandwiches, possibly on flexischools, but it was agreed that it would be too difficult to manage at this short notice.

Melanie Teer and Kerry Kable stated that they would be happy to help on the day. Christine enquired if any of the other mums could come and help on the day. She said that any helpers could email Christine for a meeting time and place on the day and that they would only be needed from roughly 10am to 11.30am. She advised Janet Nicholson to email active parent helpers to assist as well.

Disco and water bubblers –

Christine said that a lot of parents had complained at last week’s disco about children having to buy water at the disco so she said the water bubblers were definitely needed. She said that, for the next disco, she would need to discuss with the teachers on the student council about having extra areas for free water for children.

Jo from Bendigo suggested that, when the bubblers are put in, that the P&C look at the tap design and make sure that the filling of water bottles was easy. She said that a lot of water bubblers made filling of water bottles very difficult.

Desks in classrooms –

Kylie Pascoe said that she had enquired about “different” desks in her child’s classroom and that the teacher had said she had purchased these from Ikea. She said that the school currently had desks that aimed to fit 2 kids at a desk. She said that the teacher had reported that sometimes disruptive children required their own desks or, with bigger children in the older classes, sometimes the desks at the school could not comfortably fit 2 children so she had purchased her own. Kylie Pascoe enquired whether the P&C could assist with the purchase of spare desks. Fiona Graham stated that the school had loads of spare desks in Matt’s storeroom. Christine wondered if a lot of new teachers were not aware that there were spare desks being stored at the school. Christine thanked Kylie for that feedback. Fiona Graham said that she would follow up on this.
were spare desks being stored at the school. Christine thanked Kylie for that feedback. Fiona Graham said that she would follow up on this.

Adopt a cop –

Kylie Pascoe enquired what had happened to the school’s Adopt-a-cop. Fiona Graham reported that it was not just our school apparently that had lost their Adopt-a-cop. She said that none of the local schools have seen their Adopt-a-cop. She said that when she enquired about this, she was told it was a rostering issue and that he was too busy. Christine said she would discuss this with Mark Boothman. Kylie Pascoe said she was happy to follow this up as well as she and others had worked so hard to get him in in the first place.

Mark Boothman stated that the local bus service would now travel along Rose Valley drive. He said that this bus would primarily be used for people in the estate getting to work, shops, etc.

Christine mentioned that next term’s morning tea will be held on Monday 21st July after parade. She said that the P&C would be advertising the Fling at the morning tea.

Next Meeting: Tuesday 15th July 2014 at 6:30pm and tea will be supplied by Emily Ritchie.

Meeting Closed: 10.43am