Highland Reserve State School
P&C Meeting

14th October 2014

Meeting Opened:

Present: As per sign on sheet

Apologies: Kylie Pascoe

Welcome New Members & Observers:

Confirmation of Minutes:

- Christine Main moved a motion that the September 2014 P&C Meeting Minutes be accepted as read. Approved Anthea Irvin. 2nd Jenni Beauzec
  Motion Carried.

Business Carried Forward:

Graduation contribution -
Christine confirmed that she had just received a letter from Gold Coast City Council Division 1 confirming that we have been awarded a $500 grant. She confirmed that the letter stated that the money would be coming in shortly. She said that Division 2 had confirmed receipt of our grant application and said we were still waiting to hear on that. She said that the P&C would move a motion to allocate the $500 to spend on the end of year graduation, once the cheque had been received.

Bookpack fundraiser -
Christine confirmed that the bookpack forms had been sent out. She said she would start spreading the word about the bookpack fundraiser and said that she would start putting it up on the Facebook page. She encouraged everyone to spread the word about the fundraising generated by the bookpack.

Review Action Items:

Nothing to report.

President's Report

Christine said that she had talked to several of the volunteers over the weekend. She said that every one of the volunteers had put their lives on hold packing up, setting up, or just being involved in some way, like the theme team, etc. She said that there was no way to express her gratitude to everybody. She said that every one of the P&C members at the meeting had helped, and thanked those who weren’t present that had been involved. She said that she couldn’t express in words how much she appreciated everyone’s efforts, and that it was good to be recognized and appreciated for volunteering. She said that it was a huge juggle for everybody. Christine said that the fling being in the fourth term turned it into a bit of an end of year celebration. She said that she felt it was a good time to recognize everyone that ran an event during the year. She said that this was why she had given out gift baskets to those that had run an event in the year at the fling. She said that these had not been from the P&C as that money has to go back to the school. She said that she had purchased the thank you gifts as she had wanted to thank everyone that ran an event during the year, e.g. Penny (iChallenge), Carly (Mothers and Fathers day stalls), Emily and Janet (athletics
carnival). She said that without people to put their hand up to run an event, do the setting up, etc. we wouldn’t have these events. She said that she felt the P&C had done a great job this year. She said that she was thankful for the best P&C. She said we have fun, we have a laugh and its always lighthearted. She said she thinks we’re pretty special as a P&C.

Christine Main moved a motion that her Presidents Report be accepted.
Accepted Jay Joseph. 2nd Lisa McGuire.

Motion Carried.

**Treasurers Report**

Scott confirmed that there was currently $36,300 odd in the bank account. He said that there was still a fair bit coming in from fundraising for the fling. He said that we had also received the GST back from the sound systems purchased for prep.

- **Incomings for September**
  - $4800 from fathers day stall
  - $8000 odd from the fling
  - Science night takings
  - Go n run

- **Spend for September**
  - Silver and gold student awards

- **Expected for October**
  - Fling sponsorship
  - $450 from school banking

- **Budgeted Spend for October**
  - Fling expenses
  - Silver and gold student awards
  - Return fundraising from fling to the school

Scott confirmed that we had raised $482 from the science night and $4000 odd from the mothers and fathers day stalls. He said that the fling had raised approximately $21,000 without the Try booking and paypal monies. He said that these were still coming through.

- Scott Dippel moved a motion that the Treasurer’s Report be accepted.
  Approved Janet Nicholson. 2nd Anthea Irvin.
  Motion Carried.

**Correspondence**

Quickbeds email –
Janet Nicholson said that we had received an email from Quickbeds stating that the P&C could fundraise from bookings made through their website. Abby Ross mentioned using Quickbeds in the past and not been happy with their service and Lisa McGuire said she had been on their website and felt that the accommodation was not really that great. Christine said that we would not go through with that particular fundraiser in that case.

Janet mentioned the letter received from Gold Coast City Council division 1 regarding their donation of $500 and mentioning that the cheque would be coming through soon.
Fling noise complaint – Janet mentioned that we had received an email from a local resident complaining about the noise at the Fling. Christine said that she felt that as this was the first year we’ve had it so late in the year, with the warmer weather the louvre windows and back doors had been open. She felt that this had contributed to the amount of amount of noise on the night. She said that October had not been our first choice for the date of the Fling, but we had had no other choice due to other commitments by teachers, etc. She said that the fling had had to be on that date, considering what was on. She said that if the Fling is moved back to its “normal” time of year and the louvres and doors are kept closed, this would eliminate a lot of the noise heard by local residents. Andrew Cummings confirmed that he would write back to the resident.

Fundraising Report

Fling result -
Emily Ritchie confirmed that after all the sponsorships, ticket sales, carnival coin and the final expenses the fling had received just over $22,500 profit. She said that this was great as the P&C could pay for all we wanted to as well as have some money in the bank.
Christine reiterated that Stockland would only be here for one more year. She said that Bendigo will always be around and that we are cementing that relationship. She said that a lot of other sponsors in the area are wanting to get involved. She said that other businesses are approaching us as a P&C and those are relationships we might foster over the coming years. Kerry Kable reminded everyone that this was only the fourth fling at the school. She said that at the first fling the P&C had wanted to achieve $3000 and were so excited when we got $5000.
Christine said that a lot of sponsors are saying they haven’t seen P&C pages on a school website like ours. She said that the Fling was growing because we are constantly building on relationships and cementing relationships. She said that it was a credit to those that started the relationships with local sponsors in the beginning.
Christine confirmed that Madonna was getting quotes for bubblers up at the hall. Andrew Cummings said that they are several government guidelines as it was such a large spend. She said that this involved quite a lot of work for Madonna, but that she was onto it.

Principals Report

School council parent nominations – Andrew confirmed that there were currently 5 applicants for a parent representative on the school council. He said that the next step is to proceed to a ballot system. He said that applications are still available to be nominated till 17th October. He said that once the nominations are all in we will make a date to run the ballot. He said there needs to be a week’s notice before the date for the ballot is set.
Andrew confirmed that he had met with the Regional facilities manager to discuss the needs of the school for 2015 and beyond. He said that they had discussed a block of 8 classrooms behind the demountables up near the hall. He said that the estimated enrolment growth figures had been provided. He said that the school may need temporary demountable buildings. He said that he had been asked to update the enrolment management plan and said that he would be having a look at it.

Fling – Andrew wanted to basically echo what had already been said in the P&C meeting. He said that it was an outstanding event. He said a big thank you to everyone that contributed. He said that he had had a great time and he was conscious of the work that goes into an event like that. He said that it was great to see such great support in the community for the P&C and for the children.

Teaching and learning audit and discipline audit – Andrew confirmed that the school had received commendations and recommendations from the audit. He said that they had started to work on those already and would be making plans administratively in the next few week.

Positive behaviour for learning – Andrew stated that the school had wanted to be a part of the PBL (Positive Behaviour for Learning) but found out that as an IPS we couldn’t get involved. He said that Abby
would be looking at doing this next year any way. He said that he would be looking to ask the staff for commitment to this process at the student free day next week.

Music count us in – Andrew mentioned the Music Count Us In event which would be happening on the 30th October. He said that Matt Howland will be coordinating the event in the school hall at approximately 12:30 in an attempt to break the Guinness World Record for the largest choir.

Financial report – Andrew confirmed that $545,000 was the unreconciled bank balance. He said that he had provided an analysis on income and expenditure which he tabled in his Principal’s Report to the P&C. Andrew confirmed that the Head of Special Services was going to the interview process. He said that he believed that the school would reach the numbers for the entitlement of a second deputy principal as of day 8 next year. He said that he wanted a person ready to go in this position.

Andrew confirmed that Jim, the guidance officer at the school was retiring. He said that he would be looking at interviewing prospective guidance officers, with a 4 day overlap.

Andrew confirmed that the Great Results Guarantee figures came out last week. He said that the school had received $250,000 additional funding for next year. He said that it was good to know what we can expect for next year so that he could look at staffing earlier than the previous year, where there was quite a run around at the end of the year to fill positions. He said that he was already planning for staffing for next year.

Kerry Kable referred to Andrew’s earlier comments regarding the 8 classrooms to be built near the hall, and enquired whether this would include an undercover area. Andrew said that he had raised that with the regional facilities manager and he had said that that will be considered. He said that he had also raised the size of the carpark at the hall and whether this would be extended down closer to the hall. Andrew said that we would not know about these until the drawings had been completed and that we are only in the initial stages now. Christine said that we would have to continue letting Mark Boothman know that that's what is required. Christine reiterated that the current demountables would stay where they are. She said that this was a shame as they were always hot in summer and cold in winter. Andrew said that the fact that the demountables were remaining at the school must mean that they thought we would reach capacity.

Emily enquired whether we had numbers for next year as yet and Andrew confirmed that the school was expecting 817 students next year.

Andrew stated that the staffing at the school revolves around the number of students and said that the school was not taking any out of catchment applications any more. He said that if the school had an excellence program, then out of catchment applications could fall under that but we don't. Megan Frener enquired about siblings of out of catchment students already in the school. Andrew confirmed that these applications would have to be accepted.

Christine enquired about the music program and whether the school would have more control over employment. Andrew said that we would have to see what's delivered on pupil free day.

Andrew Cummings moved a motion that the Principal's in Report be accepted.
Accepted Megan Frener. 2nd Bec Phillips
Motion Carried.

**General Business**

Christmas -
It was confirmed with Abby, Fiona and Andrew that the Christmas concert would take place on 11 December. There would be a morning concert and an afternoon concert, with the Preps to Year 2's in the
afternoon and the older kids mid-morning. It was advised that the school leaders for the following year are usually announced after the concert.

Christine enquired about the year end BBQ in the park. She said she believed it went well last year and had been held on the last Thursday of term. She said that last year Scott and David did the cooking. She said that the sausages had been purchased with the $300 donation funded by Division 1 and 2. She said that this had bought about 300 sausages and bread. She said the picnic usually follows on after the Christmas concert on the Thursday afternoon. Emily enquired whether we wanted to do a sausage sizzle as a P&C or whether everyone would prefer to have a packed picnic, meaning less work for everyone. Scott confirmed that he had gotten the BBQ from the council. Scott said that it would require a bit of organizing. Christine confirmed that we would need a trailer to pick up the BBQ if we’re going to do it. Scott said that if we can get the trailer again it would be good. Kerry advised that it would need someone to collect the BBQ from the Coomera marina. Scott said we would also need to check if it’s available. Kerry said that the P&C needed to give her the date so she could coordinate everything and said that she did not have a towbar on her car. Emily said we would need to make sure someone can coordinate the BBQ and suggested that maybe the seniors put it together. She said that last year Gemma had had a lot of work to do coordinating everything. Kerry said that if the P&C gets the money from council again, it could work. Emily felt that most people would be happy to bring a picnic. Elly confirmed that most people do anyway. It was also suggested that Café Two may want to contribute towards the afternoon in some way. Christine said that if everybody was happy to still have a party in the park, that maybe a picnic was a better option instead.

Christine also enquired about the end of year raffle, stating that the P&C had made less than $1000 from the raffle last year. She said that this required someone to organize the raffle, to sell tickets, or run around on the last day of school telling people to collect their prize on last day of school, etc. She asked how everyone felt about selling the tickets only at the park, to ensure that the person was present to pick up their prize. She said that if we do the raffle, we just do it at the park. She said that this still means a lot of work for volunteers. She said that the admin office had been hectic in the last week of school, collecting raffle tickets and the like. She suggested that maybe we just have a party and enjoy ourselves.

Setting a date for secret ballot -
Christine confirmed that she had contacted P&C Queensland and they had said we have to give 7 days’ notice to do a secret ballot. She said that there would be 2 parent representatives on the school council; one has already been elected, so the secret ballot would be for the other parent representative. She said the council requires one more parent representative, and said that some teachers have nominated. She said that, so that the teachers could also vote, the secret ballot should be held out of school hours. She recommended the 22nd October as a date to hold the secret ballot, and recommended 3:15pm. Kerry enquired about people that were working and can’t get to the school at that time. Christine said that she thought you had to be present to vote, but said that she would check on that. Christine said that, in speaking to P&C Queensland, they felt that it was important that the teachers be able to be present as they have been nominated. Juanita Garland enquired whether the representative was only for P&C members and Christine replied that it was not. Christine said that the time had been chosen as convenient for those that can’t make it at night. Emily asked if Christine could find out about absentee votes. Andrew said he was pretty sure you had to be present to vote.

Andrew confirmed that those on the school council can keep their position for up to 2 years. He said that the position of parent representative was more about keeping parents informed and being a voice representing the parent body. He said that we would have to wait until the 17th October to see who is nominated, once nominations close.

Deb Walatara enquired whether the person needs to be at the school for the next 2 years in order to be nominated. Christine said that it was not compulsory to hold the position for 2 years. Andrew said that this process was all new to everybody. Christine confirmed that we would be emailing P&C members tomorrow to let them know about the 7 day notice period for the secret ballot. Andrew confirmed that the school would
send out an email advising all other parents. He said that the person voted would be starting immediately as the parent representative on the school council. He said the school would then invite community representatives to join the council if they have shown any interest. Christine said that this could include councillors and Nucrush and Bendigo bank as they have been involved in the school for a number of years. Abby asked how many members would be on the council. Andrew confirmed that there would be 8 members in total and that it would need to be operational by the end of the year.

HRSS won an AST competition -
Christine confirmed that the school had won a video competition for Active School Travel. She said that IT Matt had done a great job compiling this and the school had won a Go Pro and a $500 voucher. She confirmed that she had been chasing up Donna Gates regarding the footpath along Rose Valley Drive with regard to the Active School Travel.

Gold and silver awards slushies and ice creams -
Emily requested that a review be done on the prizes awarded for gold and silver students. She said that currently silver students win a paddle pop ice cream cup and gold students win a slushy. She said that she had found out that the silver student prize costs more than the gold student prize. She also said that Gemma had stated that the students really want the paddle pop ice cream as its something that can’t be purchased at the canteen.

Abby said that she would be looking at the prizes for next year. Juanita suggested a badge or something that could be sewn on the school polo like the go n run badge. Christine said that the gold students really liked the fact that they can go to the T zone.

Emily enquired about the long term plan of the uniforms at the school. She said that she personally felt the school should change to black shoes instead of white shoes. She enquired whether this could be part of the school’s formal uniform. A number of parents complained at how damaged the white school shoes got and how many pairs their kids were going through each year. Christine felt that it was a matter of personal preference and that parents would be unhappy whether the school shoes were black or white. Juanita said that her daughter wants a dress as part of the formal uniform and enquired whether this was an option. Deb stated that other schools offer shoes in their uniform shop and said that the school could make a bit of money selling school shoes. Fiona said that she and Abby would be reviewing the school uniform in the coming months.

Abby Ross stated that she would be taking the Year 6 and 7’s to supercar on the 24th October. She said that she would be taking all green, gold and silver students and said that no one would be missing out. She stated that the outing was free of charge, but that the bus would be have to be paid for. Emily said that she had heard that some students would be going trackside. Abby confirmed that 4 students would get to go trackside and that she would be looking at gold students who are doing consistently well. Deb stated that she could organize a driver meet at the pitt. Abby stated that she was also thinking of doing an end of year gold and students movie day or tech day at the hall. Kerry enquired what happens if kids move down from gold or silver. Abby said that this very rarely happens as they will go through the discipline procedures first.

Kerry said that the council would be holding an event at Oxenford on Saturday and that it would be a wheelie bin race. She said that the supercar racers will also be there.

Christine stated that Mark Boothman had bid $300 for 2 VIP passes for Movie World/Sea World/Wet n Wild at the Fling. She said that he was going to donate these back to the school to hopefully be used to award achievements at graduation in some way, possibly to 2 high performing students. Andrew said that the school will decide what to do with those.

Scott Dippel confirmed that we were still waiting to hear back regarding the Donatable Gift Recipient status.
Fiona confirmed that the school had a new hat which was available at the uniform shop, and was similar to the old bucket hat. She said that this was just another option and that children could wear one or the other. She said that the school had decided to bring back the bucket hat as a lot of the older kids did not want to wear the wide brimmed hat.

Christine advised the the P&C meeting for December would be in the morning.

Deb stated that she was currently involved in a registered charity which was getting off the ground called Chloe’s voice. She said that they were going through federal parliament, getting signing petitions aimed at bullying legislation. She said that she had been involved for about 12 months. She said that they currently had 320,000 followers on facebook, and 60,000 signed petitions. She said that this was all for legislation against bullying. She said that they had cyber packs available online for schools and school use. She said that they were hoping to form an anti-bullying committee in Queensland and that there was already one in Tasmania. She said that it had all been set up by a lady whose 12 year old sister had committed suicide after being bullied.

She said that she was currently going to all the schools she was associated with to create an awareness program and fundraising program. She said that there were currently lots of ideas on the table. She said they would be looking at selling fundraising products at school canteens, as well as giving out packs to kids in foster care or domestic violence situations. She said that this is all run through community fundraising.

Christine stated that, as a P&C, we can’t donate to charity but we would be able to sell things for fundraising. She said that we could absolutely look at their products for future fundraising. She suggested that the school could look at this as part of their Kids Matter program, and possibly including it. Deb said that they were setting up a bulling helpline, as well as the cyber bullying program .She said she would have more to discuss regarding this at the next P&C meeting. Abby asked that the school be included as they need as many resources as they can get. Deb said that the charity would be appearing on A Current Affair and 60 Minutes in the coming months. She said that the news stories will highlight what the charity can do with regards to raising funds, as well as developing programs state and nationwide.

Christine said, on a similar note, it was great to see that the Daniel Morcombe child safety program is now to be included as part of the school curriculum nationally.

Christine stated that she had received a package from Ezycover and said that the P&C had done separate flyers last year for the book covers. She said that we would put the same flyer out again this year. Emily said that she had always thought that the children had to have book covers on their books but found out that this wasn’t so. Elly Patterson confirmed that it was actually easier if the kids didn’t have book covers on their books.

Christine stated that at the November and December P&C meetings we would start discussing what to spend our fundraising money on, as well as starting planning fundraising activities for next year.

**Next meeting:** Tuesday 11th November at 6.30pm

**Meeting Closed:** 7.56pm