SHORNCLIFFE STATE SCHOOL P&C GENERAL MEETING

Date: 14 October 2015

1. Meeting opened at 7.00pm by Debby Drago.

Attendance:  Debby Drago, Julie Englefield Greg Elliott, Paul Bredereck, Cameron Boal, Annemarie Hayes, Matt Smith, Charm Micklewright, Ash Bunce, Anne Farrow, Trent Croad, Clint Roberts, Stuart Jarvis

Apologies:   Suzanne Geary, Sarah Petchell, Dani Ruskin

<table>
<thead>
<tr>
<th>Item</th>
<th>Discussion</th>
<th>Moved:</th>
<th>Seconded:</th>
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<td>2. Confirmation of minutes</td>
<td>The minutes of the meeting held 9th September 2015 were tabled and confirmed as correct.</td>
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| 3. Executive Committee Decisions          | • Anne-Marie's position will be changed from casual to permanent part time, this change means there will be further liabilities payable examples Long service leave etc, which the P&C is happy to comply with. A new employment contract will be signed.  
   • The Executive have agreed to a Christmas Outing for the OSCH Staff  
   • The Executive has approved the purchase of a new oven for the Tuckshop, Anne-Marie had presented at the meeting with quotes, the cost will be around $2500. |        |           |
| 4. Tuckshop Report                        | • The Tuckshop numbers are down for the month due to the monies taken out for the Spring Fling, the money has been banked just hasn't been reconciled with the accounts, Greg Elliot will ensure this is all taken care of.  
   • There will possibly be new hours for the Uniform shop to a low it to be more flexible for parents.  
   • The uniform shop will be moving soon into its new space to allow for Anne Marie to have more space for Tuckshop. |        |           |
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| 5. OSHC Report | Trent has been in contact with Clint Roberts for Risk Assessment regarding sports field upgrade to ensure the safety of all children in Vacation Care during the December/January period. There will be direct impact on the service as the work on the upgrade is very close to OSHC. Parents will need to be advised on any disruption to drop off and pickups etc.  
Trent has requested a copy of the Safe Work Method Statement from the Contractors, this will ensure that everything has been considered in the safety of the children in Vacation Care.  
Trent is also proposing a decrease in numbers accepted to Vacation Care due to the less available space caused by the Sports Field upgrade.  
Need to have Risk Assessments completed ASAP to ensure that OSHC is prepared for  
Would like to explore the possibility of still using the tennis courts if there is a barrier to erect to keep the children safe from debris. |
| Moved: M Smith  
Seconded: G Elliot  
Carried |

| 6. Chaplain’s Report | Sarah has been offering support to those who have been having trouble with relationships, communication and playground issues including bullying and resilience.  
Chaplaincy has been able to contribute money towards the upcoming Life Education program “Talk About it”  
The Talent spot at parade started running on the 14/10/15.  
Planning for the running of Daniel Morcombe Day on the 30/10  
Sarah has approached the community regarding involvement in the Christmas Hamper Collection and has had a good response with donations coming in. |
| Moved: D Drago  
Seconded: S Jarvis  
Carried |

| 7. Correspondence In/Out | The following correspondence was received:  
Notification that a bike that had been left overnight in the school was stolen but fortunately eventually recovered. A reminder will be sent out in the newsletter that it isn’t safe to leave items such as a bike at the school. |

| 8. Treasurer’s report | Report tabled and attached.  
There is a deficit in the Uniform Shop in the accounts due to Raylee’s payout for her service. |
| Moved:  
Seconded: |

| 9. President’s Report | Thanks so much for everyone’s support at The Spring Fling, it was a very successful night with profit of around $6000. This could not have been achieved without the help of all the parents who assisted on the night. |
| Moved: D Drago  
Seconded: G Elliot  
Carried |
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| 10. Principal’s Report | Moved: C Boal  
Seconded: C Micklewright  
Carried |
|------------------------|--------------------------------------------------|
| • We will be having quite a full term 4!  
• 13/10 – Talk About It, Life Ed Parent Session, Students sessions 26, 27 & 29 Oct  
• 15/10 – Yr 5 Leadership Camp  
• 16/10 – Prep Open Morning  
• 19/10 – Student Free Day  
• 20-21/10 – Yr 4 Camp  
• 25/10 – Working Bee  
• 30/10 – Interschool and Intraschool Sport  
• Week 5, 2/11 – Technology Week  
• Arrangements and decisions will be made regarding the Christmas Carols, Debby Drago will have a chat to the Student Council and see what they wanted to do.  
• Other things that are happening this term includes gymnastics, surf lifesaving carnival, swimming carnival, Writer’s Collective Festival, Music Showcase Night, Awards and Graduation and P&C BBQ. |

| 11. Oval Upgrade Sub committee | Moved: D Drago  
Seconded: G Elliott  
Carried |
|-------------------------------|--------------------------------------------------|
| • Need to source 5 quotes and need to have proof of genuine seeking of quotes.  
• Need approval from Executive/School for specs before the works go out to tender.  
• Tentative Dates:  
  18/10/15 - Approval of Scope by Cameron & the Executive  
  21/10/15 – Signing of Scope  
  06/11/15 – Closing date of Tender  
  20/11/15 – Contract Signing  
  23/11/15 – Execute Contract  
• Trees being removed week of 19/10/15  
• Clint to contact Mr Myers regarding upgrade information in regards to drainage etc |

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12. General Business:
   - **Working Bee**
     The jobs to be included for this so far will be:
     - Moving Uniform shop
     - New plants to be put in the rainforest
     - Roof waterjetted
     - Sportshed cleaning
     - Rainforest fencing completed.

13. Ratify new members
    New member Sally Mitchell ratified.

14. **Closed at 8.10pm.**

Minutes endorsed as true and correct:

President’s Signature: [Signature]

President Name: [Name]

Dated: 11-11-15