



**Woongoolba State School
P&C General Meeting Minutes
Thursday 24th October 2024
Meeting start 3.21pm**

1. APOLOGIES: Stacey McConnell, Tiffany Porter, Shannon Kew, Annie Unger, Mikayla Nagorcka
2. ATTENDEES: Darren Pearce, Jess Bidwell, Ben Spann, Caroline Collins, Dani Haupt, Carmel Flor, Tracey Pryce, Michael Richards, Leisa Martin, Teresa Yardi
3. CONFIRMATION OF PREVIOUS MINUTES OF GENERAL MEETING (1min) **MOTION to accept Minutes MOVED: Leisa SECONDED: JESS CARRIED: YES**
4. BUSINESS ARISING FROM PREVIOUS GENERAL MEETING - SPER monies received in bank
5. CORRESPONDENCE RECEIVED, BUSINESS ARISING FROM CORRESPONDENCE – Some fundraising letters
6. TABLE EXECUTIVE COMMITTEE'S DECISIONS (1min) - Approved purchase of SLOW COOKER for Tuckshop
7. TREASURER'S REPORT
 - a. Report attached
 - b. \$53251.20 in bank
8. SUBCOMMITTEE REPORTS
 - a. Leisa (Tuckshop)
 - i. I added wraps last week to the menu, we didn't sell many at all (5) Tiff if you could do a post tonight that would be great. *As we have swimming lessons next week I have decided not to open on the 1st as students will be coming and going.
 - b. Dani (Uniform Shop)
 - i. Need more tubs for storage,
MOTION: to buy more Storage tubs (up to 20 tubs) \$25approx each for Uniform Shop MOVED: LEISA SECONDED: JESS CARRIED: YES
 - ii. Heaps of second-hand uniform jumpers – donate/give non-school uniforms to school as free for any families in need.

- iii. Discussion had on reducing prices on some uniforms, Dani provided document with profit margins. Suggestion is to make a Uniform Starter Pack. Maybe for future.
 - iv. Uniform shop closed last week of Term 2024. Needs to do Stocktake. January date for Uniform Shop open Thursday 23rd January 2025.
- c. Jess (Fundraising)
- i. Christmas Concert 6th December 2024 - what are we doing? At school grounds – all said Yes - Suggestion: Big White Marquees – double the size of undercover area – Dani has contacts through her church – Dani to investigate further.

MOTION: Move next meeting to Thursday 21st November just in case, then we have time to decide last minute details. MOVED: LEISA SECONDED: BEN CARRIED: YES

- ii. Food options: Sausage Sizzle (Mikayla has offered to do Sausage Sizzle at previous meeting – check with Mikayla) Hire in vans: Ice Cream, Chips – Jess to investigate further.
- iii. Raffle for Christmas: 6 raffles of same value – we have 6x prawn vouchers already

MOTION: BUDGET FOR RAFFLES \$800 to Jess MOVED: LEISA SECONDED: TERESA CARRIED: YES

- iv. Truck for concert stage – investigate further (Darren/Ben)

MOTION to Accept Sub Committee Reports: MOVED: LEISA SECONDED: BEN CARRIED: YES

9. PRINCIPALS REPORT (5mins)

- a. Full report attached.
- b. VIVO will be redesigned to make it more relevant. Principal acknowledges that change is needed to current system. P&C supports Principal and Teachers to make new system user friendly, relevant & equitable.
- c. Survey results are amazing – great results and improvement.
- d. Proposing new roles 2025 to include – Head of Curriculum, Head of Special Education, Business Manager. Will be permanent from 2027 anyway. EOI applications.

MOTION: ACCEPT PRINCIPALS REPORT MOVED: JESS SECONDED: DARREN CARRIED: YES

10. GENERAL BUSINESS

- a. End of Year prize giving (Tracey)
 - i. Staff Acknowledgement for milestones – 3 coming up 1 Teacher (30 years), 2 Teacher Aides (15 years) Request for P&C to provide again? YES – like last year, flowers & something else. Jess to organise BUDGET? \$40 for flowers, chocolate/alcohol \$35.

MOTION: Purchase of 3x gifts for Staff Milestones: \$75 per person (x3) MOVED: BEN SECONDED: DARREN CARRIED: YES

- ii. Book Prizes and Trophies for Student Achievement Awards: Darren to approach Murray Heck (family have contributed in the past, would they like to continue?). Book Prizes \$15-20 per book (27 books total), Trophies \$1500.

MOTION: Pending Heck Family donation, P&C to donate \$2000 for books and trophies. MOVED: JESS SECONDED: TERESA CARRIED: YES

- b. Treasurer resignation – tendered in writing to Secretary – received 24th October 2024.

- i. **MOTION: Due to Resignation of Cathy Riddle, Woongoolba State School P&C requires Commonwealth Bank to remove Cathy Riddle from all legal or financial authority and signatory from all bank accounts connected to Woongoolba State School P&C. MOVED: Darren SECONDED: Leisa CARRIED: YES**

- ii. **MOTION: As of date of signatory removed, employ Ferrari Warner to complete Interim Audit (As per advice from P&C QLD) MOVED: BEN SECONDED: JESS CARRIED: YES**

- iii. Carmel to get Email logins/password from Cathy, for new Treasurer

- iv. Nominations for Treasurer – Teresa Yardi

Accepted Nomination by Teresa

MOTION: Appoint Teresa as Treasurer for remainder of 2024.

MOVED: Leisa SECONDED: BEN CARRIED - ALL IN FAVOUR: YES (10)

- c. Christmas gift to students from P&C - Ideas (Jess)

- i. Suggestion: Book for Student as gift – approx. cost per book \$10 x 227 (age appropriate for each year level)

MOTION: Book as End of Year/Christmas Gift to Students from P&C MOVED: LEISA SECONDED: BEN CARRIED: YES

- d. Colour Run fundraising efforts to go towards iPads - \$16,509.16

- i. Discussion had on increasing amount to allow for a full Class set to be purchased. All in favour.

- ii. Advertise and let our parents know via Facebook, during Parade and Newsletter

MOTION: From Colour Run fundraising efforts, P&C to donate and transfer \$25,000 towards purchase of iPads, iPad cases & lockable cabinet/storage. MOVED: BEN SECONDED: DARREN CARRIED: YES

- e. Last P&C Meeting for 2024 – 21st November

Meeting Closed: 5.14pm