Woongoolba State School P&C General Meeting Minutes.		
Date: 14/11/2	2018 Venue: Library Meeting Opened at 2.48pm	
Agenda Item		
Opening and welcome by the Chair	Jessie Whelan David Cramb Peter Hulls	
Attendees	Phil Saunders Amanda Elliott Trish Keller Rhonda Saunders Debbie Saunders Sawan Hunt	
Apologies		
Confirmation of the minutes of the previous general meeting	No previous meeting from Oct	
Motion	That the minutes be accepted as a true and correct record of the meeting.Moved:Seconded:Carried:	
Business arising from the minutes of the previous general meeting	NA	
Correspondence received since the previous general meeting - Inward (as listed) Outward (as listed)	Employsure – Membership Features – Peter Drakes – Community Dollars – David Bookclub Invoice (\$83) – David Parenttalk – Jessie Aus Fundraising - Deb	
Business arising from the correspondence	NA	
Table of executive committee's decisions (if any)	None tabled	

Treasurer's report and	No debits came out last month as pending signatures		
financial statement, and any business arising from these.	Checking credits to determine what they are for; Tuckshop (3)		
	Other transfers confirmed to be for uniforms – Amanda emailing David details plus 2 direct deposits confirmed to be uniforms also		
	Still waiting on funds from Visy – Confirmed has been done – can take up to 90 days		
	\$7,681.40 M/A		
	\$10,144.62		
	Jo – confirmed all accounts are now up to date/been paid and also has had spreadsheet tracking passed on to keep going moving forward.		
	Miscommunication with Life Education and Michael Crandon - Life Ed has confirmed they will cover the cost - \$230 confirmed to be put back into school account.		
Motion	That the Treasurers Subcommittees' reports be accepted		
	Moved: David Seconded: Deb Carried: Yes		
Subcommittees' reports and financial statements and any business arising from these.	No report – confirmed as acceptance		
Motion	That the Tuckshop Subcommittees' reports be accepted		
	Moved: Rhonda Seconded: Peter Carried: Yes		
Principals Report	See attached Principal's report:		
	Asbestos Awareness – DAVID MUST DO NEXT MEETING		
This will include the	Current enrolment: 219		
Principal's Report	Predicted enrolment for 2019 at 230		
Motion	That the reports be accepted as per above		
	Moved: David Seconded: Phil Carried:Yes		
	1		

Uniforms	Going well		
	Now finished Wednesday afternoons for Prep 2019		
Subcommittees' reports and financial statements and any business arising from these.	Next orders for Jan – no purchases for remainder of the year		
Motion	That the reports be accepted as per above		
	Moved: Amanda Seconded: Deb Carried: Yes		
Fundraising	Visy – Will pay when cheque comes through (\$3,500.00)		
Subcommittees'	EOY BBQ		
reports and financial statements and any	Have confirmed enough volunteers for the event		
business arising from these.	Harrigans Chef cooking BBQ		
tnese.	\$2,500 funds requested – some purchases will be on the coles card + \$250 Cash for the jumpy castle – will come out of takings on the night and they will invoice us for it.		
	X5 floats consisting of;		
	\$500		
	\$300		
	\$300		
	\$300		
	40 prizes confirmed for approx. 30 draws		
	Generous donors - Deb to email Jessie letter details for milk donations so we can send this off ASAP – need to know who to attention this to.		
	Request for tuckshop to donate to Hampers		
	Pointed out we may need more people trained on raffle so it does not take up too much time		
Motion	That the reports be accepted as per above		
	Moved: Deb Seconded: Amanda Carried: Yes		
Motions on notice	See attached Register of Motions at end of report.		

General Business	List of volunteers in newsletter or to add that volunteers will have reserved seating on the night of the EOY BBQ (first 2 front rows
	reserved seating space)
	Possible safety meeting for the night – who runs what and a general breakdown of the BBQ night
	BBQ at swimming carnival – yet to be confirmed
	Grade 6 – money to volunteers – confirmed this was the school thanking the volunteers – P&C have not paid prior however this is to be revisited (April) next year. David talking to Tracy regarding times/dates – possible start time of 11.30 – to be confirmed.
	EOY Survey
	Peter shown paperwork of example
	Trying to gauge how many people know what the P&C involves
	Need to make sure there is a reason/direction for the survey
	Possible incentive to try and get more people to take the survey
	Recommendations are to make it simple, make it anonymous and not to do it online.
	Based of previous survey's done by other P&C's have seen a growth in members.
	Confirmed agreeance – David and Peter will analyse each question, confirm what we are asking, when we are going to do it (preferably beginning of the year) and how we are going to do it – possible table outside school to engage with people and encourage them to take the survey – this will be done before the next meeting and can modify the survey from there as needed.
	Need to get the P&C name out there more – branding ideas.
	All emails confirmed as working
	Digital sign will be installed over Xmas – next year will ask for P&C contribution – to be confirmed (possibly around the \$6,000 mark)
	Year 6 Farewell
	P&C to fund awards, trophies and farewell dinner for students and required staff – based on the historic figures – to a similar amount – David will find figures

Motion	That the above funding for the year 6 farewell be confirmed			
	Moved: David	Second: Phi	il	Carried: Yes
Applications for membership and recording of new members	Zak Whelan Jo Barton			
Motion	That applications for membership be accepted			
	Moved Peter	Second	Amanda	Carried: Yes
Date of next meeting	12 th December, 2.45pm			
Close	4.01pm			

List of Motions

Meeting Date	Mover of motion	Motion	Seconded by
14/11/2018	David	That the Treasurers Subcommittees' reports be accepted	Deb
14/11/2018	Rhonda	That the Tuckshop Subcommittees' reports be accepted (no report given but confirmed)	Peter
14/11/2018	David	That the Principals reports be accepted	Phil
14/11/2018	Amanda	That the Uniforms Subcommittees' reports be accepted	Deb
14/11/2018	Deb	That the Treasurers Subcommittees' reports/request be accepted	Amanda
14/11/2018	David	Year 6 farewell funding be approved to a similar amount based on historic figures	Phil

WOONGOOLBA STATE SCHOOL PARENT'S AND CITIZEN'S MEETING WEDNESDAY 14th Ostober 2018 COV PRINCIPAL'S REPORT

Student Numb	ers
PREP	36
PRIMARY	183
TOTAL	219

School Focus

Reading- for every student to meet minimum national standards

Mission Statement

We develop leaders- one child at a time

Vision

School: We innovate, we participate, we excel Current focus: Learning for the learner: reading & number

Learning

Reading & writing Analysis of writing programs

Facilities	Upgrade of memorial garden continues
	Quote being sought for new covered area
	Upgrade of some fence areas
	Digital sign
Finance	Documents submitted
Term 4 events	Oktoberfest
	EEC Incursion
	Swimming
	Celebration Ceremony (11/12)
	Christmas BBQ Night (7/12)
	Year 6 Farewell Evening (13/12)
a state of the sta	Volunteers' morning tea
Volunteers	All volunteers to be registered at office
Voluntooro	Non parents to have blue cards
Asbestos Awareness	Completed
Student Protection	Completed
Evacuation & Lock down	Completed

Workforce	1 hu la Porton for term 4
	Ruth Zipf replaced by Jo Barton for term 4 Clive Schwenke replaced by Kev Jennings

David Cramb 14/11/2018