FRENCHVILLE STATE SCHOOL
PARENTS AND CITIZENS ASSOCIATION

General Meeting Held – 11/10/2012

Meeting was called to order by Angie at 6.35pm.

ATTENDANCE
12 people were in attendance as per the attached attendance sheet and there were 2 apologies.

MINUTES OF PREVIOUS MEETING
The minutes of the previous meeting held on the 13th September 2012 were circulated.

Motion: Minutes of the meeting held on the 13th September 2012 were a true and accurate representation of the proceedings of that meeting and be accepted. Moved by Kylie, seconded by Kerri. Motion carried.

BUSINESS ARISING FROM MINUTES

• Mobile eftpos unit – Complete – Kylie has purchased the new mobile eftpos unit for use in book pack and uniform sales at the tuckshop.
• STOP, DROP & GO signs - In Progress – Trevor Neumann to follow up the possibility of getting FSS one more set of signs for this zone.
• Child care vans/Parking on Frenchville Road - In Progress – Trevor Neumann will follow up on the possibility of extending the current signs time limit from 5 to 15 minutes. This will allow the carer’s adequate time to drop off their children in a safe and compliant manner.
• Joyce Hardy Parking proposal - In Progress – P&C to persist with pressure for a response on this issue from both Council and Federal Member.
• Traffic DVD - In Progress – As per the above Safe ST minutes. Bill Smith and Kent Murray will then arrange for DVD’s to be copied.
• Draft P&C Financial Support Policy – In Progress – Executives to finalise the two current drafts into one final agreed policy.
• Year 7 camp fundraising guidelines - In Progress – Angie to draft a set of guidelines for comment.
• Tennis Court Keys - In Progress – Waiting on final confirmation from Ros to establish new key holders.

CORRESPONDENCE
There was no business arising from Inward and Outward correspondence. Both the Inward and Outward Correspondence Reports are attached.

Motion: Inward and Outward correspondence reports are accepted. Moved by Pam, seconded by Mick. Motion carried.

EXECUTIVE DECISIONS
There was only one executive decision external to this meeting. The decision was to choose a book pack provider for 2013. The successful tender went to Kookaburra Educational Resources.

REPORTS

Treasurer’s Report
One report was submitted at this meeting for the 1st January – 11th October 2012 period. See attached Treasurer’s
Report for full details. A summary from the report includes:

Main item of income –
• $612.26 was banked from the Paul’s collect-a-cap.

Main item of expenditure –
• $2572.50 to cover costs of the cinema for the movie day fundraiser.
• $880.00 for the shade structure certification fee.
• $5000.00 donation to the school (from Parent Club funds) for school resources.

Our cash at bank = $163,734.34

Motion: The Treasurer’s Report and all payments out are accepted. Moved by Kylie, seconded by Mick. Motion carried.

The term deposit, at BOQ, has reached its maturity.
Motion: To reinvest the entire funds, with BOQ, for a six month term. Moved by Kylie, seconded by Mick. Motion carried.

Principal’s Report
See attached Principal’s Report for full details. A summary from the report includes:
• Showcase judging on the 12th October 2012!! Our chance to win $26000.
• School maintenance initiative
• Chaplaincy for 2013 funding
• Free dress day 18th October.

Parent Club Report
The next dance party date is set for the 9th November 2012. The 2013, Year 7 camp fundraising group will be hosting a sausage sizzle on the night. Donations will be sought and sausages will sell for $2.00 each.
Action: Pam to forward FSS letter seeking donations to Kerri.
Action: Leisa to explore glow stick options to be also sold to raise funds for Year 7 camp.

Tuckshop Report
Book pack tenders have been advised if successful/unsuccessful. Kookaburra Educational Resources will be supplying the packs for 2013. This tender included all student pack orders being individually wrapped by Kookaburra. 14 book pack orders have already been received and the majority are waiting processing via the new mobile eftpos unit. The unit will be delivered Friday along with a training session.

The tuckshop Christmas party is booked for the 31st October 2012 at the Frenchville Sports Club.

The next purchase for the tuckshop will be a basic laptop for use by both the convenor and tuckshop treasurer. This purchase will be discussed in more detail at the November meeting.
Action: Pam to add this item to the agenda in November.

GENERAL BUSINESS

School Maintenance initiative
Under this new scheme it appears the school will receive $160000 for two consecutive years to address the current school maintenance back log. To process this work the P&C have to choose whether they will continue works via QBuild or opt to go direct to the market. After discussions, the decision was to remain with QBuild for the first year of the scheme.
Motion: **QBuild is to continue managing all maintenance at the Frenchville State School. Moved by Kerri, seconded by Kylie. Motion carried.**

Chaplaincy funding for 2013

The application for the funding of our Chaplaincy service is up for renewal for 2013.

**Motion:** The Frenchville State School P& C supports the Chaplaincy Service in the school and wishes to continue to utilise NSCSWP funding to employ a School Chaplain for 2013. Moved by Kerri, seconded by Mick. Motion carried.

Councillor Fisher

The most probable car parking area option for FSS will be at the beginning of the Vince Lester walkway. An additional pedestrian crossing and signage for additional parking space was suggested for this area and will be considered.

Ticketing officers will be randomly blitzing the school over the next four weeks.

**Action:** Leisa to place a note in the school newsletter.

4WD’s parking on the grassed island in the Frenchville Road car park is still an issue. The vehicles unsafe exit from the island, which involves driving over the footpath, is endangering the lives of our school community.

**Action:** Councillor Fisher will visit the school one afternoon to explore options available.

**Bunning’s sausage sizzle**

**Action:** Pam to resubmit an application to go on the emergency list for a sausage sizzle at Bunning’s in 2013.

**School Security Camera’s**

A request was received by the P&C to sign a letter, seeking donations from a local electronic store, of a security camera in an attempt to reduce vandalism.

**Action:** Pam to organise signatures on the letter and forward accordingly.

**Action:** Kent to contact GoFarm for a possible donation or loan of their ‘FarmCam’.

**Shade structure/Frenchville Road pick up zone**

The shade structure has been assembled and a recommendation put forward to concrete the slab prior to the wet season.

**Motion:** To proceed with concreting the slab for the proposed $1000 prior to the wet season. Moved by Kylie, seconded by Kerri. Motion carried.

**Action:** Kent to seek donation of rio mesh for the slab.

**Tennis Court keys /Liability Cover**

Liability cover for school families to utilise the courts is currently unclear.

**Action:** Kylie to seek legal advice on liability.

**Action:** Leisa to advise Roz to hold off on issuing any of the new keys to families.

**Behaviour Management Plan**

The entire behaviour management plan gets reviewed every three years. This review has seen the inclusion of a knife policy. The reviewed plan was presented to the P&C for their information. The document was also circulated electronically to the executives. The revised completed document will be available on the FSS website.

**Shade structure over the handball area**

The current P&C would like to see this project completed in the current year. Structure options will be explored and quotes sourced.

**Action:** Leisa to organise quotes on different options available.
Meeting closed at 8:45pm

These minutes are a true and correct record of the meeting:

Signed __________________________ (P & C President)

The next P&C Meeting will be 8th November 2012.