FRENCHVILLE STATE SCHOOL
PARENTS AND CITIZENS ASSOCIATION

General Meeting Held – 17/04/2013

Safe ST Meeting was called to order by Matt at 6:00pm.

ATTENDANCE
Seven people were in attendance as per the attached attendance sheet and there were two apologies.

Frenchville Road Bus Zone
- New bus zone signs have been installed to accommodate day care buses in this zone on Frenchville Road. Line marking in the zone is still to occur.

Walk to School
- Funds have been received from Qld Transport to go towards another walk/ride to school incentive program. This will proceed some time after fete. A letter detailing expenditure needs to be returned to Trevor Neumann once expended.

Joyce Hardy Park
- The committee would like to establish the back ground as to how this park was named for potential support in seeking additional parking space around the perimeter from council.

Action: Pam to draft a letter to council requesting the information and detailing the suggested arrangements. This will ensure the idea at least gets allocated a works number within RRC. The letter is to be addressed to both Councillor Fisher and Bob Holmes.

Safe St Meeting closed at 6:30pm

General Meeting was called to order by Matt at 6:30pm.

BUSINESS ARISING FROM MINUTES

SAC window shades - Complete –The window shades have been installed.

Letter of request to council - Complete – A letter was sent to council addressing the works currently getting completed around the school to infrastructure and the possibility of capitalizing on these works and reducing future costs by improving other areas for additional parking.

Class name confusion - Complete – Junior school teachers put the official class name on the bottom of homework sheets for parent’s information when completing tuckshop order bags.

Acting tuckshop arrangements for tuckshop - Complete – P&C are not able to pay a person currently in a volunteer position to work in a replacement acting arrangement within the tuckshop. Julie Lynch may be able to support Rhonda in Chris’s absence.

Uniform Supplier Update - Complete – No further progress or negotiations will be made with the new uniform supplier until a product sample is received by the committee.

Spellathon prizes - Complete – All prizes have been purchased and are ready to distribute.
Chip cooker for fete - Complete – Rotary Club are unable to supply the van for the fete. Farnborough School’s cooker is currently requiring a repair.

‘I give a Gonski’ - Complete – FSS registered on the website to show support.

Tuckshop kitchen improvements - Complete – No more quotes will be received to complete this work. Matt to progress existing quotes with Errol, per General Business.

Coffee Van for fete - In Progress – Two vans are required to be in service at the fete.
Action: Matt to confirm the availability of the second van with contact.

Joyce Hardy Parking proposal - In Progress – P&C to persist with pressure for a response on this issue from both Council and Federal Member. Parent support with similar letters on this issue could also assist with our request.

Uniform Supplier - In Progress – Chris is waiting on a response from the fabric supplier for our FSS shirts, as to how many metres are left.

Tuckshop sliding screens/windows requiring repair - In Progress – The quote for this work has now been received from AB Glazing for $1740.
Action: Mick to notify AB glazing to proceed and replace sliding screens.
Action: Mick to also investigate purchasing additional nylon sliders for future ongoing maintenance.

MINUTES OF PREVIOUS MEETING
The minutes of the previous meeting held on the 14th March 2013 were circulated.
Motion: Minutes of the meeting held on the 14th March 2013 were a true and accurate representation of the proceedings of that meeting and be accepted. Moved by Leisa, seconded by Mick. Motion carried.

CORRESPONDENCE
Both Inward and Outward correspondence reports were presented and are as per the attached.

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

EXECUTIVE DECISIONS
There were three external decisions to this meeting which included:
- Purchasing the spellathon prizes
- Reinvesting the Term Deposit for another Term of 90 days
- Selecting goods for the Multi Draw raffle to be held at the fete

REPTS

Treasurer’s Report
One report was submitted at this meeting for the 15th February 2013 – 17th April 2013 period. See attached Treasurer’s Report for full details. A summary from the report includes:

Main item of income-
- Spellathon - $15351.60
- Paul’s collect-a-cap - $555.72

Main item of expenditure –
- Glow products for fete - $823.37
• Spellathon pencil prizes - $390.00

Our cash at bank = $172,903.76

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

Principal’s Report
See attached report for full details of the Principal Report. A summary of the remaining report includes:

• Anne Baker Maths sessions 18th April 2013. Parent sessions will be held in the evening.
• The Parent Community Engagement Framework was discussed and further info will be provided when available.

Action: The framework needs to be endorsed at a future meeting and will be added to the agenda.

• Spellathon result
• Life member board currently getting updated with Julie and Peter Lynch.

Action: Invite Julie and Peter to a future school event and unveil the board to publically acknowledge their support to the school over a number of years.

• PREP photos go in the morning Bulletin on the 3rd May 2013.

Parent Club Report
There was no Parent Club Report presented at this meeting.

Tuckshop Report
There was no Tuckshop Report presented at this meeting.

GENERAL BUSINESS

Councillor Fisher update
There was no update provided by Councillor Fisher due to his apology.

Tuckshop Kitchen
Matt and Errol are progressing the discussion around the quotes received per the Business Arising actions. Prior to any work commencing, the asbestos tiles need to be removed. The aim is to get the new kitchen installed over the next school holidays.

Action: Mick to arrange with QBuild to remove the tiles.
Action: Matt to flag the installation time with the potential cabinet maker.

Uniform Supplier Update
A shirt sample from the company is expected to arrive in 6-8 weeks.

Fundraising for 2013

Fete Term 2
The fete date is the 31st May 2013. The first fete committee was held on 22 March 2013 at 2.00pm with three people in attendance. Items that have been confirmed/ordered/discussed for this year’s fete plans are as follows:

• Activity Declaration has been signed
• Deep fryers and Baymaree will be secured from CQ Catering
• Coffee Van sites will be charged at $350 per site.
• There will be no more fete meetings held. All decisions required will be discussed via email due to the inability of attendance.
Glow in the dark wrist bands will be purchased to be sold at the fete. The wrist bands will state ‘Proud to be a Frenchville kid’ or similar.

Action: Kylie to proceed with arrangements and purchase.

Water bottles will also be purchased to be sold at the fete.

Action: Matt to proceed with arrangements and purchase.

Motion: To proceed with purchasing both wrist bands and water bottles to sell on, at the fete. Moved by Kylie, seconded by Mick. Motion carried.

School Photos
The school has been approached by Advanced Life to preview their package for 2014.
Action: Pam to arrange a suitable time for them to meet with Matt and discuss the options.

Policies
Current and draft policies were reviewed. Amendments will be made and circulated amongst the executives to endorse or discuss again at the next meeting.

Action: Pam to make the necessary changes and recirculate.

The policies will also be uploaded to the website once endorsed.

Rocky River Run
The Rocky River Run will be held on the 2nd June 2013. This is a potential fundraiser for the school as every registration received the school will receive $2.

Mother’s Day Stall
Action: Angie to follow up with Parent Club on the sale price of gifts.

Meeting closed at 9:05pm

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

Signed _____________________________(P & C President)

The next P&C Meeting will be 9th May 2013.