

PAYNE ROAD STATE SCHOOL P&C ASSOCIATION
MINUTES - GENERAL MEETING

21st February 2008

President: Tim Mortimer
PO Box 385, The Gap, Qld 4061

Acting Principal: Vicki Richards
www.paynroadss.eq.edu.au



1. Meeting open and welcome

The meeting was opened at 7:30 pm.

2. Attendance and apologies

There were 25 members and visitors present – refer to the attendance book. There were no apologies.

3. Ratification of Minutes of the previous meeting

Motion: That the minutes of the previous meeting be accepted.		
Moved: <i>Louise Wynn</i>	Seconded: <i>Ken Marshall</i>	<i>Carried</i>

4. Business arising from the Minutes of the previous meeting

Vicki Richards advised that the procedures for access to the Federal Government “Green Voucher” scheme had changed with the new government and was being followed up.

5. Correspondence

[See attached sheet.](#) Of particular note are:

Jane Mooney has resigned as fund raising convenor.

Chris Shallish has approached Vicki Richards about holding a commemorative tree planting and/or brick laying for the 2008 Year 7 class.

Melinda Chandler emailed Kate Jones about the playground.

6. Business arising from the correspondence

Motion: That the correspondence and business arising be accepted.		
Moved: <i>Mike Price</i>	Seconded: <i>Melinda Chandler</i>	<i>Carried</i>

7. Treasurer's Report

(20 minutes)

See attached reports for December 2007 and January 2008.

Year to date summary	Jan 2008 – Actual	2008 – Budget
Current year earnings	\$7,165.89	-
Net fund/fun raising income	-\$53.41	-
Building fund/Aircon donations	\$0.00	\$8,600.00
Building fund loan balance	\$7,054.35	
Air conditioning loan balance	\$31,994.98	

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We have \$87,000 in the bank, but significant funds are pre-allocated to Resource Centre outfit and the operating reserve.

Melinda Chandler hopes to have a draft budget for the AGM but needs assistance from the various operating units.

Motion: That the treasurer's report be accepted.		
Moved: <i>Mandy Adams</i>	Seconded: <i>Mike Price</i>	<u><i>Carried</i></u>

8. Principal's report (25 minutes)

See attached report.

Vicki Richards is the Acting Principal during Rob Seiler's secondment, expected to be 12-18 months. We extend a welcome to Mark Johnstone as Acting Deputy Principal.

The school has 320 pupils in 13 classes this year – we just missed out on gaining a further teacher position.

Following the Principal's Report, Melinda Chandler and Tim Mortimer gave a brief update of their meeting with Pat Heenan, Regional Director – Central and West covering topics including temporary placements and staff appointment processes.

Motion: That the principal's report be accepted.		
Moved: <i>Stephen Buttlng</i>	Seconded: <i>Mike Price</i>	<u><i>Carried</i></u>

9. Other reports (45 minutes)

(a) School Infrastructure

i. Resource Centre/Library

The Resource Centre extension is basically complete and needs outfitting. The exterior of the original building has yet to be painted.

We have yet to reconcile the expenditure on the Library against the school payments.

In order to constrain the costs, we installed CAT-5 data cabling. This will not reduce performance in the mid-term, but does not conform to MOE spec of CAT-6. The cabling is unterminated and has been left for the Ed Qld mandated supplier to complete. Kate Jones will discuss the implications of the upgraded MOE (Managed Operating Environment) with Mark Johnson. The school server will need to be upgraded at a cost of several thousand dollars. Also, all PCs MUST be Windows/XP or Vista capable. The MOE roll out is having a significant impact on the MIS support staff. The ensuing discussion highlighted a significant shortfall in school funding for ICT facilities. Most schools charge an annual ICT levy of between \$50 and \$100.

It was asked if it was possible for the school to provide a list of the annual costs at the start of the year.

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Motion: That the P&C Association supports the school to implement an ICT (Information and Computer Technology) levy of \$50 per child to be billed in Term 2.		
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Moved: <i>Tim Mortimer</i>	Seconded: : <i>Louise Winn</i>	<u><i>Carried</i></u>
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We must have an official opening of the Resource Centre within 6 months of “completion”.

ii. LifeStyle WaterWise grant – Toilet facilities and Prep water tank

The Department of Natural Resources approved the change of application of funds. The plumbing fixtures have been fitted and Ken Marshall anticipates installing the Prep Water Tank by the end of March.

The project must be acquitted by June 30.

iii. Community Water Grant

Stephen Buttling has provided additional budget details and is currently waiting a further response.

(b) Other Business

Geraldine Knapp advised that the Council provides for grants to schools where the facilities are used for the wider community benefit.

10. Subcommittee reports (35 minutes)

(a) Fundraising report

The fund raising group is developing a pipeline of activities.

Term 1:

- Welcome morning tea
- Welcome disco
- Chocolate drive leading up to Easter
- Election Day activities.

Term 2:

- Can we do a big fund raiser ca \$25,000? The circus is not an option. We need an organiser.

Term 3/4:

- Q150 (Queensland sesquicentennial) and The Gap 150.

(b) Facilities

Westlink Care enjoyed the use of the facilities over Christmas period, but with some infrastructure issues that were addressed.

The tennis courts need to be cleaned and the lighting checked.

(c) OSHC report

See attached report.

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The playground soft fall has washed away in the heavy rain and the playground is now deemed unsafe. The drainage and substrate needs to be reformed.

Replacement options:

1. Bark: \$6,000. Needs to be raked weekly and topped up 4 times per year
2. Rubber base & artificial grass: \$21,000 ex GST.

The OSHC group is to develop a formal proposal to address the issue for consideration at the next P&C meeting.

(d) Tuckshop report

The lack of volunteers is still the major issue facing the tuckshop. Mike Price offered to write a more strongly-worded item for the newsletter.

(e) Music Supporter's Group report

No report was tabled.

The Fundraising group will take over the direct fundraising component of the MSG activities. With the resignation of Pieta Cooke the MSG needs rejuvenation.

(f) Uniform shop report

No report tabled.

Stock on hand has been reduced and is closer to our insurance limit of \$15,000.

Polo shirts have not been delivered, but small hats are now in stock.

Daphne Elsley will manage the inventory.

11. General business (25 minutes)

(a) Air conditioning letter

Mike Price will send out the request for air conditioning donations. It is expected that this year will still be a gift and hence tax deductible.

(b) Strategic Planning Process

Vicki Richards will be meeting with Rob Seiler and subsequently will progress the plan with the P&C.

The P&C will form a sub-committee to consult and plan and report to the general meeting. It is important to note that the P&C is not attempting to impose the learning direction but is seeking to best align its plans and support with the teacher and staff needs.

(c) School Website

The P&C would like the school to accept the responsibility of maintaining the class and school components of the website. Nicole Goodwin has been contributing the year 4 work.

David Cox will approach Pattie Murphy (Year 1) to elicit interest in becoming an early adopter. Mark Johnston will assist in the management.

(d) Working Bee

It was requested that Louis Winn organise the first working bee for the end of March. This will target the garden alcove outside the Resource Centre to make it usable and the gardens and gutter beside "D" block.

12. Registration of new members

We have received a lot of new membership applications. Present at the meeting were:

Vicki Shoebridge, Steven Smith

All membership forms received will be resubmitted at the AGM.

13. Next meeting and close

The next meeting will be held on **Thursday 13 March 2008** immediately following the AGM.

The meeting was closed at 10:15pm.