

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

17th April 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 7:44 pm with Mike Price as Chairman.

2. Attendance and apologies

There were 7 members and visitors present – refer to the attendance book. Apologies were received from:

Richenda Wagener, Kate Jones MP, Ken Marshall, Vicki Richards, Tim Mortimer, Phil Pareezer

3. Ratification of Minutes of the previous meeting

Motion: That the minutes of the previous meeting be accepted.		
Moved: <i>Louise Winn</i>	Seconded: <i>Steven Smith</i>	<i>Carried</i>

4. Business arising from the Minutes of the previous meeting

The working bee did a good job tidying the library court yard.

5. Correspondence

[See attached sheet.](#)

Of special interest were:

- QCPCA Risk Management Policy
- Anton Goodchild function proposal

6. Business arising from the correspondence

Anton Goodchild proposal – has already been discussed and rejected by the fund raising / events committee.

QCPCA Risk Management Policy: OSHC committee will review to confirm ensure that there are no conflicts with existing procedures.

Motion: That the correspondence and business arising be accepted.		
Moved: <i>Louise Winn</i>	Seconded: <i>Mandy Adams</i>	<i>Carried</i>

7. Treasurer's Report

(65 minutes)

See tabled report.

Year to date summary	March 2008 – Actual	2008 – Budget
Current year earnings	-\$2,820	-
Net fund/fun raising income	\$5853	-
Building fund/Aircon donations	\$4,367	\$8,600.00
Building fund loan balance	\$3,552	
Air conditioning loan balance	\$31,329	

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We have had a good collection for air conditioning donations, collecting about half of the required amount. A follow letter will be required at the end of Term 3.

Hall hire is doing particularly well.

The P&C has paid about \$25,000 towards the Learning Resource Centre shortfall of which around \$10K was towards construction costs and the remainder for fit out.

The Tennis School is under performing (\$1,800 loss to date) and the problem must be “owned” by someone from the P&C. After a lengthy discussion, Mike Price will speak to Tim Mortimer about how to address the issues.

The Uniform Shop is holding \$35,000 worth of stock against an insurance limit of \$15,000. We are investigating outsourcing the function to an experienced local external retail agent which would provide better trading hours. We would only retain a second-hand exchange function for donations and reuse, not resale.

Motion: That the treasurer’s report be accepted.		
Moved: <i>David Cox</i>	Seconded: <i>Louise Winn</i>	<u><i>Carried</i></u>

8. **Principal's report** **(40 minutes)**

The school cross country program is progressing well.

Shane Drury has volunteered to be the parent representative on the school ICT committee. The staff members are: Vick Richards, Mark Johnstone, Wendy Merefield-Ward, Angus Milne and Nicole Goodwin.

Two teachers are doing advanced professional development: Gerard Donovan (ICT Pedagogy) and Nicole Goodwin (Gifted Education Mentoring).

Mark Johnstone presented an overview of the impact that the change to the curriculum was having this year and the additional professional development that some teachers are undertaking. This was followed by a passionate discussion about the pressures the teachers are experiencing and how the P&C can best help to foster a common purpose. It was decided that the most effective aid would be a mechanism to support teachers undertaking a higher professional development load.

Motion: That the P&C Association will donate \$900 per term to the school to support teachers who are undertaking additional professional development.		
Moved: <i>Louise Winn</i>	Seconded: <i>Steven Smith</i>	<u><i>Carried</i></u>

Motion: That the Principal's report be accepted.		
Moved: <i>Louise Winn</i>	Seconded: <i>Steven Smith</i>	<u><i>Carried</i></u>

9. **Other reports** **(45 minutes)**

(a) School Infrastructure

i. Resource Centre/Library

The Resource Centre exterior was painted during the school holidays and is greatly improved.

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We have yet to finalise the remaining outlays. Vicki Richards is arranging for the formal opening – the timing will be dependent on the availability of the Federal Member.

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

Ken Marshall anticipates installing the Prep Water Tank by the end of March. The project must be acquitted by June 30.
THIS IS STILL NOT DONE. Louise Winn will speak to Ken Marshall.

iii. Community Water Grant

No update

(b) Grant Applications

i. GCBF Notebook Grant

A major consideration for the GCBF grant is the “wider community benefit” of the purposed of the grant. It is difficult to describe the use of the notebooks beyond the school and parent community and as a result David Cox has not submitted the application. This will be a consideration for next month.

10. Subcommittee reports (35 minutes)

(a) Fund raising report

We will hold the annual Mother's Day stall on Thursday 8'th May. Steven Smith advised that ABC-FM was holding a competition

(b) Facilities

No report was tabled.

(c) OSHC report

See attached report.

The playground contract has been signed and work is expected to commence in early May. Ken Marshall will remove the obsolete equipment before then.

(d) Tuckshop report

No report tabled.

(e) Uniform shop report

No report tabled.

11. General business (5 minutes)

(a) School Uniform Issue

A parent has questioned the lack of adherence to the school dress code, especially by the higher grades. It was reiterated that the school is a Uniform School as documented in the Parent Handbook and that the P&C supports the uniform. It was also noted that we are a feeder school to the Gap State High School which is also a uniform school.

We will review the School Handbook and GSHS policies and raise the matter at the next meeting when Vicki Richards is present.

(b) School Website

The school, rather than the P&C, needs to take ownership of the general website. The P&C will continue to maintain the P&C pages. Mark Johnstone will raise the issue with the ICT committee with the expectation that this will happen from the start of 2009.

12. Registration of new members

New members accepted at the meeting are: Mark Johnstone, Tom Gilbert.

13. Next meeting and close

The next meeting will be held on **Thursday 15 May 2008**.

The meeting was closed at 10:30pm.