

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

15<sup>th</sup> May 2008



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

**Acting Principal: Vicki Richards**  
[www.paynroadss.eq.edu.au](http://www.paynroadss.eq.edu.au)

**1. Meeting open and welcome**

The meeting was opened at 7:45 pm with Mike Price as Chairman.

**2. Attendance and apologies**

There were 11 members and visitors present – refer to the attendance book. Apologies were received from:

Kate Jones MP, Steve Smith, Mark Johnstone.

**3. Ratification of Minutes of the previous meeting**

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

**4. Business arising from the Minutes of the previous meeting**

There was no update to the matter of Anton Goodchild's function proposal.

**5. Correspondence**

[See attached sheet.](#)

Of special interest were:

Offer from Stower Electrical about air conditioning maintenance.

**6. Business arising from the correspondence**

Air conditioning maintenance: Ken Marshall recalled the original quote included maintenance at \$300 pa (vs quote of \$1,100 for one service or \$1,760 for 2 services) with the first year free.

Mike Price will follow up with Tim Mortimer and Debra Jackson to see if they have a copy of the quote.

<b>Motion:</b> That the correspondence and business arising be accepted.		
Moved: <i>David Cox</i>	Seconded: <i>Melinda Chandler</i>	<u><i>Carried</i></u>

**7. Treasurer's Report**

**(20 minutes)**

See tabled report.

<b>Year to date summary</b>	<b>March 2008 – Actual</b>	<b>2008 – Budget</b>
Current year earnings	<b>-\$6,122</b>	-
Net fund/fun raising income	<b>\$9,531</b>	-
Building fund/Aircon donations	<b>\$5,237</b>	\$8,600.00
Building fund loan balance	<b>\$3,552</b>	
Air conditioning loan balance	<b>\$31,329</b>	

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Mother's Day stall made a profit a \$1,800.

There has been a significant turn around in the tennis school after some discussions with John Berry. These are continuing with a view to improving processes. The number of students attending the tennis school has dropped possibly because it is not being promoted.

Melinda was pleased to advise that the Building Fund loan for the Activities Building was paid out on the 15 May. David Cox to write a letter to Geoff James.

<b>Motion:</b> That the treasurer's report be accepted.		
Moved: <i>Stephen Buttlng</i>	Seconded: <i>Louise Winn</i>	<u><i>Carried</i></u>

8. **Principal's report** (20 minutes)

The school needs a letter of support from the P&C to remove some trees that have been assessed by a specialist as unsafe. Debra Jackson is to provide the wording to David Cox.

<b>Motion:</b> That the P&C Association supports the school's decision to remove the two gum trees on the advice of the arborist.		
Moved: <i>Ken Marshall</i>	Seconded: <i>Mike Price</i>	<u><i>Carried</i></u>

The recent audit has provided the school with the first 5 star assessment in the district.

<b>Motion:</b> That the P&C Association authorises the donation of \$1,088 to the school for the purchase of reading materials for class rooms.		
Moved: <i>Louise Winn</i>	Seconded: <i>Stephen Buttlng</i>	<u><i>Carried</i></u>

<b>Motion:</b> 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) **Infrastructure**

i. **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. Ken Marshall said that he will have this completed by the end of May.

ii. **Community Water Grant**

The money has been banked. Stephen Buttlng is developing a plan for the implementation with Vicki Richards. The key is to install as much of the requisite pipe work as we can up front.

(b) **Grant Applications**

**i. GCBF Notebook Grant**

The wording for the wider community benefit has been finalised and the application will be submitted in the next month.

**10. Subcommittee reports (35 minutes)**

**(a) Fund raising report**

The Bunnings BBQ fundraiser will be held on June 22. It is likely that the Year 2 fathers will operate the BBQ with the funds directed to Year 2 for the purchase of a Data Projector to be sourced by the ICT group.

Thankyou to Richenda Wagener and the Fund Raising Group for an excellent Mother's Day result.

**(b) Facilities**

No report was tabled.

**(c) OSHC report**

There has been a big increase in the accreditation review.

The playground has been completed and is much improved.

Some policies need to be updated and ratified.

The operating surplus to April is nearly \$25,000. The wish list for expenditure includes:

- BBQ – are there any brick layers who can volunteer their services?
- Roof for the Grandstand
- Painting the Activities Building. OSHC is obtaining quotes.
- Providing a better surface (concrete? artificial grass?) between the activities building and “A” block.

OSHC is considering a Newsletter to provide additional info to the customers.

**(d) Tuckshop report**

See attached report.

It is expected that State Health regulations for Food Preparation will apply to school tuck shops from next year. As a result we may need to put the tuckshop back under school rather than P&C management.

**(e) Uniform shop report**

No report tabled.

Melinda Chandler has taken some sample of uniform to the proposed out-sourcer to compare quality. We are awaiting a response before developing a formal proposal to outsource the Uniform Shop.

**11. General business (5 minutes)**

**(a) School Uniform Issue**

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This topic was retabled with Vicki Richards present.

The meeting agreed with the concerns raised and reiterated that:

The P&C supports the principle that PRSS is a Uniform School;

We are a feeder school to The Gap State High School which is also a uniform school;

The uniform is described in the Parent Handbook;

During the remainder of this year the school will continue to impress the need to adhere to the uniform policy through the newsletter and assembly; and

From 2009 a stricter adherence to policy will be required.

David Cox to write to the parent.

<b>Motion:</b> That the P&C supports Payne Road State School being a Uniform School and that the dress standard conform to the Parent Handbook.		
Moved: <i>David Cox</i>	Seconded: <i>Louise Winn</i>	<u><i>Carried</i></u>

### **(b) Resource Centre opening**

David Cox to write to the parent.

### **12. Registration of new members**

There were no new members

### **13. Next meeting and close**

The next meeting will be held on **Thursday 19 June 2008.**

The meeting was closed at 9:30pm.