

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

24<sup>th</sup> July 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 7:48 pm.

**2. Attendance and apologies**

There were 12 members and visitors present – refer to the attendance book.

Apologies were received from:

Richenda Wagener, Mandy Adams, Kate Jones MP

**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>Tim Mortimer</i>	<u><i>Carried</i></u>

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

Air conditioning: There was no progress on obtaining a competitive quote. Louise Winn has taken this on.

LifeStyle WaterWise Grant: The project has been acquitted. Our covering letter advised that we may relocate the tank subject to the implementation of the Community Water Grant.

Bunnings BBQ: Raised \$2,000.

YCDI: Professional Development sessions will be held for the staff. Vicki Richards will provide firm costs for the programme at the next meeting.

Uniforms: See General Business.

<b>Motion:</b> That the P&C Association obtain a second quote for the maintenance of the 19 a/c units installed in Jan 2007.		
Moved: <i>Louise Winn</i>	Seconded: <i>David Cox</i>	<u><i>Carried</i></u>

**5. Correspondence**

[See attached sheet.](#)

Of special interest were:

New P&C constitution: Vicki Richards tabled a letter about the new P&C constitution to be adopted by the end of term 3.

Letters about the proposed uniform shop outsourcing.

**6. Business arising from the correspondence**

New P&C constitution: David Cox to follow up for next meeting.

<b>Motion:</b> That the correspondence and business arising be accepted.		
Moved: <i>Mike Price</i>	Seconded: <i>Tim Mortimer</i>	<u><i>Carried</i></u>

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**7. Treasurer's Report** **(10 minutes)**

See tabled report.

<b>Year to date summary</b>	<b>Jun 2008 – Actual</b>	2008 – Budget
Current year earnings	<b>\$3688</b>	-
Net fund raising income	<b>\$11,747</b>	-
Building fund/Aircon donations	<b>\$5,495</b>	\$8,600.00
Building fund loan balance	<b>\$0</b>	
Air conditioning loan balance	<b>\$30,653</b>	

Daphne Elsely and Melinda Chandler will take over the Tennis School books.  
The fund raising committee and processes are working well.

<b>Motion:</b> That the treasurer's report be accepted.		
Moved: <i>Stephen Buttling</i>	Seconded: <i>Tim Mortimer</i>	<i>Carried</i>

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

See attached report.

The P&C is to reimburse the school for the 12 notebooks for the LRC. This item of expenditure was ratified in November 2007.

The P&C will make the \$15,000 contribution to the school.

The P&C will reimburse the school \$1898 as a contribution to teacher professional development costs.

Mark Johnstone has approached several school about written guidelines for air conditioning operations, but has not found anything of much value.

Due to an oversight, the Principal's Report was not voted on at the meeting.

**9. Other reports** **(15minutes)**

**(a) Infrastructure**

**i. Community Water Grant**

Stephen Buttling and Tim Mortimer are to complete the detailed design.

**ii. LRC fitout**

The 12 notebooks have been ordered and the notebook trolley presented at the LRC opening. Quotes for the catalogue PCs have been obtained but and order has yet to be placed. Mark Johnstone will follow up.

Wendy Merefield-Ward has also talked about a new librarian's desk to provide the space for two people. The P&C needs more details before this can be considered.

**10. Subcommittee reports** **(30 minutes)**

**(a) Fund raising report**

[See attached report.](#)

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The Bunnings BBQ fund raiser raised \$2,000 for the year 2 classes.  
The major project is the art show in September.  
We will build some additional events around next year Q150 as the major fund raising exercise.

### (b) Facilities

A group that has been deemed to be a sect has asked to hire the facilities. In accordance with our guidelines, the request will be denied.

### (c) OSHC report

[See attached report.](#)

A number of updated procedures for OSHC were tabled for discussion. These were accepted.

<b>Motion:</b> That the updated OSHC policies as tabled at the meeting be accepted.		
Moved: <i>Louise Winn</i>	Seconded: <i>Stephen Buttlng</i>	<u><i>Carried</i></u>

Louise Winn is obtaining a quote to provide an all-weather cover over the sandpit. This is now a legislative requirement.

### (d) Tuckshop report

[See attached report.](#)

The design for the tuckshop from 2001 has been retrieved. Julie Marshall has a sketch for a new design based on research conducted last year. Louise Winn will arrange for the two designs to be reconciled for further discussion and review. It is anticipated that the renovation will cost between \$30,000 and \$40,000. Are there any tuckshop grants available? Please let us know. It was noted that the tuckshop has a faulty power point. Louise Winn will coordinate for an electrician to repair this.

### (e) Uniform shop report

No report tabled.

<b>Motion:</b> That the P&C Association accepts the subcommittee reports.		
Moved: <i>Louise Winn</i>	Seconded: <i>Steven Smith</i>	<u><i>Carried</i></u>

## 11. General business

(10 minutes)

### (a) School Uniform Outsourcing

(This topic was discussed early in the meeting but has been minuted under general business.)

There were a few members attending representing a view opposed to the

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outsourcing of the Uniform Shop. They felt that the issue had not been sufficiently widely canvassed with the school community.

Melinda Chandler re-presented the proposal accepted at the last meeting.

The main concerns were with the sense of service to the school community, local convenience (at school versus Ashgrove), ability to order via the office and the lack of consultative process.

It was agreed that the P&C would poll the school community and Stephen Buttlng offered to lead this process.

<b>Motion:</b> That the P&C Association further develops the uniform outsourcing proposal cases and polls the school community.		
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Moved: <i>Stephen Buttlng</i>	Seconded: <i>Tim Mortimer</i>	<u><i>Carried</i></u>
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### 12. Registration of new members

There were no new members.

### 13. Next meeting and close

The next meeting will be held on **Thursday 21 August 2008.**

The meeting was closed at 10:30pm.