



Lake Clarendon State School P&C Association

General Meeting Minutes

Monday 8th June 2020

President – Emma Saal
Secretary – Elissa Maguire

Vice-President – Linda Lyons
Treasurer – Elly Hallas

Opening and Welcome by Chairperson	Meeting was opened at 6:44pm by President Emma Saal. Everyone welcomed.	
Attendance	Emma Saal, Elissa Maguire, Sandra Wright, Jenna-May Lench, Jackie Davis, Elly Hallas, Nikita Hines	
Apologies	Linda Lyons	
Confirmation of Previous Meeting Minutes	Previous meeting minutes from 9 th March were distributed by email. Motion: to accept submitted previous meeting minutes as true and correct. Moved by Jackie Davis, seconded by Elissa Maguire All in favour	
Business arising from minutes of previous meeting	Actions on Notice; 1. Water Cooler Quotes – Two quotes obtained. Water Logic for \$3600 plus services/filter replacement and another from Civiq for \$4200 plus services/filer replacement. Due to limited fundraising, unfortunately the P&C can't provide a chilled water station to the School at this time. We will try for a grant and it is on the 'wish list'. 2. School Jumpers to be ordered – Jackie advised jumpers are ordered and supply of jumpers should arrive in about 2 weeks.	
Correspondence, discussions and action of correspondence received since previous General Meeting	Inwards	1. Jessica Lee Tuckshop convenor resignation effective 18 th May 2. Tally Accounts Tax Invoice 3. Official Tax Invoice for Hats 4. Qld Child Protection Week Information Tuckshop Convenor advertised in School Round-Up
	Outwards	1. Jumper sample sent back to LW Reid and order confirmed.
	Motion: to accept submitted correspondence both inward and outward as true and correct. Moved by Elissa Maguire, seconded by Elly Hallas All in favour	
Confirmation of Executive Committee's Decision	Nil	
Treasurer's Report and financial statement, and any business arising	Treasurer's Report and the Association's financial statements for the month of March, April and May was read by Elly Hallas. Closing available bank balance as per bank statement on 31 st March was \$18,039.58 Closing available bank balance as per bank statement on 30 th April was \$15,982.39 Closing available bank balance as per bank statement on 31 st May was \$9,039.89 The P&C did commit last November to providing the School with \$5000.00 towards the Zen Garden and this has been given to the school in the month of May. Motion: to accept Treasurer's report as true and correct. Moved by Jackie Davis, seconded by Jenna-May Lench All in favour	
Subcommittees' reports and financial statements and any business arising	Uniforms	Uniform report and financial statement for the month of March, April and May was read by Jackie Davis. Income for March was \$424.00 Expenses \$0.00

	<p>Income for April was \$0.00 Expenses \$2375.80 for senior shirts and extra shirt order Income for May was \$154.00 Expenses \$2062.50 for hat order</p> <p>Motion: to accept submitted Uniform report as true and correct. Moved Jenna-May Lench, seconded by Elissa Maguire All in favour</p>
	<p>Tuckshop Tuckshop report and financial statement: No Tuckshop report</p>
<p>Other Reports</p> <ul style="list-style-type: none"> - Principal's Report - Golf Day Report 	<p>Principal's Report was prepared and read by Sandra Wright</p> <p>Key Points</p> <ul style="list-style-type: none"> • Home learning was successful for us as the majority of our students kept up with the learning. • Transition overviews went home Monday for parents who wish to continue to support students at home. Homework will be different for us come Term 3. More online base. • Assessment and reporting will be completed early Term 3. Assessment will be from Term 1 and the last 5 weeks of this term. There will be a behaviour comment and an overall comment. • Behaviour is on track. New positives working well and students are keen to collect all Gotchas. They convert to money and students are able to spend at the end of term shop/mini fete. This term will be for the students but end of Term 3 and 4 we want to hold a mini fete with showcase afternoons to bring the community together. • Pop up play has been very successful for our students. • Japanese Zan Garden has begun. • Mural on admin building was completed earlier this term. • Foam hand sanitiser alcohol dispensers for each classroom x8 + 1 for library and 1 for office were put in as well as new soap dispensers in toilets. • Toilets continue to be an issue for the school. They became blocked but since fixed. • Cleaning audit was completed as part of the covid-19 response. • ASAA Teaching and Learning audit review on 16th March. Completed all recommendations from audit and we were congratulated for our progress in these areas. • Covid-19 – we will be provided with an update at the end of this term. Some restrictions may be lifted if no new cases. <p>Motion: to accept Principal's report as true and correct. Moved by Elissa Maguire, seconded by Jackie Davis All in favour</p> <p>The Golf Day for 2020 was cancelled due to Covid-19</p>
<p>Motions on notice</p>	<p>Nil</p>
<p>General Business as per Agenda</p>	<p><i>Easter Raffle</i> – 25 families returned the raffle tickets and we raised \$430.00 Thank you to those families who supported this raffle. Winners were notified on the last day of Term 1 and winners names went in the Round-up first week back in Term 2.</p> <p><i>School Donation</i> – P&C committed at the end of 2019 to donate \$5000.00 to the School for the Zen Garden. This has been given to the School.</p> <p><i>Mid-Year Uniform Order</i> – Jackie advised she needs to place the 'mid-year uniform order' this month so stock will arrive by the end of the year. Approximately 300 shirts to be order. The warehouse normally stores half the order (when it arrives in Brisbane) and we only pay when the orders arrive to the School. Jackie asked the committee if the P&C are happy for her to place this order.</p>

	<p>Motion: To place mid-year uniform order. Moved by Elissa Maguire, seconded by Elly Hallas Action: Jackie Davis to place mid-year uniform order</p> <p><i>Father's Day Stall</i> – Father's Day stall will go ahead this year and Elissa Maguire to order stock for stall. Action: Elissa Maguire to order stock for Father's Day</p> <p><i>Term 3 Colour Run</i> – This was recorded end of last year as our fundraiser for Term 3. Elissa Maguire to confirm registration and place order. Action: Elissa Maguire to confirm registration with Australian Fundraising</p> <p><i>Fundraising ideas</i> – for the rest of 2020</p> <ul style="list-style-type: none"> - Elly Hallas suggested a 'Seedling drive' where we could contact a nursery and source supply. Children get to watch and see vegetables/herbs grow and the whole family gets to enjoy this and eat the end result. Great suggestion but Sandra Wright advised that at the end of Term 3 she is looking at doing something similar from the Permaculture garden with vegetables/herbs and they will be available for sale to the community. - Elly Hallas suggested 'Craft packs' for end of Term where children can purchase and do over the holidays. A variety of packs would be compiled and available for sale. Elly is happy to co-ordinate this idea. Sandra Wright agreed Term 4 would be a better time to offer this. Motion: To add this idea to our calendar for fundraising for 2020. Moved by Jenna-May Lench, seconded by Nikita Hines All in favour - Elly Hallas suggested a pizza day at school especially whilst no tuckshop operating, Advised only allowed one pizza day per term as we have to abide by the Qld schools healthy food and drink supply policy and this would be a 'red day'. Elly to investigate if Domino's Hatton Vale will deliver to school at lunch in last week of this term. Sell for \$2.00 per slice and order the value range pizzas. Action: Elly Hallas to ask Domino's if they would deliver to school - Nikita Hines suggested a Trivia night at school. Term 4 was discussed and Sandra Wright agreed this would be the best time for this event. This idea will be considered if enough support is provided. Idea noted and happy for more conversation at next meeting if a member is willing to co-ordinate this event.
Other Business	
Applications for membership and recording of new members	Nil
Date of next meeting	Monday 20 th July 2020 at 6.30pm
Close meeting	All members thanked for their attendance by Chair, Emma Saal Meeting closed at 7:31pm

Actions on Notice	
Action: Jackie Davis to place Mid-Year uniform order	
Action: Elissa Maguire to order stock for Father's Day stall	
Action: Elissa Maguire to confirm registration with Australian Fundraising	
Action: Elly Hallas to ask Domino's if they would deliver to School	

Minutes endorsed as true and correct/...../.....

President
Emma Saal

Principal
Sandra Wright