

General Meeting
MINUTES OF MEETING
6:30 PM Monday, 8 June 2020
MHSS Staffroom or virtual online

1. Meeting Open

Meeting Opened By Renee Walls at 6:30 PM

We acknowledged the Gubbi-Gubbi people, Traditional Custodians of the land on which we meet and and pay our respects to their Elders past, present and emerging.

2. Attendance & Apologies

Attended

Amy Swalwell
Cindy Clenton
Guy Kelly
Jessica Stevens
Jodie Shipway
Karen Puckeridge
Leah Hartridge
Louise French
Megan Faulkner
Rebecca Valentine
Renee Walls
Shauna Nugent
Tennille Dumbell
Tracy Egan
Yanti Weaire
Zoe Griffin-Thomas

Apologies

Gurminder Kaur
Kylie Mitchell
Laura Dudley
Liz Ivan
Radhika Reddy
Sheree Pointon

Elaine Walker and Bessie Korman attended

3. Confirmation of the minutes of the previous general meeting

Motions

379 The minutes of the meeting held on 11 May 2020 were a true and accurate record.

Status: Carried **Mover:** Karen Puckeridge **Second:** Amy Swalwell

4. Business arising from the minutes of the previous general meeting

5. Correspondence - inward and outward

Email and SMS

The Athletes Foot promotion

Last modified: 12/06/2020 8:33 AM

CMS - multiple advice re: COVID19 resources

WorkCover - update on COVID19 resources

Recognition of P&C Day

Canteen supplier proposal

Griffin State School request for advice

Invitation to Cr Jodie Shipway Division 4 to next P&C Meeting

Training for Canteen staff

Grants (volunteering and council)

Pop up uniform online store

P&C Qld - recognition and survey

Canteen staff - contact details update and blue card details

Di Bella - request for partnership for cafe area furniture

6. Table Executive Committee's decisions (if any)

Design and run online pop up uniform shop commenced 1/6/2020

Motions

380 Agreement to of decision to develop and run online pop up uniform shop.

Status: Carried **Mover:** Karen Puckeridge **Seconder:** Cindy Clenton

7. Treasurer's report and financial statement

Motions

381 Accept Financial report and financial statements as presented.

Status: Carried **Mover:** Leah Hartridge **Seconder:** Zoe Griffin-Thomas

382 Change to accrual accounting from 1 July

Status: Carried **Mover:** Leah Hartridge **Seconder:** Jessica Stevens

383 Seek approval for \$5353.00 for supplier payments to be paid

Status: Carried **Mover:** Leah Hartridge **Seconder:** Guy Kelly

8. Services Report

Motions

Last modified: 12/06/2020 8:33 AM

384 Equipment request

Necessity for food safety requirements due to current warming cupboards not enough space and warming foods effectively.

Nisbets \$3616.67 for product and delivery. To be paid by school and reimbursed by P&C

Tea earn for hot chocolate of morning. Being offered before school and second break. \$200.

Amount of \$3816.67 approved for purchase, however further research into products including second hand suppliers to ensure best price/product purchased.

Status: Carried **Mover:** Karen Puckeridge **Seconder:** Yanti Weaire

385 Seek approval of report as presented

Status: Carried **Mover:** Louise French **Seconder:** Zoe Griffin-Thomas

9. Fundraising Report

Second Hand uniform drive \$915.00. Will continue to have online site open for when donations are received. Will call for donations to be dropped off at office / canteen and will then add to site. Look at proposal for donation drive at end of year for year 6.

Bounce for CF postponed. Looking to prepare for next year 10 years.

Fathers Day possible raffle with 6-8 week lead in. Will decide at next meeting if stock needs to be purchased.

10. Projects Report

NIL

11. Principal's Report

Art show has been cancelled due to COVID19 restrictions.

Motions

386 Approve report and financials as presented

Status: Carried **Mover:** Tracy Egan **Seconder:** Tennille Dumbell

12. Motions on notice

NIL

13. General Business

Safe travel Committee Update

Cr Shipway - presented update on current travel plans for around school area. Cr Shipway reiterated that all plans took children safety first and traffic flow second.

To date there has been federal member and council endorsement for the go ahead of 4 way traffic lights with pedestrian crossings at intersection of Bonnet Parade and Mango Hill Blvd.

A speed review has been ordered for the 60km/h zone of Kinsellas Rd East

Approval given for connection of footpath between Mango Hill Blvd and Kinsellas Rd East and also Mallard St and Maryvale Rd

Discussion around tree and bush maintenance and important to report any issues directly to council.

Cr Shipway agreed to take back to council the location/update of bus stops that are utilised by the school bus run companies.

Cr Shipway presented the school with a cheque for \$5000.00 which will go towards the furniture at our new cafe flexible seating area

Vote of thanks to Cr Shipway and Mayor for grant.

Changes to Student Resource Scheme 2021 - Tracy Egan

Originally the SRS was set up to allow flexibility for teachers to individually choose resources to teach kids. Resources may have looked different between classes however fundamentally always met needs of teacher/students. On review this is now taking a full time admin to invoice and follow up payment, and a lot of time for teachers in regard to ordering and packing of items. Due to this and the changes in the department guidelines which have reduced the amount of flexibility the school/teachers can have, there needs to be a change to the scheme. r

New plan - keep some aspects of the SRS including elearning subscriptions, art supplies, photocopying and administration. Cheaper through school due bulk subscription/suppliers. Reduce from \$170 to \$90.

Books and stationery to be supplied by parents (as per booklist supplied by school). On approval school to work with P&C in regard to suppliers to look at fundraising options.

P&C Financial donations - distribution - Tracy Egan

Due to changes in school activities based on COVID19 restrictions, Tracy requested a redistribution of funds to go towards concreting of new proposed community cafe seating area.

\$2510 to be reallocated due to items no longer required based on COVID19 restrictions.

Request for additional \$2390 to be added to unallocated \$2510 to go towards concrete.

Life Education - Tracy Egan

Tracy confirmed that program can still go ahead, however children will not be able to visit van due to current COVID-19 restrictions. Discussion if program can still go ahead as a classroom option.

P&C Container - Renee Walls

Proposal for future project and business opportunity to empty, relocate and fit out container to be secondary pop up canteen for students on oval, events, and classroom cooking opportunities. Committee and school required further information, costing and positioning prior to any decision to be made.

P&C Facebook page - Renee Walls

Proposal raised of the benefits of having a P&C owned/run facebook page. This would allow for promotion of events, canteen specials, fundraising, meeting invites, updates. Discussion was had around administrating of page, security, current use of school page. Agreed action was to have further discussion with school prior to them approving.

Motions

[387 SRS Proposal to be accepted for 2021](#)

Status: Carried **Mover:** Tracy Egan **Seconder:** Jodie Shipway

388 Request for a further \$2390 which will payment for concreting of community cafe seating area near uniform shop.

\$4000 to be paid to school this term.

\$7202 to be paid over term 3 and 4 (\$3601 each term). This will meet our overall previously approved funding to school.

Status: Carried **Mover:** Tracy Egan **Seconded:** Leah Hartridge

389 Life Education

To be held in classroom and not in van

Status: Carried **Mover:** Tracy Egan **Seconded:** Zoe Griffin-Thomas

14. Applications for membership

No new memberships

15. Meeting Close

Meeting closed at 8:17 PM

[Next Meeting](#)

General Meeting

6:30 PM, Monday, 3 August 2020

MHSS Staffroom

Actions Summary

#	Title	Assigned To	Due Date	Completed
094	Online platform to use	Renee Walls	Wednesday, 22 April 2020	Monday, 8 June 2020
095	Source gifts/vouchers/hampers for M/Day raffle	Karen Puckeridge	Wednesday, 29 April 2020	Monday, 8 June 2020
096	JobKeeper	Renee Walls	Tuesday, 28 April 2020	Monday, 8 June 2020
097	JobKeeper - step 3 payments required	Leah Hartridge	Thursday, 30 April 2020	Monday, 8 June 2020
098	Expense monitoring	Renee Walls	Friday, 22 May 2020	Monday, 8 June 2020
099	Di Bella to supply barriers and umbrellas for cafe seating area	Renee Walls	Monday, 22 June 2020	
100	Relocation of P&C Shipping container	Renee Walls	Monday, 22 June 2020	
101	P&C Facebook Page	Renee Walls	Monday, 22 June 2020	