



Oxenford State School - P and C Association General Meeting Minutes

Date	20 th May 2019
Attendance	Kristy Lagana, Tracy Burger, Patric Brady, Sharmain Brauer, Dani Radley, Kerry-Ann Hodda, Melanie Pearson, Vipul Shah, Kirsten Forbes, Sue Clarke, Richard John, Nadine Coronel
Apologies	Cheryl Barry, Kirby Bentall, Kelly Anderson, Councillor William Owen-Jones, Chester Hiki, Mark Boothman, Melissa Graham
Meeting Chair	Kristy Lagana
Minutes By	Tracy Burger
Meeting opened	6:05pm

Meeting opened at 6.05pm with Kristy welcoming all members and new attendees to the meeting.

Minutes of previous meeting held on 29th April 2018 were presented as true and correct by Kristy Lagana.

Motion: *That the minutes of the previous General Meeting be accepted as true and correct.*

Moved:	Tracy Burger	Seconded:	Kristy Lagana	Carried:	Yes
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1. Business Arising from Previous Minutes held on 29th April 2019

- CBA bank account to be finalised with the change of signatories by next meeting in June 2019.
- Recycling Scheme information update will be discussed in General Business.

2. Correspondence In/Out

- Recycling Scheme Paperwork finalised and all information attached to minutes.

3. Presidents Report

- Kristy thanked all the amazing parents who have volunteered their time so far towards our fundraising events making some great profits. The Air con working group are making genuine progress with air conditioning now looking imminent. Kristy will be working closely with Mr Brady and Sharmain to discuss a draft letter proposal to send out to families and local businesses interested in donations towards the air con fundraiser and in return offering free advertising possibly on the fence of the school.
- The Survey has not yet been finalised due to commitments and priorities however Kristy extended her apologies for those waiting for the results which will be finalised and ready at the next P&C Meeting on the 17th June.
- The recycling bins for the 'change for change scheme' has been delivered. Staff and students will be provided with education and information on the scheme so that everyone is on board for this to be a successful money raiser towards Air conditioning. Further information will go out to teachers, and students will be briefed at whole school assembly.
- Thank you to all the volunteers & Mr Brady who helped at the Election Day BBQ on the 18th May. The P&C 'Thanked' Bakers Delight Oxenford for donating all the bread, Super Butcher Oxenford for donating x10kgs of sausages, McDonalds Oxenford for donating the ice and Oxenford State School for the Rebel Sports pack donation as a raffle.

- Other fundraising ideas for further discussion:
 - Holiday Raffle – (proposal to be submitted at the June 2019 P&C Meeting for discussion)
 - Colour Run – Students and Parents – (proposal to be submitted at the July 2019 P&C Meeting for discussion)
 - Spellathon
 - Wine and Cheese Night – Adults Only
 - Bogan Bingo – Adults Only

4. Treasurer’s Report

P&C Financial Report attached.

Motion: *The P&C Financial report is true and correct*

Moved:	Kristy Lagana	Seconded:	Tracy Burger	Carried:	Yes
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- The Election Day BBQ profit ±\$1346.00
- \$2900 monies raised from Mother’s Day Stall with a profit of approximately \$2000 after expenses
- \$1114.00± Raised in the Mother’s Day Breakfast which was a huge success and turnout.

A more in-depth presentation on the financials will be presented at the next meeting as Kelly and Melissa are away.

5. Principal’s Report

Attached ‘Oxenford State School Principal’s Monthly Report – May 2019 P&C Association General Meeting’.

Motion: *The Principal’s report is true and correct*

Moved:	Patric Brady	Seconded:	Dani Radley	Carried:	Yes
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Mr Brady presented the Principal’s monthly report and stated that this week was the week to recognise many people and groups in our school community in part of Volunteers Week. Patric acknowledged and thanked the many parents and community members who support and continue to support the school. P&C Day is on the 24th May and Patric thanked the P&C for all their hard work and support.

Quality Teaching and Learning

- NAPLAN has finished. We will start preparing for NAPLAN online in 2020. 2019 Student Reports will be available in September.
- School Choir – Fanfare
- Interschool Sport
- Bee Hive – Gold Coast City Council June 4, Year 4 and Year4/5 class to attend the session. The bee hive will be placed in the school on 7th June. These bees are stingless, and further details of where they will be placed will be provided closer to the time.
- James Henshaw – Band teacher being replaced by Mrs Sara Jameson. Monday will now be day of instrumental music – band. Apologies for any inconvenience this change may cause to families.

Know our Students

- Attendance data – 93.1%
- Semester 1 Report Cards are set to be sent to parents via email Thursday, 27th June.

School Culture

- Under 8's Day – Celebrate the Diversity of Languages
- Positive Behaviour for Learning Focus
 - Week 7 & 8 Be safe – Hands, feet and object
 - Week 9 & 10 Resilience
 - PBL Conference June 2019
- Teacher Transfer process for 2020 has opened. Teachers may request a transfer

Operational Matters

- Back burn in June School Holidays
 - Karen – Executive Principal Helensvale State High School, Patric to send an invitation to attend next P&C Meeting on 17th June 2017.

Key Term 2 Dates:

Interschool School	May 27, June 3, 10 & 17 (Year 4-6 students only)
Fanfare Regional Choir	May 27 (Senior Choir Students)
Whole School Assembly	May 31
Interhouse Athletics Carnival	June 19 & 20 (9-12 year olds)
Instrumental Concert	June 18
Oxenford Got Talent	June 27 – TBC
Term 2 Concludes	June 28
Term 3 Commences	July 15

6. General Business:

6.1 Oxenford State School Fundraising Committee Report:

No new matters arising or report updates.

Air con fundraising group met with Patric last week and the project goal is to have first install aiming for possibly September. The P&C still need to be mindful and motion into future repairs and maintenance agreement for future P&C moving forward.

6.2 Sharmain proposed whether the P&C would consider paying the donation for the rural fire brigade department who will do the back burning in the school holidays. Letters and correspondence will go out to all the neighbours and locals to inform them of the back burning to take place. Sharmain will provide the P&C with further information on the estimate of the donation but suggested that it be around \$1000.00. Kristy raised whether the school would be able to help raise the funds as it is a lot of money for the P&C to raise which requires long hours and commitment from our volunteers to raise extra money. Kristy proposed whether the school could do a dressup day for a gold coin donation. Further discussion into this will be presented at the next P&C Meeting.

6.3 Sharmain thanked the P&C and Sue for donating the larger sized excess school shirts to the cleaners.

6.4 Fundraising – Market Night, x9 stall spaces left, x5 food vendors. Melissa husband to put lights up to light up pathway. Kirby selling playdoh for P&C stall.

6.5 Disco is on the 21st June, Kirby arranging and further details to follow in the coming weeks and closer to the time.

6.6 Prize winners of the Election Day raffles: Grant won the Bakers Delight Oxenford raffle and Luke won the Rebel sports pack. Grant kindly donated his prize back to the school & the P&C discussed how this prize could be forwarded. It was decided that the Bakers Delight Oxenford Prize to be used in a raffle on the Market Night

Motion: *Bakers Delight Prize be raffled at Market Night*

Moved:	Richard John	Seconded:	Sue Clarke	Carried:	Yes
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- 6.7 Mark Boothman has kindly and generously committed to purchasing a new bbq for the P&C in June as a donation to the P&C.
- 6.8 Dani to catch up with Natalie to discuss whether the book fair has been booked for the 17th – 23rd August and if it can be opened up to the whole school in the library. Further details to be provided and discussions at next meeting.
- 6.9 Kristy opened to all members whether the P&C would consider paying towards the P&C Executive Team attending the Annual P&C Conference held later in the year. The costs will be approximately \$2000 for the 2½ day conference held in Brisbane. Kristy to gather further information to be presented for a decision.
- 6.10 Nadine discussed social networking events and whether the P&C would be interested in more information as these provide opportunities to parents and the school community to network. It was a welcomed idea by all members and further information will be sent through to the P&C.

7. Uniform Shop

Sue presented the P&C with samples of the reversible colour school hats. As a whole the P&C felt that it would not be practical for the reversible colours however it may be worth further discussion in the future to consider changing to a different fabric once existing stock has sold. The Prep information sessions held in August would be a good opportunity for the P&C to show parents the uniform and answer any questions around stock etc.

Meeting Closed:	7.10pm
Next Meeting	17th June at 3.15pm

These Minutes are endorsed as a true and accurate record			
Signed		Date	
Name		Position	