



Junior School Supporters' Group

MINUTES

General Meeting – Thursday 2nd February 2012

1. Meeting Opened

The meeting was opened at 7.30 pm by President Paul Hardie.

2. In Attendance

Paul Hardie, Alan Bradley, Allan Deacon, Justin Lawson, Cheryl Wegener, Jason Samuel, Wendy Kirkham, Marianne Connolly, Brooke Long, Juanita Rayner, Becky Mammen, Kylie Marschner, Sue Elliott, Sharon Langston, Kathy Lollback.

Welcome to Marianne Connolly and Cheryl Wegener.

Apologies

Antonia Lockitch, Julie Hardie, Patsy Lloyd.

3. Acceptance of Minutes from 3rd November 2011

Minutes accepted as true and correct. Proposed: Justin Lawson, Seconded: Alan Deacon.

4. Head/Deputy Head of Junior School Report

Marianne Connolly and Cheryl Wegener reported:

The start to the school year has been very smooth with the exception of the weather.

The Parent Information Evening and O'Reilly information meeting were well attended.

2012 is the National Year of Reading. The logo for this event, depicting a purple flower, is on display at many local libraries. St Paul's will be conducting many activities around this theme.

Activities include:



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- Vocabulary challenge. Each week, every class will present a word of the week which will be written on bricks and assembled to represent the building of a wall. The wall will be assembled outside F7 so please take time to have a look at the words the children put forward.
- Public Speaking for children from Year 3 – 6.
- Reading around Australia. Children can read books enabling them to score a tally that enables them to move around landmarks in Australia. Each child will be given a passport to record their journey. Prizes will be awarded.
- Parent Reading Skills Information night. This event is to be scheduled in February and will contain information about how you can help with reading at home and further develop these skills.
- Writer in Residence.

For your interest, Mem Fox is conducting a session about reading at the State Library on Thursday 16th February. Bookings are necessary. Further details will be posted in the Link.

Also, please watch the “Link”, for articles on reading as many will be included to lift the profile of reading.

Questions:

- A parent asked about the schedule of the Pre Prep building. Marianne advised that the handover is scheduled for the end of April.
- A parent asked if this will be the last school trip to O'Reilly's for the Year 6 children. Marianne advised that there have been some significant changes in the curriculum due to the adoption of the National curriculum however the O'Reilly's trip is still proceeding. Marianne thought that there may be confusion as the topic, Federation, has moved to Year 6 due to a curriculum change and the Canberra trip for Year 7 children has been cancelled. Other options are being looked into for the Year 7 children.

5. Treasurer's Report

Allan Deacon advised that the following money has been banked:

- Fancy Dress ball raised \$4,189.90

Funds were spent on Camping at St Paul's \$773.19 and Writer in Residence \$1000.

Committed Funds for construction project – sails and concrete \$12991 + Seats - outdoor settings and picnic benches (8) \$4,848 = \$17, 839.00.

The Junior School raised around \$1500 from McDonald's Day.

There are funds available of \$24914.96 before impending payments and ongoing commitments.

Uncommitted funds stand at \$575.96 as at 31 January 2012, plus funds to be banked from McDonald's Day.

Moved by Alan Deacon, Seconded by Becky Mammen.



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6. CPL Report

Julie Hardie reported:

McDonald's Day Lunch

On Tuesday 22 November the CPL's organised a McDonalds Day Lunch for the Junior School. Rod Chiapello from McDonalds Bracken Ridge donated all the lunch items – for \$5 the children could choose a seared chicken wrap or cheeseburger and a 250ml bottle of apple juice or water. They also received a bag of sliced apples and box of Arnott's cookies. The day was a huge success with \$1635 raised to go towards shade and seating in the Year 6 precinct of the Junior School.

Brooke Long reported that all classes have a CPL with the exception of 6R.

Marianne advised that the room where Japanese was taught in 2011 is available for meetings. This has become available as Mr Mackenzie Smith now teaches Japanese in the classroom opposite the staff room. Mrs Harle has set up one room with desks one room with gym equipment. This move was made to bring the specialty teachers back within the Junior School area.

7. Correspondence

Kathy Lollback reported the correspondence since the last JSSG meeting and passed around the folder for Committee Members to view:

This included correspondence regarding:

- Thank you to Mc Donalds Bracken Ridge for their support of CASP
- Thank you to Netball Supporters' Group for iceblocks
- New Parent Morning Tea representation
- Farewell to Block 4
- Paul Browning thank you to Paul Hardie, Julie Hardie and Kylie Graham
- Marianne Connolly thank you to Paul Hardie, Julie Hardie and Kylie Graham
- Thank you letter from Paul & Julie Hardie
- Thank you letter from Cheryl Wegener
- Thank you letter from Heather – Books4PNGKids
- Viro lock placed on JSSG shed
- White Calendar drafts for Semester 1, 2012
- Payment for Graduation Booklet
- Concrete and shade sail quotations and approval
- TICK
- Thank you from Mrs Bolton for hosting 2011 Writer in Residence.



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- Thank you letters and cards from children at St Paul's in recognition of receiving awards / gifts at the Celebration of Achievement:
- Serena Chern
- Caitlin Alletsee
- Andre Van
- Lachlan McTaggart
- Zoe Roetteler
- Nick Whyte
- Zoe Thomas
- Toby Deane
- Oscar Keir

Action Items arising from November meeting:

Item	Status
Advise school families regarding the 2012 book list online ordering system	Completed
Follow up 2012 fee letters to families	Completed
Purchase new Junior School banner with the new school logo	Banner design is in progress with a school representative and will be ready soon
Send out The Association agenda via JSSG distribution list	Completed

8. Sports Programs

- The JSSG will run the Athletics Development Day this year.

Action: Alan Bradley to contact Rowena Harle to arrange a date for the 2012 Athletics Development Day.

- Swimming Club starts Friday night.

9. Other Supporter Group events

Music Supporters Group Trivia Night – Friday 2nd March.

- Doors open at 6pm, play from 6.30pm – 10.30pm @ PEC. Tickets are \$15 for adults and \$10 for children available from the music reception.



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10. Other business

Association Meeting

- Retail Shop will continue to sell second hand uniforms as there was no support to stop.
- Uniform Supply tenders have been received. The coordinator is confirming current pricing with existing suppliers then the process will proceed.
- An application for a grant has been lodged with the State Government to install lighting on the tennis courts. The courts would be open to families and available for use if the lighting of the courts grant is approved.

Marianne informed the group that Wayne Hampson, former coach of Pat Rafter and from Coops has been employed by the school. Wayne is a great tennis coach and has currently been employed to coach the Senior school tennis teams. The students are getting really good tennis coaching.

There will be a Cricket Tour in June / July and the Cricket Supporters' Group (CSG) have approved \$7500, which is \$500 per child for gear and kits for the tour. It costs approximately \$6,500 for each family to send their child on tour.

New Families BBQ will be held on the 10th February. The Association are pleased with RSVPs of about 200 – 75 families. There was some discussion if the weather is bad whether to remain in the same location, but the area has been assessed as having enough undercover spaces in newly landscaped area.

The 2012 School Fair was originally scheduled to be held on Saturday August 25th so if you have diarised this event, please check your entry as it is now on **Sunday 26th August starting at 11am.**

2011 Retail Shop & Tuckshop Financials

Retail shop profit \$102,977 vs \$86,300 in 2010

Tuckshop loss \$38,792 Vs budgeted loss of \$23,216. Loss of \$21,041 in 2009 and \$27,968 loss in 2010 respectively.

In 2011, of every dollar of profit made in the Retail shop, almost 40% was lost subsidising the Tuckshop.

The mandate of Tuckshop is not to make money but it has a clear mandate to break even.

The president is conducting a review with the Tuckshop Convener, looking at the menu and stock items and he reported that he had the review in hand.

The committee discussed constructive approaches to assist the Tuckshop to turnaround current losses.

Ideas offered included:

- This may be an opportunity to reinstate a Tuckshop Committee.
- Reviewing the total number of hours for paid staff now Vs 1 year ago.
- Operating on the principle that user pays to stop cross subsidisation of profits from Retail shop
- Investigate benchmarks for Tuckshop financials.



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- Review current margins re cost of goods sold \$286,927 Vs Sales \$389,973 to see if it matches benchmarks.
- Parent support options
- Review why losses have nearly doubled over 3 years.

Representatives from the JSSG would like to continue to see this matter raised at the Association Meeting with a view for the Tuckshop to achieve its mandate.

2012 School Fair

Welcome to Helen Duncan.

Helen has taken on the role of 2012 Fair Convener. Helen advised that again the fair will be a whole school fair.

The Fair was introduced to the school 4 years ago as community building exercise and the children had such a great time that it was decided to run the event every 2 years.

In 2012 the fair will be held on **Sunday 26th August** from 11am – 4pm. There will be rides, stalls, entertainment from each year level in the Junior school and the older children will perform various musical acts.

In 2010, Kylie Graham organised the Junior School stalls and we are now seeking someone from the Junior school to help organise the stalls. Kylie will have lots of notes to help the convener. The CPL's also assist organising stalls for each year level. For example, the CPL's may ask parents to donate items for stalls. This happens in a coordinated way across a period of time so it is not all left to the end. The Fair coordinator will work closely with CPL coordinator – Brooke Long. Two staff members also assist with the fair preparations, Aasta Thomson and Sarah Slade.

Fair meetings are held once a month and the Fair coordinator may send a written report or attend the meeting.

In the senior school each house will run an activity eg, soccer shoot out, dunk the teacher.

All catering will be done by the Association.

There are also plans to have a fun run in the morning, (yes, you can walk if you choose).

If you are interested in taking on the Fair Coordinator role please advise Helen Duncan or Brooke Long. Need to know by end of February.

Action: Brooke Long to send out communication seeking a Fair Coordinator.

In 2010 the funds raised were split between giving a donation to a mission in Vanuatu that our school works closely with and refurbishing the toilets and showers at the pool. The 2010 fair raised approximately \$45,000, however it is also meant to be a fun day and help to build community spirit.

In 2012 it is envisaged that the funds raised will go towards both a school project and a percentage will be given to a charity, possibly the Vanuatu project to help them set up a medical centre.

The first fair raised money to establish the computer room.



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Uniform Swap

A New Families evening will be held on the 10th February. If you have any excess uniforms that new families can purchase please drop them to the reception in the Tooth Building.

All donations will go towards the Learning for Life Smith Family student that is sponsored by the Junior School Supporters' Group.

Shade / Seating Courtyard Project

The new Shaded / Seating courtyard will be named the "JSSG Courtyard". This project will be built in the space near F6 and F7. There will be a 3m "L" shape concreted around the tree that was planted in memory of a child who passed away. Triangular red and green shade sails will be installed to provide the maximum shade area possible. Tables with bench chairs and singular seating similar to the seats in the undercover walkway will also be installed. This project will provide another shaded seating area for children to use to eat their lunch or work outside the classroom.

The JSSG Executive did a flying minute over the holidays and approved this project in principle pending full committee support. Some of the executive asked for the project to be shaded.

Paul Hardie asked the committee to move a total expenditure of:

Sails	\$8859
Concrete	\$4132
Seating	\$4848
Total	\$17,839

Paul Hardie asked if anyone opposed the project. There was no opposition to the project. All committee members agreed unanimously.

Paul Hardie moved that total expenditure be ratified. Seconded by Becky Mammen.

Action: Marianne Connolly to contact Pat Green to organise the JSSG plaque.

TICK

The letters requesting submissions for the TICK have gone home. **Thank you to Libby Patrick** for offering to be Tick Editor, it is greatly appreciated.

Other Business

- The McDonalds Day lunch raised approximately \$1500.
- A parent contacted a JSSG Committee member to advise the need for a wheel chair to transport sick children to the carpark. Marianne advised that the school does have a wheel chair and that it is available from the Tooth building if required.



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- The next meeting is Annual General Meeting. Currently there are the President, Vice President and Treasurer roles to be filled. Anyone interested in taking on a position, please complete a Junior School Supporter's Group, NOMINATION FORM - 2012 (attached to end of minutes) and return to Kathy Lollback, Secretary, via the JSSG Correspondence box in Mrs Abbot's office by 28th February.

- Car Park - request Police presence double parking, parking people in,

Action: Marianne Connolly to request Police presence in car park.

- A parent asked if there could be a review of the placement of speed bump on the straight as some cars are swerving into the two minute zone to avoid having to drive over the bump and it is a bit dangerous.

Action: Marianne Connolly to contact Pat Greene requesting a review of speed bump on the straight.

- A parent spoke of concerns of the volume of traffic in the car park due to all students finishing at 3.10pm instead of a staggered departure time. Marianne advised that in previous years when children had a staggered finish time parents complained to teachers about children arriving at the pick up zone at precisely the correct time. The staggered finish was implemented to assist with the car park traffic volume however the teacher's can't guarantee an exact arrival time as many factors affect this including coming from specialty classes. The Teacher's felt frustrated and the school made a decision for everyone to finished at 3.10pm. Marianne said she is happy to review

Action: Marianne will ask Pat Green to advise the construction workers to leave prior to 2.30pm or after 3.30pm to assist with the flow of traffic in the afternoons.

Action: Paul Hardie to write to Paul Browning to advise of afternoon car park congestion.

- Jason Samuel reminded the school that the arrows in two car parks have not been painted out.

Action: Marianne will ask Pat Greene to follow up regarding painting over the arrows in two car park spaces.

The next meeting, the AGM, will be on Thursday, 1st March 2012 from 7.30pm and will be held in the Library.

Meeting closed at 9pm.



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ACTION TABLE

Contact Rowena Harle to arrange a date for the 2012 Athletics Development Day.	Alan Bradley
Send out communication seeking a Fair Coordinator.	Brooke Long
Contact Pat Green: <ul style="list-style-type: none">• to organise the JSSG plaque for the new courtyard.• requesting a review of speed bump on the straight• advise the construction workers to leave prior to 2.30pm or after 3.30pm to assist with the flow of traffic in the afternoons• to organise painting over the arrows in two car park spaces	Marianne Connolly
Request Police presence in car park.	Marianne Connolly
Write to Paul Browning to advise of afternoon car park congestion.	Paul Hardie

ST PAUL'S SCHOOL (BALD HILLS) SUPPORTERS' ASSOCIATION INC.

Notice of Annual General Meeting

of the Junior School Supporter's Group

to be held on Thursday 1st March 2012

Notice is hereby given that the Junior School Supporter's Group of St Paul's School (Bald Hills) Supporters' Association Inc. will hold its **Annual General Meeting** on **Thursday 1st March 2012 at 7.30pm in the Library**. All supporters are welcome to attend this meeting and are eligible to both nominate for committee positions and vote on the election of these officers.

Nominations are invited for the following positions on the committee:

President

Vice-Presidents (x2)

Secretary

Assistant/Minutes Secretary

Treasurer

Committee members

Nominations should be made in writing on the form below and lodged with the secretary by **Tuesday 28th February 2012**. All nominations must be proposed and seconded by persons eligible to vote at the subsequent elections.

St Paul's School (Bald Hills) Supporters' Association Inc.

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NOMINATION FORM - 2012

Please complete and return this form to the secretary via JSSG Correspondence box in Mrs Abbott's office by **Tuesday 28th February 2012**.

POSITION: _____

NOMINEE: _____

(Print Name and Signature)

NOMINATED BY: _____

(Print Name and Signature)

SECONDED BY: _____

(Print Name and Signature)