



ST PAULS SCHOOL
34 STRATHPINE ROAD
BALD HILLS, QLD 4036

GENERAL MEETING AGENDA

Date/Time	Tues 18th April 2023
Venue	F7, 6pm
Attendees	
Apologies	

1.	Welcome & Apologies	
1.1	Welcome and Apologies	Nicole
1.2	Confirmation of previous minutes	Nicole
2.0	Presentations	
2.1	Junior School Update	Marianne
2.2	President's update	Nicole
2.3	Treasurer's report	Lisa K
2.4	Swim Club update	Colleen
2.5	SPSSA Update	
3.0	Correspondence	
3.1		Lisa P
4.0	Business Arising from Previous Minutes	
4.1	Swim Club Sink	Rob
4.2	A-Frame purchase	Rob
4.3	More information on next stage of Wildlife corridor	Wendy

4.4	Disco - feedback	
4.5	Prep families unable to access/ know how to use Flexischools	
5.0	Upcoming Events	
5.1	21st April - Canteen at Interhouse Cross Country Carnival <ul style="list-style-type: none"> Yr 3 Volunteers 	Kym/ Wendy
5.2	26th April - Second Hand Uniform Sale	
5.3	9th and 11th May - Mother's Day Stall	Nicole
5.4	Athletics Canteen – Thurs 8th June	Kym/ Wendy
5.5	Under 8's day – Fri 16th June	
5.5	Bush Dance – 6th Oct	
5.6	? Movie night/ parent social night <ul style="list-style-type: none"> ? movie through Clickview if just the kids Roxy was to look into some options 	
6.0	New Business/ Action Items	
6.1	Family Directory	Bobbi-Lee
7.0	Next Meeting	
7.1	Mon 5 th June 6pm St Paul's - F7 Please submit proposed agenda items to: minutessecretary@jssg.org.au , or post in the FB group!	

Previous Meeting Minutes

Date/Time	Monday 6th March 2023, 6:06pm
Venue	F7
Attendees	Cheryl Wegener, Nicole Stevens, Bobby-Lee Norton, Lisa King, Lisa Parker, Kylie Stephan, Rob Leanord, Kym Miller, Christie McIntosh Brown, Lynelle Woodrow, Ruxandra Preda, Koren Jolly, Miriam Kohl, Lacey Attridge, Alex , Yosha Chang, Wendy Marston
Apologies	Marianne Connelly, Colleen McArthur, Amanda Barratt, Jen Loy

1.	Welcome & Apologies	
1.1	Welcome and Apologies	Nicole

1.2	Confirmation of previous minutes Lisa Parker, Kym Miller	Nicole
2.0	Presentations	
2.1	Junior School Update <ul style="list-style-type: none"> • Parent- Teacher interviews complete – good uptake • Reminder of ongoing open-door policy to meet at anytime • Reading competition great success – Thanks! <i>Boek won!</i> • Swimming carnival – great success • Camps and excursions and incursions have taken place <ul style="list-style-type: none"> ○ Henny Penny ○ Prep went to Australian Ballet ○ Yr 4 – history incursion • NAPLAN starting next week • Disco upcoming • 1st Parent partnership event upcoming – since covid– Targeting on Preprep to grade 2 - focus on reading 	Cheryl
2.2	President's update <ul style="list-style-type: none"> • Swimming carnival was amazing! Lots of volunteers and home bake • Overspent on SC Canteen – Spent \$1000, but slushie man invoice not yet to come in and be paid <ul style="list-style-type: none"> ○ Additional that needs to be approved - \$259.12 ○ Motion – moved <i>Lisa K, and seconded by Lisa P</i> • Slushies were a success <ul style="list-style-type: none"> ○ \$82 from flexischools, Approx \$600 sold on the day ○ costs - \$350 for hire + cups and straws- ○ ? consider lid sin the future • Canteen checklist being formulated • Would like to buy High -Vis vests – for JSSG volunteers at events <ul style="list-style-type: none"> ○ can buy from Kmart for \$10 each ○ consider pink to not clash with other vests worn by staff etc ○ Motion to buy 20 in varying sizes - approved ○ <i>moved - Kylie S, seconded Lisa K</i> • <i>Added later - ? to buy in second colour – 5 yellow, 15 pink to identify coordinators</i> 	Nicole
2.3	Treasurer's report <ul style="list-style-type: none"> • Unallocated SPSSA funds from 2022 being worked through - unsure if does belong to JSSG • Current Balance \$50, 696.03 • Remaining core commitments for 2023 - \$8,250 which is the majority of the core commitments. • Already getting close to the allocation for the Mothers' day stall – currently approved from \$4.5K. Already spent \$4,054.76 • <i>Nicole reports: Still have bags to buy, will not fit in budget. Bobby-Lee still looking for most cost-effective supplier.</i> • Motion to increase funding to buy bags for both the mothers' and fathers' day stall. Asking for \$800 <ul style="list-style-type: none"> ○ <i>Moved Lisa K, seconded Lisa P</i> • Swim carnival canteen around \$1850 in profits + eftpos settlements • \$1365 spent thus far on Disco 	Lisa K

	<ul style="list-style-type: none"> Last Uniform stall yielded \$886 Awaiting on accurate figures for swimming club as only have figures from start of 2023 (ie not including end of last years taking) 	
2.4	<p>Swim Club update – sent in as Colleen an apology</p> <ul style="list-style-type: none"> One more night of swimming, then breakup on 19th at 3pm - Pizza instead of BBQ – flyer and pizza order form ready to go. Trophies and towels been ordered and received by GoldStar Embroidery. <ul style="list-style-type: none"> Awaiting payment – Aware Lisa King has already asked SPSSA treasurer to prioritize payment to they can start on embroidery (thankyou). Not heard back from Dylan Malloch re: school colours for swimming cap design – no progression – to follow up Some recent issues with behavior in a small group of children – looking for ways to address this with parents and children – would like consultation with Marianne as how to approach Chantell (lifesaver is free next Friday, but unsure re: Sun 19th. Not yet been paid for this year – Lisa P following up with Michelle Fraser (thankyou!) ? sink progress – see below in 4.0 	Kylie as Proxy For Colleen
2.5	<p>SPSSA Update</p> <ul style="list-style-type: none"> Bobby-Lee and Nicole attended last meeting – idea flagged about merging multiple sports groups, due to uneven opportunities – although not received favorably. Was considerable discussion about bringing in a facilitator to redefine what the aim/ purpose of the SPSSA is. Currently, majority of members in SPSSA are presidents of the multitude of smaller supporters group, so no ‘general’ or overarching aims of the committee, or projects as a committee Previously Tuckshop and Uniform stall were run by SPSSA – but the school took these over with plan that the money would be funneled down to supporter groups. School currently gives a grant of \$500 to each supporter group to assist in their activities Need additional members at AGM to meet Quorum. Currently scheduled for 28th March. But ? may need to be delayed. Have been asked to ensure that we are over our governance 	
3.0	Correspondence in	
	<p>SPSSA – Association Constitution 2016 with updates DJ Steve – confirmed payment Volunteer forms from new members</p>	Lisa P
4.0	Business arising from previous minutes	
4.1	<p>Swim Club Sink</p> <ul style="list-style-type: none"> Jason was to contact plumber to get quote – awaiting on update 	Rob
4.2	<p>Microsoft Team account – Rob research update</p> <ul style="list-style-type: none"> Paid until next years for all of our accounts Hybrid meetings can be tricky, should be either F2F or all online. Currently stick with face to face meetings, unless there are any changes we can have 	Rob

	online as a backup – limit of 1hr, but can set up a second meeting for the second hour if needed	
4.3	<p>More information on next stage of wildlife corridor</p> <ul style="list-style-type: none"> • Working with ecomarines and Mr M-S. • Looking at gauging for interest for going for a walk to show community what is down there. Will be waiting until it cools down • For can and bottle recycling at disco – fund for buying tubestock for koala corridor. • Plan to work with Cody from Land for wildlife – to identify some pest species that are present that may take over if not managed earlier. The plan will be to then in plant with species • To do display at Disco to give information – Kym to bring wooden tree. For some posters and collection buckets. Awaiting on some posters from ? ecomarines 	Wendy
5.0	New Business/ Action Items	
4.1	<p>Purchase of A-Frame Board</p> <ul style="list-style-type: none"> • 2 options - \$190 from Officeworks, or from retail directfor \$94.80 + \$51 shipping for with clear plastic cover • <i>Motion for \$145.80 – Nicole approved, seconded Lisa P</i> 	Rob
4.2	<p>New Convenor for Mothers' and Fathers' Day Stall</p> <p>Mother's Day stall</p> <ul style="list-style-type: none"> • All stock come in • Just need to finalize gifts to how they are to be offered/ presented • Rob – happy to organize the flexischool ordering and orders • Need someone to run it on the Tuesday – 9th May. Will seek permission to set up on Friday 5th May ? just need to ensure the building is free (ie currently Dance Troupe will be there) • FSUR needs to be completed – for tables etc • Christie kindly offered to run the event on Tuesday. Alex also kindly offered to help. Nicole has offered to sort the eftpos machine • Nicole can run it on Thursday 	Nicole
	Bobby-Lee Suggested doing feedback from volunteers – to get their voice and suggestions about what worked and didn't work	Bobby- Lee
6.0	Upcoming Events	
6.1	<p>Junior School Disco – 17th March</p> <ul style="list-style-type: none"> • Disco committee - meeting regularly online with Rob, Koren, Wendy, Jennifer Loy • Starting on decorations – still need to purchase majority of this • Nil concerns/ issues yet with preparations • Both eftpos machines been organized • Disco stock about half purchased – bought surplus stock. • Lolly bags to be done. • Needs to purchase Easter eggs (?heritage band – nut free) • Not bought any prizes – unsure if will do prizes – do have some leftover glowstick easter ears. To look at leftover colour run prizes – may be able to repurpose • 2 blow up easter bunnies purchased from spotlight. Needs to be collected (Click and collect) – to be used for ongoing discos 	Nicole/ Rob

	<ul style="list-style-type: none"> • Nicole to purchase BBQ needs and remaining decorations • Working on checklist and jobs list for future events as well as risk assessment • Discussion regarding inside/ outside – the challenges it provides, but doors need to be shut for safety • For wristbands etc on Flexischool –Bobby-Lee has Wristbands – supplier BSG – but likely enough • Discussed if should offer presales for the BBQ. Decision to not have preorders – just buy on the night. Committee to decide on numbers. • ? excess meat - for BBQ or try to give to sport supporters group for canteen • Volunteer coordinator would be useful – to induct volunteers and give out vest when they arrive – keep a list. 	
6.2	Swim Club – end of Season Awards – 19th March <ul style="list-style-type: none"> • See 2.4 	Colleen
6.3	Carpark Raffle <ul style="list-style-type: none"> • Lisa to do on Sneak peek day • To get A-frame 	Lisa
6.4	Canteen at Interhouse Cross Country Carnival - 21st April <ul style="list-style-type: none"> • No high school this year so smaller canteen needed • Suggestion to not do homebake • To stick with zooper doopers, chips (leftovers from disco), lolly bags, drinks • Athletics carnival also in term 2 this year 	Kym/ Wendy
6.5	Next Term events	
	<p>26 April – Second hand Uniform Stall - <i>Yr 4 volunteers</i></p> <p>21 April - Cross Country Carnival canteen - <i>Yr 3 volunteers</i></p> <p>9 & 11 May - Mother's Day Stall - <i>Yr 2 volunteers</i></p> <p>15 June - Athletics Carnival canteen - <i>Yr 5 volunteers</i></p> <p>17 June - Under 8's Day - <i>Yr 1 volunteers</i></p> <p>Nicole looked into costings for a movie night – but too expensive at \$2000 just to get a movie there</p> <ul style="list-style-type: none"> • Some general suggestions - can use clickview if just children – works around the royalties issue • Also then concurrently - the parents can do an outdoor social/ engagement night • Roxy offered to look into ideas <p>Noted that prep parents are unaware how to use Flexischools</p> <ul style="list-style-type: none"> • ? for parent information on Seesaw 	
6.6	Bush Dance <ul style="list-style-type: none"> • Kids to start learning dances in sport • food vans 	
7.0	Next Meeting	
	<p>Tuesday 18th April 2023 - 6pm</p> <p>St Paul's - F7</p>	

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Meeting Closed – 8pm