General Meeting – May 2016

Date: 20/05/2016

Meeting Opened at: 9.00am

Attendance: Belinda Biggs, Toni Ellis, Catharina Patterson, Bianca Emerson, Zoe Hudson, Bronwyn Burgess, Simone Howard

Apologies: Monica Ale, Lyn Barton,

Minutes of the Previous Meeting:
Motion moved that the minutes from the previous meeting be accepted.

Moved: Bianca Emerson  Seconded: Zoe Hudson  Carried.

Business arising from previous meeting:
Nil

Motion moved to accept business from the previous meeting be accepted.

Moved:  Seconded:  Carried.

Postage: Received

<table>
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<tr>
<th>Date</th>
<th>From</th>
<th>Contents</th>
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<tbody>
<tr>
<td>11/05/16</td>
<td>CBA</td>
<td>Statement</td>
<td>Belinda</td>
</tr>
<tr>
<td>20/05/16</td>
<td>Various</td>
<td>Fundraising Brochures</td>
<td>Toni</td>
</tr>
<tr>
<td>Various</td>
<td>P&amp;Cs QLD</td>
<td>Invitations to Regional Meetings</td>
<td>Bianca</td>
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<tr>
<td></td>
<td>Riverfeast</td>
<td>Invitation to participate</td>
<td>Bianca</td>
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Note: A P&C Association Mail Register (i.e. a book) has been established at the school office. Any P&C office bearers that wish to check the received mail and take possession of any particular items must provide relevant details in the mail register. All received mail that has not been previously collected and registered will be collected and registered by the P&C Secretary and subsequently distributed at each monthly P&C meeting.

Business Arising from Correspondence:
- Regarding last month’s brochure on reusable lunch bags: There was discussion about the hygiene aspects of using reusable bags, when they might not always be washed properly, or might remain in school bags. Decision made not to proceed.

Motion to accept the Correspondence Report.

Moved: Belinda Biggs  Seconded: Bronwyn Burgess  Carried
Cheque Acct Bearing Interest

If this account has an attached overdraft limit or facility which is secured over your primary place of residence or over a residential investment property you should ensure that the property is insured in accordance with the terms and conditions of the mortgage. If you have any queries about your insurance cover you should contact your insurer. Information on property insurance can also be found on www.moneysmart.gov.au

Name: ELLIOTT HEADS STATE SCHOOL P AND C ASSOCIATION

Note: Please check that the entries listed on this statement are correct. For further information on your account including; details of features, fees, any errors or complaints, please contact us on the details above. Proceeds of cheques are not available until cleared.

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<td>01 May</td>
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Opening balance: $1,647.37 CR  Total debits: Nil  Total credits: $358.00  Closing balance: $2,005.37 CR

Your Credit Interest Rate Summary

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<tr>
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Note. Interest rates are effective as at the date shown but are subject to change.
Treasurer’s Report

Current balance: $2005.37

No formal report presented due to last month’s discrepancy still in the system. Ruth will be back soon and feels it is an unpresented cheque. Belinda will present April and May balances at the next meeting. Banked but not on this statement are: 2 x tuckshops; Mothers’ Day stall and raffle, approximately $500.

Toni said most presents were donated. If we want to get further donations, such as soaps to go with facecloths, we need to be out and about asking for donations, much earlier. Belinda said Faye Biggs is looking for cheap mugs (from Op Shops), perhaps Christmas mugs, to make more cactus gifts.

Costs coming up: Under 8s day and Toni’s Ponies. $340.00

Moved: Belinda Biggs  Seconded: Bianca Emerson  Carried.

Tuckshop Report:

- Tuckshop is still making around $160/week.
- This is down on previous years, possibly because many families are experiencing financial hardship.
- People are cooking treats, which is great, but we won’t sell them if parents don’t know.
- Toni has been given Facebook rights so she can post specials in a timely manner.
- We will need a new roster in Term 3, as some people are now no longer available.
- We need to put a reminder in the newsletter about:
  - Putting classes on bags
  - No longer selling yoghurt sticks or Ovalteensies
  - Need to take them off the menu and add 50c snacks, with some examples
- Zoe Hudson has offered to go to the QAST (Qld Assoc of School Tuckshops??) and see out what benefits there are in joining. We have been members in the past but found we did not have the buying power to benefit from their specials, but it may be useful in getting some healthier ideas into the tuckshop.
- Bianca will organise a tuckshop meeting on a separate date (after Ruth returns) to discuss:
  - New roster (please remember everyone is a volunteer and we need to be mindful of the feelings and the different capabilities of our helpers.)
  - Survey of parents regarding ideas for the new menu and advising of the government restrictions.
- Felicity said she had to be mindful of the expiry date of frozen meals such as Nachos. We have Taco boats coming up. Mix has only been in the fridge about 3 months so should be okay if used soon.
- Pies in freezer can go out on Athletics Carnival Day.
- There was discussion about how students could collect their treats, as many forgot they had the extra 50c to spend, or can’t find it come lunchtime. Suggestions included:
  - A 50c token in the lunch bag, that was paid for with the child’s order, and could be handed in when the snack was collected at lunch time.
  - Students bring their bag up, to show they’ve paid for a snack (like they do with Milo or and Ice Block) and collect it.
  - Simone asked if we used https://www.flexischools.com.au/ to accept payments for tuckshop. It was felt that our school was too small, but that we could facilitate a cash account, with parents placing $50 at a time in their tuckshop account, with weekly orders being subtracted.

Motion to accept the Tuckshop Report.

Moved: Toni Ellis  Seconded: Bianca Emerson  Carried.
Fundraising Report

- **ATHLETICS CARNIVAL**: Pie van has been booked. Orders need to go out by 3rd June and returned by Friday 10th June, so that orders can be placed by the following Tuesday. Costs:
  - Meat pies ($2.45) $3.50
  - Chicken pies ($2.55) $3.50
  - Large Sausage Rolls ($1.55) $2.50
  - Cheese & Spinach Rolls $2.50
  - Party pies $0.80

- **TRIVIA NIGHT**: Deleted from calendar to concentrate on Car Boot Sale/Mini Fete

- **ELECTION**: 2nd July. Cakes/lamingtons (Toni to negotiate with Breeze Café to see if they can compete with the likes of Woolies), Sausage sizzle (Ruth & Larry) and Raffles (Belinda)

- **CAR BOOT SALE/FETE**:
  - Give Belinda’s mobile for bookings
  - Look into Rides and Slides/Toni’s Ponies/other amusement outfits, to get best deal for our clientele.
  - Class Stalls
  - Entertainment such as Kara James Vocal Academy; Tony (from Centenary entertainment)
  - Cake stall (cake box comp?)
  - Pick a stick
  - Bottle Stall
  - Monster raffle
  - Approach Masonic Lodge for the sausage sizzle
  - Felicity will ask some stall holders at Shalom if they want to have a stall

- **BOWLS CLUB**: Toni is going to try and connect with the ladies at the Bowls Club re baking, making jams and relishes, etc. Maybe organise a game of barefoot bowls. Felicity said Friday nights and Sundays were best.

- **NAIDOC DAY**: Only outlay might be for bush tucker tastings. Other activities are supported by Kepnock SHS. Proposed date is 20th July.

- Thank you cards generously being made by Bronwyn Burgess. (Thanks Bronwyn ☺️). Toni to organise to get them out to donors such as Oven Hot Bread, Breeze Café, General Store.

Motion moved to accept the Fundraising Report.

*Moved: Toni Ellis  Seconded: Felicity Morley  Carried.*

**Principal’s Report**

**CURRICULUM FOCUSES 2016**

- **English**
  - Effective teaching of reading
  - Dr Carol Christensen Early Years Literacy Program in Lower School
  - Rotary Readers and Reading Links Program for students needing additional support
  - Maths: Number strand, including the use of Maths warm ups

- **Kids Matter**:
  - Social and Emotional Learning: You Can Do It program
  - School Wide Positive Behaviour Support
## CONFIRMATION
### BANK RECONCILIATION
#### Summary

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<tr>
<td>New Reconciled Transactions</td>
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<td>Reconciliation Reversals</td>
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<td>Closing Reconciled Balance</td>
</tr>
<tr>
<td>Unpresented Cheques &amp; Other Payments</td>
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<td>Uncleared Deposits &amp; Other Receipts</td>
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<td>Closing Balance in the General Ledger (Cashbook)</td>
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<td>Closing Reconciled Balance</td>
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<td>Payments &amp; Direct Debits not yet processed</td>
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<tr>
<td>Receipts &amp; Direct Credits not yet processed</td>
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<td>Closing Balance on the Bank Statement</td>
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Prepared by

Authorised by

Print Date: 02-May-16 7:51 PM
SCHOOL:
ENROLMENTS: Increasing
- We will reach 105 students next week.
- Regional Office has been contacted to advise of growing numbers, but it is unlikely we will receive an extra teacher.

FACILITIES
- SSIP (School Strategic Infrastructure program) has been submitted:
  - Division of D4 and D3 into 2 rooms
  - Refurbishment of the office and staffroom
  - Hall or Enclosure of the Undercover Area
  - Toilet Block and sewerage works
  - Playground beautification including tree removal, drainage work, retaining wall, paving and artificial turf
  - Cover the tennis court
  - Staff Carpark
  - Refurbishment of C Block
  - Nature Play area at bottom of oval

WORKFORCE:
- All Teacher Aides full time teacher aides undertook classroom management training yesterday.
- We are now employing Miss Christie an extra day/week to take charge of the reading program.
- Miss Taryn doing Teaching Prac at East SS for 4 weeks. Debbie Brauer relieving.
- Mrs Lee on LSL two weeks. Belinda relieving. No replacement for Belinda as yet.

FINANCE
- Balance as per Bank Reconciliation Confirmation 30 April: $102,491.02

STUDENTS:
- Mid-term Level Rewards Day held last week. Most students had reached Silver.
- Gold reward at Lake Ellen on the last day of term. P&C to provide watermelon. Students bring own lunch.
- Captains attended the Mayor’s Chaplaincy Breakfast last Friday
- We have Taped Chappy to the Wall and raised $210 for our school’s chaplaincy program.
- Ashanti Wachler and Lachlan Brown were chosen to Represent Bundaberg on the Cross Country Team. Regional Cross Country is on 31st May. Kelly is attending.
- Ashanti Wachler was chosen on the Regional U12 Girls Football Team to contest the State Titles, being held in Stanthorpe in mid June.
- Life Ed program was successfully completed.

OTHER
- Mrs Patterson undertaking two school reviews in Darling Downs Region in mid June. Mrs Brown is relieving.
- P&C donation of $1000 to go towards the purchase of BeeBots and ProBots for Technology and Coding.
- Teeny to contact Masonic Lodge to organise Rainbow for Girls Mother/Daughter meeting; 10 Aug@3:15pm
- Support for Ashanti Wachler to go to Region

MOTION: That the P&C support all students who reach representative levels:
  - District representation going to Region: $50.00
  - Regional Representation going to State: $100.00
  - State Representation going to Nationals: $200.00

Moved: Bianca Emerson  Seconded: Belinda Biggs  Carried.
DATES TO REMEMBER

WHAT’S HAPPENING AT EHSS

22 May  Regional Soccer Training-Ashanti
23 May  Miss Taryn on Prac @ East SS (4 weeks) Miss Debbie relieving Mondays/Tuesdays
24 May  Tuckshop. Lasagne and Salad special $3.00
26 May  Show Holiday
27 May  Newsletter
         Under 8s Day
         Mr Templeman on leave (Miss Debbie relieving)
28 May  Carpet being installed in D1 and D2
31 May  Tuckshop. Tacos special $3.00
02 Jun  11:30-1:40 Year 6 transition to Kepnock SHS
        Assembly
        Pie Orders go home
04/05 Jun Regional Soccer Training-Ashanti
06 Jun  Mrs Lee on LSL (2 weeks) Miss Belinda relieving.
06 Jun  Mrs Patterson completing two School Reviews in the Darling Downs
08 Jun  Teacher Aides @ Training: Ipad Apps for Speech Programs
10 June  Pie orders due to be returned
14 Jun  Pie orders due to Chics Pies
        Tuckshop special Noodles
16 June  P&C Meeting
20 Jun  Athletics; Miss Taryn back today
22 Jun  Report go home
23 Jun  Mrs P on LSL (2 days)
24 June Level Reward Lake Ellen
        Last day of term 2
02 July  Election Stall: Sausage Sizzle, Lammies & Raffle
11 July  Students and staff return for Term 3

Motion to accept the Principal’s Report.

Moved: Teeny Patterson  Seconded: Belinda Biggs  Carried.

Chappies Report: March-May 2016

General overview:

- **Brekky club**- I have had to drop brekky club back to one day a week due to the slowing demand, in the end we were wasting toast and fruit because students where forgetting that brekky club was on. Thursday has still been quick strong.

- **Tuesday Chappy Club**- The students love chappy club– together we talk and connect over some games, colouring-ins and some good stories.

- **Lunch with Chappy** – This is almost every lunch break with different students wanting to hang out and play games and eat lunch with the Chappy.

- **Supa Club** – This is going really well and is very popular with the grades 4-6 students. We have been constantly getting an attendance of about 10 students. The past few sessions have talked about loving and caring for others above yourself, this message has been well received by students.

- **Chappy week** – Tape a chappy to the wall fundraiser. This year to celebrate chappy week we are raising the much needed funds to support chaplaincy by taping me to the wall. This is a whole school event which has created much excitement thus far. The actual taping is happening on the 12 May.

- **Mayoral Breakfast 13 May** – This breakfast is supporting chaplaincy during chappy week. Student leaders and Mrs Patterson are attending to show their support.
**Core functions:**

1. **SOCIAL AND EMOTIONAL SUPPORT (Pastoral Care)**
   - Supporting parents/carers through difficulties
   - Connecting with students at break times
   - Meeting & talking with parents on a range of ways in which to support their child
   - One on one with students
   - Breaky club Tuesdays and Thursdays
   - Weekly chappy club on Tuesday lunchtimes
   - Assist in Art/English class
   - Assist when required the student support teacher

2. **SPIRITUAL SUPPORT IN THE SCHOOL COMMUNITY**
   - General appropriate conversations as they arise

3. **MENTORING**
   - General activities and interactions in the school community
   - Assisting when needed with disengaged student

4. **COMMUNITY DEVELOPMENT** (including donor nurture, church communication etc)

5. **EDUCATIONAL SUPPORT**
   - Support the Special education teacher

6. **EXTRA CURRICULAR ACTIVITIES**
   - P&C meetings
   - Planning meetings

7. **SU QLD TEAM CONTRIBUTION**
   - Fundraising and marketing with the team

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<tr>
<th>Professional Development</th>
<th>Professional Supervision</th>
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<td>Living wisdom – a seven week course at Coral Coast Church</td>
<td>Jo Koskela – 15 June 2016</td>
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**Next month...**

**Upcoming events/programs:**
- SUPA CLUB
- Kids games

**Church visitations/community engagement**
- Coral Coast Baptist
- Citicoast Church
- Oakwood Community church

**Key areas of focus:**

<table>
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<th>Newsletter item</th>
<th>Yes</th>
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<tr>
<td>Upcoming PD/Resources Required</td>
<td>Chaplaincy in-service days</td>
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<tr>
<td>Out of school</td>
<td>Living wisdom – a seven week course at Coral Coast Church</td>
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**Other issues for discussion** (ideas for the future, ongoing concerns, prayer points etc):

**prayer points:**

- Prayer for the families struggling with break-ups.
- Committed brekky club volunteers – so that when I am away attending P.D. it can still run with out me.
EHSS P&C Meeting Minutes

General Business:

Facebook Page Discussions:
- Zoe brought up the inability of parents to post on the FB page, to make communication a two way street, rather than just an information giving vehicle.
- As an example, a parent wanted to know what time lunch was, so she could bring something up for her child, but had to cut in on another post.
- Zoe also wanted to post photos. There was discussion about privacy issues, and not wanting to exclude some students from photos because of this.
- Photos can be forwarded to the school, who are happy to check and post if appropriate.
- There was discussion about monitoring posts, and not wanting posts to degenerate into a 'whinge fest'. This has happened in the past and is inappropriate and gives a negative tone.
- This might be able to be addressed by having an admin person approve posts before they are posted.

All items covered in other Reports/Discussions.

Focus for next meeting:
- Athletics Carnival 20th June
- Level Reward Day 24th June –Lake Ellen Park
- NAIDOC Day 20th July
- Car Boot Sale 27th July

Meeting Closed: 11:00am

Next meeting: June 16th at 9.00 am

Signed: ..........................................

P&C President