Opening and Welcome: Meeting Opened at 7:10pm

Present:
Executive: Tony Lee (President), Stuart Mullins (Vice-President & Business Services Sub – Committee), Alan Smith (Secretary), Joanne Bassingthwaighte (Deputy Treasurer)

Sub Committees: Cathy Burton & Warwick Trafford (Swim Club)
Nicole Walters (Spirit Committee)
Rodney Lapworth (Building Maintenance)

Staff: Andrew Duncan (Principal)

Parent Body: Greg Thomas, Debbie Brown, Peter Keogh, Tracey Tinney, Sharon Rodgers, Daniela Virzi, Seath Holswich

Distinguished Visitors: Norm Wyndham (Councillor for McDowall)

Apologies: Cindy Hill, Janelle Lee (Spirit Committee), Tracey Davis MP, Margaret McKinnon (Deputy Principal), Anthony Jones.

Previous Minutes: To be placed on to the web site.

Moved: Rodney Lapworth Seconded: Nicole Walters

Business arising from previous minutes:
None

Correspondence:
Inward:
Brisbane Grammar School
NEiTA – National Teaching Awards
Other items are listed on the Correspondence Inwards Schedule

Outward:
None

Treasurers Report: 12th APRIL 2011

As the Treasurer was not available to attend the meeting the President presented the Treasurer’s Report as follows:-

There have been no significant issues or transactions during April. However, I am pleased to advise that we received our first quarterly payment from Camp Australia ($8,250). This is in line with forecasted income from OSHC.

Our cash position remains strong at $125,000 (incl. the $47,000 term deposit), however with the end of swimming season we would expect a reasonable level of expenditure as is usually the case at this time of year.

I expect at the next P&C meeting that I will be able to outline a proposed expenditure budget for the school for the purchase of technology etc similar to last year. I am very mindful of the need for the P&C,
at least in 2011, to balance the budget. As I foreshadowed in the February meeting running continual deficit budgets is not sustainable.

I have noted that our receivables (money owing to the P&C for things like rent etc.) is starting to creep up and I will, over the coming month, undertake further review of this and ensure we are receiving timely payments. It is one thing to show a profit and another thing to actually receive the monies due. At the moment receivables are currently sitting at approx. $18,000, which represents nearly 15% of our cash position, so is quite significant.

The Profit and Loss position remained relatively steady on a cash basis during April.

Moved: Rodney Lapworth  Seconded: Stuart Mullins

Principal's Report:

1. CEP Letters Released Soon

   Year Level Wish List:
   • Prep – Outside play equipment and Outside Garden Beds
   • Year 1 - Big Book Easels, Big Books for shared Reading, PM Interactive Software
   • Year 2 - Additional Class sets of reading resources, PM Big Books
   • Year 3 - Blue Box (Reading Resource), Big Books of differing Genres, Graduated Cylinders for Maths, Cars and Star Level A Set 1 Box.
   • Year 4 - SRA Reading Kit + Maths Activity Box
   • Year 5 - Digital Scanner for electronic whiteboards + Reading Resource Box
   • Year 6 – Reading Resource Box and Writing Resources
   • Year 7 - SRA Reading Kit + curtains for Maundrell Terrace windows.

2. Lighting Project

Aspley State School recently received two government grants to support the installation of lighting to our school oval. We are currently in the process of communicating with our immediate neighbours and obtaining approval for this to be installed.

The lighting project is a community project aimed at supporting junior sport both within and external to our school. We envisage that our school and local teams will be able to train on our oval into the early evenings (no later than 7:30pm).

In summer the use of the lights will no doubt be minimal, this project provides a wonderful opportunity to enhance sporting opportunities for our students at a convenient location.

3. Beginning of Term 2 Main Events

   • P-2 Athletics – Friday 29 April 2011
   • Year 3-7 Athletics – Tuesday 3 May and Friday 6 May 2011
   • NAPLAN – 10–12 May 2011

4. Variation to School Routines

For P&C Endorsement:
• Qld Orchestra Year 3/4C and 4HL
• Wicked Musical
• Tyagulum Ridge Retreat Camp
• Bunyaville Environmental Ed Centre – Year 1
5. Explicit improvement Agenda 2011

- 3 areas – Spelling, Reading and Numeracy
- New Spelling Program
- New Reading Program
- Continue current Mathematics Program
- PAT R and M Testing and distance travelled analysis
- Focus on consistent pedagogy across P-7
- Administration Supervision and feedback

6. National Curriculum

- Aspley will commence full implementation of the national curriculum in January 2012.
- Education Queensland Programs for all state schools for English, Maths and Science.

7. One School

- Aspley to commence full implementation of One School in Term 3 2011.
- Teachers currently utilising One School for contacts, reporting, recording of whole school assessment items (e.g. PAT) + timetabling.

Andrew wrapped up his Report wishing everyone a Happy Easter and to think safety over the holiday period.

The Membership recommended to the Executive and Andrew that each CEP item be listed and costed so that the Members and Parents can see where the money has been spent.

It was agreed that the recommendation be implemented.

**Moved:** Rodney Lapworth  **Seconded:** Warwick Trafford

**President’s Report:**

In summary the matters presented to the Meeting were:

1. Swimming Club is in the process of advertising for a new coach.
2. The President noted the efforts of the P&C Co-ordinators taking over the rolls in implementing:
   - Online ordering
   - Credit card facilities
   - Year 7 roster being completed
3. Fun Day events are being planned for the Tuckshop, for example, an Italian Day.
4. Uniform Shop will have online ordering and EFTPOS facilities.
5. Ordering of stock is currently under review.
6. Looking at providing two computers to allow access in the Uniform Shop and Tuck Shop to allow the Co-ordinators access to the accounting system to enter data of the days trading giving up to date information.
7. It is planned that three meetings will be held in the year so that parents can meet with the Co-ordinators.

**Moved:** Rodney Lapworth  **Seconded:** Stuart Mullins
Subcommittee Reports:

Business Services:

- A meeting was held with the Co-ordinators to review the current progress and determine future needs in the Tuck shop and Uniform Shop.
- The Aspley State School website will have a survey to allow parents comment on the Tuck Shop to ensure it is on the right track.
- CEP will be out when Term 2 commences and will monitor collections and costs as the goal for collections is $16,000.

Moved: Rodney Lapworth  Seconded: Alan Smith

Building and Maintenance: Rodney Absent

1. The swimming pool heating controller has been adjusted to correct setting and a meeting with the suppliers will be held this Thursday to ensure the setting is correct.
2. The oval lighting supplier is to review the quote to refine details of the quote.
3. An impromptu working bee will be held on May 4-5 at which time the shed will be erected.
4. The Taekwondo Club has offered to clean around the Hall as they offered to assist the working bee on 4/5 May.
5. Will clear around the Maundrell Terrace sign as is not visible.
6. Trees around the Hall need the lower limbs to be removed.

Moved: Alan Smith  Seconded: Nicole Walters

Swimming Club:

The Swimming Club has finished their Friday meets and there will be no swimming until the Winter program commences on 23 May 2011.

1. Coaching

Position has been advertised on ASCTA and Sports People Websites. Closing dates will be 31 May with an anticipated start date in July/August. Nikki McKey will run the Winter program from 23 May 2011. Program details have been sent to all members and advertised on the Website

2. Committee Vacancies for next season

Large number of positions are vacant for next season. Email has been drafted for members to make them aware of this situation and to call for nominations. This has been sent to Andrew Duncan and Tony Lee. Waiting on approval to send out.

Sue Mitchell will complete the accounts till end of April then will hand back to P&C treasurer.

3. Brisbane Premiership

Aspley had a great victory in Third Division with almost double the points of the 2nd place Club. We have been promoted to 2nd Division for next season. I have received an invitation to attend the BSA awards presentation on 1st May to collect our trophy and prize money.

4. Annual Dinner and Trophy Presentation

30 April at Kedron Wavell – Blue Pacific room. Organisation well underway with over 180 acceptances so far. Trophies have been organised.
5. Financial Position

The Swimming Club financial position is as follows:

1. High interest account balance as at 31 March 2011 - $31,725.21
2. Cheque account balance as at 31 March 2011 - $20,830.65
3. February and March 2011 coaching fees to be paid
4. GST to be paid - $1,614.80
5. Paid Aspley State School for hire - $2,800
6. Estimated closing balance of the Cheque account - $5,000.

The President thanked Cathy Burton for her work in Chairing the Swimming Club and Nikki McKey for her services to the Swimming Club and that a letter of thanks is sent to the Swimming Club Committee and to the swimming coach.

Moved: Rodney Lapworth      Seconded: Warrick Trafford

Spirit Committee:

• Two Community Coffee Mornings have been held.
• Parent network is working well.

Moved: Rodney Lapworth      Seconded: Alan Smith

Motions on notice: None

Registration of New Members:

The following member applications were approved:-

• Cameron Lawson
• Samantha Best-Lawson
• Sharon Rodgers
• Ben Keogh
• Tracey Tinney
• Peta Lapworth

Moved: Rodney Lapworth      Seconded: Nicole Walters

General Business:

1. Oval Lighting

The President advised that the neighbours had received a letter informing them of the installation of the oval lighting system on the western bank and the Principal also undertook a door knock to request feedback of their concerns.

The aforementioned process was confirmed by the legal division of Education Queensland who advised that the P&C had met all legal requirements in notifying the neighbours.
Aspley State School  
Parents & Citizens Association  
MINUTES  
General Meeting Tuesday 12 April 2011, 7:00 pm  

There are three neighbours who have indicated concerns with the intended lighting system. The President along with the Principal is addressing those concerns with the residents and will keep the members informed of the progress of those discussions.

2. Formal School Uniforms  
The School and P&C will seek input from the parents as to specific use of the formal uniform, for example, when to wear the sports uniform.

3. Endorsement of Payments  
The following payments for the reimbursement of expenses incurred on behalf of the P&C were endorsed by the Meeting:  
- Rodney Lapworth - $609.45  
- Janelle Lee - $192.72.

Date of next Meeting:  Tuesday, 10th May 2011  
Closure:  8:17pm