Opening and Welcome: Meeting Opened at 7:15pm

Present: Tony Lee (President), Anthony Jones (Treasurer), Stuart Mullins (Vice-President & Business Services Sub –Committee), Alan Smith (Secretary)

Sub Committees: Warwick Trafford (Swimming Club)
Nicole Walters and Janelle Lee (Spirit)
Rodney Lapworth (Building and Maintenance)

Staff: Andrew Duncan

Parent Body: Cindy Hill, Susanne Brough, Seath Holswich, Peter Keogh.

Distinguished Visitors: Tracy Davis MP

Apologies: Norm Wyndham (Councillor for McDowall), Margaret McKinnon, Greg Thomas, Debbie Brown, Sharon Rogers

Previous Minutes: a) General Meeting

Accepted and to be placed on to the web site.

Moved: Alan Smith Seconded: Susanne Brough

b) Special Meeting

Accepted and to be placed on to the web site.

Moved: Anthony Jones Seconded: Stuart Mullins

Business arising from previous minutes: None

Correspondence: Inward: Various fund raising activity letters

Outward: None

Treasurers Report:

1. Cash Position

There has been a 10% decline in our cash position from last reporting period with around $77.5k in our high yield account (same), $23k in general account (down from $38.5k) and $5.5k in swim club general account.

A key difference in the cash holding was GST paid.
Our receivables have increased again to just under $10,000, however this is normal given the recent completion of the school holidays and we expect these to reduce in time for the next reporting period. We are also due to receive another $8,000 or so from the OSHC program shortly which will be our final cash payment for the school year.

Outstanding liabilities remain small.

2. Business Lines Report

The EFTPOS machine and flexishools printer have been received and full online capabilities should enhance income from the tuckshop/bookshop.

The bookshop and tuckshop have reported solid results since the restructure and with the aforementioned streamline of payments and the substantial amount of work undertaken by Bonney and Karen I believe that the decisions taken by the P&C at the end of last year have enhanced the financial position of the P&C while improving contribution to the students/parents.

3. Budget

As mentioned in my last report, the $10,000 has been paid to the school for the prep outdoor learning area.

Based on an examination of our current position and last year’s expenditure program (in particular noting the expenditure normally incurred in the bookshop in the coming months), I believe that there is sufficient scope to provide further support to the School (and I know Andrew will outline his requirements shortly).

4. Future Income

The P&C executive have had a key focus since earlier this year on looking to the generation of a high degree of passive income from school assets. This is based on the expectation of a lower ability to fundraise (as evidenced by the low CEP payments received this year).

I am pleased to report that the OSHC strategy implemented is performing well and we have recently had announced a nearly 10% in income to be received during the 2012 school year. We initially commenced at receipts of $35,000 and have now increased this income to $40,000p.a.

Moved: Susanne Brough  Seconded: Warwick Trafford

Principal’s Report:

1. Budget Position

Funds Available: $102,349

Of which:
• Approx $53,000 is received funding to pay for the Field Lighting Install.
• $45,000 is an equipment replacement provision.
• Term 4 funding is yet to come in - approx $40,000.
• One School Budget Overview Report Provided to P&C.
2. Variation to School Routines

- Strings Orchestra Music Fest 13 September
- Footsteps Dance Program (Fridays Week 1-8 Term 4)
- Interschool Sport
- Year 1 Nudgee Beach Excursion
- Year 3 Star Lab incursion
- Year 3/4C and 4HL Queensland Orchestra Performance
- Senior Band Music Fest
- Junior Band Music Fest
- Year 3 SeaWorld Trip
- As per term Calendar

3. National Curriculum

- C2C – Curriculum into the Classroom.
- Education Queensland’s response to the national curriculum.
- Allows teachers to focus on the ‘how’ to teach rather than both ‘what and how’.
- Delivered to teachers through One School.
- Aspley SS positioned well to commence C2C in 2012.

4. Congratulations String Orchestra

- Gold and Music Fest
- Mimi Versace received Adjudicator’s Award!

5. Senior Leader Process Commenced

- Seeking 2012 Senior Leaders.
- Due date for applications to be complete 25 November for award ceremony this year.
- All Year 6 students are eligible to participate.

6. 2012 Class Design/Staffing

- 2011 Teacher develop 2012 classes
- Parents can complete the Class Placement 2012 forms.
- We also utilise PAT M, PAT R, NAPLAN, Diagnostic Net, Behaviour, Report Card, Friendship Group and Past Class Groupings to inform

7. Website Upgrade!

- New Upgraded Website released last Friday
- Thanks Web Resource
- Thanks Annette Richardson.

8. Congratulations Annette R

- Annette Richardson works 2 days a week supporting Teachers with ICT and co-managing our system requirements at Aspley State School.
- She recently was successful in a position with Smart Classrooms (for 2 days a week) as a Senior Project Officer Learning Innovations Branch.
9. Quadrennial School Review

- Completed for 2011
- Four Year Strategic Plan.

10. Support from P&C

- $25,000 P&C Contribution
- Contribution to technology program at school (60 new computers purchased this year)
- Reading Resources - $22,000 purchased utilising CEP and other funds
- Year 7 Graduation
- Project Club $2000 requested for resources (List available)
- Enhancements to Stage Lighting System at hall
- Netball and Athletics Corporate identity
- National Curriculum implementation
- Minor Works.

Moved: Susanne Brough  Seconded: Cindy Hill

President’s Report:

1. Letter from Premier of Queensland

The President read a letter to the meeting from the Premier of Queensland in regards to the changes in the Public and School holidays – the letter to be placed on the school’s notice board and published in the next newsletter. The President encouraged those who are interested and have a view on the changes to respond to the Premier.

2. Meeting Member for Stafford – Stirling Hinchliffe

On Friday 12th of August, Stuart Mullins and I met with the Member for Stafford, Hon Stirling Hinchliffe, Minister for Mines regarding our school’s ongoing issues of not having a specific drop off zone. The Minister is sympathetic to the school’s cause and has requested that a letter be sent to the Minister outlining the problem and possible solutions. I am following up with the Minister with possible solutions.

3. Oval Lighting

To overcome the concerns of the neighbours to the oval lighting the school has –

- Acquired longer poles to give a greater height for the lights so as to focus them more on the oval.
- Acquired more expensive lights and covers to ensure the lights do not reflect on neighbour’s homes.

Aspley Hornets will review the lighting to ensure it is adequate for their purposes with a proposal to commence training for their 6 to 11 year olds to train on the oval three nights per week finishing their training sessions before 7:00 pm.
4. Aspley State School Finances

The financial position of the school has turned around which will allow for monies to go back to the school for the students benefit.

Moved: Susanne Brough  Seconded: Rodney Lapworth

Subcommittee Reports:

Business Services:

1. Tuckshop

To reinforce the Treasurer’s report and to clarify the current financial performance of the Aspley Shop (incorporating both Tuckshop & Book/Uniform shop) YTD we have the following:

<table>
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<tr>
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<th>($’000)</th>
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<tbody>
<tr>
<td>Income</td>
<td>76.6</td>
</tr>
<tr>
<td>Less Cost of sales</td>
<td>29.7</td>
</tr>
<tr>
<td>Gross Profit</td>
<td>47.9</td>
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<tr>
<td>Less Expenses</td>
<td>18.0</td>
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<tr>
<td>Net Profit from Operations</td>
<td></td>
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Expected costs to December 2011 include -

- The annual restock of approximately 19k;
- Salaries of approximately 6k.

This does not allow for any further income from either centre including prepayments for the 2012 year.

Further to recent meeting discussions on tuckshop marketing, a meeting has recently been held between Karyn, Bonnie from the Tuckshop and Janelle Lee with Sign Sculpt for signage to be placed outside the tuckshop. The quotation for 3 signs being:

1 @ 3m * 1.2m; and
2 @ 0.6m * 0.59 m)

A further quotation has been sought and the lesser bid will be progressed.

2. Swim Committee

The new season has started well and attendance for core business in the LTS category is going well. A number of squad swimmers have not returned this season due but the ranks are steadily filling from the juniors up. Budgets have recently been received from the Swim Committee and will be discussed in the coming weeks for integration into the P&C’s running budget.

More information will be forthcoming at the next meeting.
3. Web site Usage

The website has been redesigned and relaunched taking into consideration the analytics data of the last 18 months. The design has rationalised some of the information sprawl and consolidated the menu/navigation system to reflect common usage trends of the constituent audience.

The site has integrated the new Flexischool's tuckshop ordering system and is ready to go live once the tuckshop printer has been installed in the tuckshop. The Flexischool's system will be progressively expanded to incorporate the Aspley Shop the CEP and other online ordering initiatives in the future. The launch date will commence within the next week or so following initial testing with a selected group of parents.

We have introduced Google search capability for the internal site simplifying information search.

Usage continues to grow in a positive sense with well over 223,000 hits recorded in September 2011 and approximately 54,000 visits with an average page view per visit of 3 pages and an average visit time of around 10-11 minutes.

Our most recent newsletter statistics are as follows: Total emails: 477 Total successful: 441 Total opened: 253 Total click throughs: 493

Moved: Susanne Brough Seconded: Rodney Lapworth

Building and Maintenance:

- Oval Lighting - The oval lighting system has been installed and commissioned. A lighting audit confirmed what was received was in accordance with the order. There are still some minor issues with neighbours on the northern boundary. BRL are reviewing what other improvements can be made, for example, shades that will reduce the glare to neighbours; planting trees on the northern and western boundaries.

- Working Bee - A working bee is planned for Sunday 6 November 2011 to remove the mulch pile and to continue the clearing process around the school – a machine will be hired for mulching on the day.

- Tree trimming – trees around the hall are to be trimmed back.

- Sprinklers – Testing the sprinklers around the oval – BRL will repair on sprinkler broken during the lighting installation.

- Notice board to be placed in the Tuckshop.

- Prep – Discuss with the Prep teachers what would be their ideas for painting the concrete in the Prep area.

- Special pavers - Paving bricks to be used around the bell - other suggestions to be obtained.

- Water tanks are not filling – will arrange for the leaves to be cleaned out and for someone with a camera to look down the pipes.

Moved: Susanne Brough Seconded: Cindy Hill
Aspley State School
Parents & Citizens Association
MINUTES
General Meeting Tuesday 18th October 2011, 7:00 pm

Spirit Committee:

- Disco night was successful even though a number of patrons left early due to the hail storm.
- Community Coffee will be held on Monday 7 November 2011 – topic to be advised.
- A fund raising brainstorming session will be held on Thursday 9 November 2011.
- The P&C Christmas function will be held on 6 December 2011 – venue yet to be decided.

Moved: Susanne Brough
Seconded: Rodney Lapworth

Swimming Club:

- The swim season commenced on Friday 7 October 2011.
- We had 45 swimmers in attendance as opposed to 110 at our first club night last year.
- We have approximately 65 swimmers registered with the club so hopefully these numbers will build as the season continues.
- At this point in time we have 11 competitive swimmers as opposed to 63 last year.
- As a competitive club we will have little impact in the Brisbane swimming Association club competition.
- Our first Club based competition is on 5 November 2011 at Bracken Ridge and this is a round robin style competition with 3 other clubs from our division.
- As a result of the reduction in our numbers our volunteer base has also diminished and I am extremely thankful to those members who are willing to assist and now have to do that little bit extra in the interim.

Moved: Susanne Brough
Seconded: Rodney Lapworth

Motions on Notice:

A motion was put to the Committee to provide $25,000 to the Aspley State School.

The motion was carried.

Registration of New Members:
None

General Business:

- Our Member of Parliament, Tracey Davis, congratulated our Principal, Andrew Duncan, on his permanent appointment as Principal of Aspley State School. The committee was made aware that the Aspley Volunteers Awards nominations close on 28 October 2011 and Ms Davis requested that if there were any worthy candidates for their nominations to be submitted.
- The shade sails outside of the Prep area are to be removed to allow a review of their need and what effect their removal will have on the area.
- The Primary School Relay Swimming Championships will be held on 18 November 2011.
- Daniel Morcombe Day the school is looking at doing something on that day to show support to the family and the safety program that they are promoting.

Date of next Meeting: Tuesday, 15th December 2011 (last meeting for year).

Closure: 8:36 pm