Opening and Welcome: Meeting Opened at 7:10pm

Present:
Executive: Anthony Jones (President), Victoria Edwards (Vice President), Danny Power (Treasurer), Alan Smith (Secretary)

Sub Committees: None

Staff: Andrew Duncan (Principal), Brendan Smith (Deputy Principal)

Parent Body: Keryn Binney, Debbie Brown, Cindy Hill, Francis Hope, Sharon Iselin-Shea, Janelle Lee, June Reynolds, Craig Spink

Guests: Norm Wyndham (Councillor for McDowall), Sharon Rodgers

Apologies: Tracy Davis MP, Margaret McKinnon (Deputy Principal), Tony Lee, Nicole Walters, Warwick Trafford

Previous Minutes: Accepted and to be placed on to the web site.

Moved: Cindy Hill  Seconded: Andrew Duncan

Business arising from previous minutes: None

Correspondence:
Inward: Variety of fund raising

Outward: None

Treasurers Report:

Current Position
- Accounts have been reconciled to the end of September.
- There has been no unexpected movement in financial position since the beginning of the calendar year:
  - Cash at Bank $118,560
    - The P&C aims to keep an appropriate amount in cash to act as security for school emergency expenditure
    - Cash has reduced slightly in the past 2 months due to a number of large payments (CEP, School contribution, Donation to Vietnamese Orphanage). Cashflow is not consistent so the balance will rise and fall over the entire School year
  - P&C has committed $40,000 over the course of the year to the school
    - $20,000 in Term 1 (paid)
    - $10,000 by early term 3 (paid)
    - $10,000 remaining – will be paid during October
    - $8,325 CEP (paid)
    - $2,204 was donated to a Vietnamese Orphanage as a result of the Election Day fundraising activity
Aspley State School
Parents & Citizens Association
MINUTES
General Meeting Tuesday 22nd October 2013, 7:00 pm

- $20,000 School playground contribution
- During Term 4 we will look at financial position may consider other funding for projects, etc
  - Projected surplus for 2013
  - Continued focus is to derive recurring cash flows from school assets
  - Uniform shop, Tuckshop, Hall hire, etc

Current Cash Forecast

<table>
<thead>
<tr>
<th>Forecast Cash Movement</th>
<th>Forecast Cash Movement</th>
<th>Summary source Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>End Sept (Bal Sheet) &gt; Working account</td>
<td>$28,713</td>
<td></td>
</tr>
<tr>
<td>Remainder of year</td>
<td></td>
<td></td>
</tr>
<tr>
<td>After school care payment (expected)</td>
<td>$9,000</td>
<td></td>
</tr>
<tr>
<td>Estimated Tuckshop result</td>
<td>$6,666</td>
<td>$6,666 YTD to June Result</td>
</tr>
<tr>
<td>Estimated Uniform shop result</td>
<td>$71</td>
<td>$71 YTD to June Result</td>
</tr>
<tr>
<td>Pool Hire</td>
<td>$3,000</td>
<td>$1,000 Per month</td>
</tr>
<tr>
<td>Sale; Aspley Hornets</td>
<td>$818</td>
<td>$273 Per month</td>
</tr>
<tr>
<td>Sale; Bai Rui Taekwondo</td>
<td>$818</td>
<td>$273 Per month</td>
</tr>
<tr>
<td>Sale; Rhee Taekwondo</td>
<td>$682</td>
<td>$227 Per month</td>
</tr>
<tr>
<td>Lifeline Community Bins</td>
<td>$1,080</td>
<td>$360 Per month</td>
</tr>
<tr>
<td>Swim club expenses</td>
<td>($4,544)</td>
<td>($4,544) cost to June (excl one off)</td>
</tr>
<tr>
<td>Hall</td>
<td>($100)</td>
<td>($48) cost to June (excl one off)</td>
</tr>
<tr>
<td>RNA</td>
<td>($2,775)</td>
<td>($2,775) cost to June (excl one off)</td>
</tr>
<tr>
<td>Other expenses</td>
<td>($7,574)</td>
<td>($7,574) cost to June (excl one off)</td>
</tr>
<tr>
<td>Technology</td>
<td>($2,000)</td>
<td>$0</td>
</tr>
<tr>
<td>Final school transfer</td>
<td>($10,000)</td>
<td></td>
</tr>
<tr>
<td>School playground contribution</td>
<td>($20,000)</td>
<td></td>
</tr>
<tr>
<td>Expected movement</td>
<td>($24,657)</td>
<td></td>
</tr>
<tr>
<td>Forecast Balance - Working</td>
<td>$4,056</td>
<td></td>
</tr>
<tr>
<td>Websaver</td>
<td>$81,425</td>
<td></td>
</tr>
<tr>
<td>Forecast cash</td>
<td>$85,481</td>
<td></td>
</tr>
</tbody>
</table>

NOTE: The $20K school playground equipment contribution as agreed at the August P&C meeting is likely to require funding via the Websaver account.

Issues to Discuss

Tuckshop / Uniform shop
- The tuckshop and uniform shop both rely on one PC which is now out of date, slow and requires replacement
- Both shops require some form of stock control moving forward to ensure P&C funds are managed properly
- Propose a $2,000 technology fund be approved to replace out of date equipment and implement stock control.

Moved: Alan Smith
Seconded: Victoria Edwards
Principal’s Report:

1. Welcome to Brendan Smith
   - Second Deputy Principal
   - Brendan Smith
   - Term 4 2013

2. BOR - Presented

3. Christmas Appeal
   - Tegan George – Channel 10 is leading a Christmas Appeal for drought affected families.
   - Non-perishable items can be dropped at the office.
   - Please share with your networks.

4. iPad Classes Update
   - Letter of acceptance going home this week.
   - Classes full – 28 per class.
   - Christine Antoni and Paul Robinson taking the iPad Classes for 2014.

5. Resource Levy for 2014
   - Approval sought for Resource Levy 2014
   - $45 – all year levels per student.
   - For:
     - Reproduced class workbooks and teacher printed materials
     - Student Reference books
     - Art and CVraft supplies
     - C2C compulsory reading and novels
     - Choirs - $20
     - Sheet music, photocopying costs, piano accompanist, backing music
6. Facilities Update
   - Still awaiting this financial year’s funding to be distributed to schools.
   - Hall toilets issue – keep blocking up – contractor working on quote for permanent solution.
   - Maundrell Terrace Strip and Garden area + walkway repairs to early years playground – quotes complete, contractor appointed, works should commence in the next month.
   - Playground – Contractor appointed – being constructed but probably won’t be installed until first week of Christmas Holidays.
   - Direct to Market School – We have engaged the regional model for planned maintenance.

7. World Teacher’s Day Friday
   - Administration is putting on a breakfast for teachers.
   - Please share with your networks that it’s World Teacher’s Day Friday.

8. Term Four Calendar
   - Distributed – copy on School’s website.

9. Pedagogical Framework
10. Variations To School Routine for Term 4
   - Music Fest – String Orchestra + Concert Band
   - Footsteps
   - Friday Sport – interschool
   - Instrumental Students – Qld Symphony
   - Year 2 – Bunyaville
   - Year 6 – Bunyaville incursion
   - Swimming Carnival
   - Year 7 Graduation and Seaworld Trip
   - As per term Calendar

11. Community Engagement Framework
   - Staff currently working on Aspley’s response to CBE. Will be topic of next Community Coffee and presented for discussion hopefully by end of 2013.

12. NAPLAN Snapshot
   - An overview of the School’s performance in NAPLAN was presented by the Principal. Overall the School has improved in the upper two bands and is exceeding the National average.

13. Independent Public School
   - This afternoon the LCC endorsed the successful application to be an Independent Public School in 2014.
Aspley State School
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- Aspley State School will be an IPSAn overview of the School’s performance in NAPLAN was presented by the Principal. Overall the School has improved in the upper two bands and is exceeding the National average.

14. Drop Off Zone
- Funding has been received.
- No further information to hand.

Moved: Cindy Hill
Seconded: Debbie Brown

President's Report:
- Bonnie left on 12 October
  - P&C presented her with flowers and a thank you card
- Vacant position
  - Temporarily filled by Lucy Gazenbeek
  - Currently reviewing needs for 2014
  - Will advertise permanent position later this term
- Contingency
  - Plans being developed for business continuity
- Technology
  - Finalising new computer hardware/stock management system
Matters for Consideration:

<table>
<thead>
<tr>
<th>ITEM</th>
<th>APPROVAL REQ</th>
<th>FEEDBACK REQ</th>
<th>DATE REQ</th>
</tr>
</thead>
<tbody>
<tr>
<td>Due to points &amp; selected buys, we will receive a $70 gift voucher and a Christmas Hamper. We would like to purchase small gifts for the volunteers &amp; break down hamper if allowed</td>
<td>√</td>
<td>√</td>
<td></td>
</tr>
<tr>
<td>Launching 100% online in the tuckshop in 2014, a previous flyer has been altered.</td>
<td>√</td>
<td>√</td>
<td>ASAP Distribute MONDAY 18 NOV 2013</td>
</tr>
<tr>
<td>Back to schools hours for 2014. New flyer prepared</td>
<td>√</td>
<td>√</td>
<td>ASAP Distribute MONDAY 25 NOV 2013</td>
</tr>
<tr>
<td>Assistant Position to be filled; first day of shop trade is Tuesday JAN 21 2014</td>
<td>√</td>
<td></td>
<td>End of term</td>
</tr>
</tbody>
</table>

Other matters:

- Marsh indicated a review of minimum sums insured on various insurances for P&C’s is still being undertaken
- Updated information on accounting/audit standards P&C’s
  - We will work through these to ensure we are complying
- Review of the modern award covering employees and ensuring compliance with new pay scales
- Represented the P&C at the opening swim club meet

Moved: Alan Smith  Seconded: Debbie Brown

Subcommittee Reports:

Business Services:

No report.

Building and Maintenance:

Working Bees:

- T4 – Sunday 3 November 2013 from 8:00 am to 12:00 pm

Spirit Committee:

Please accept my apology for not being able to attend this meeting.

I wish to inform all P&C members that I have decided not to continue in the Spirit Committee Co-ordinator role for 2014. When I started in this role, I was only working part-time. But since then, my role has changed and I now work full-time, study part-time and all the other things in a
busy life. Therefore I will be stepping down at the end of the year. I will inform the rest of the School Community shortly looking for another person to take over my role.

Events completed and planned since last meeting:
- We have held a very successful Monster Garage Sale and Election Day BBQ. A huge thanks needs to go to all the wonderful parents, children and friends who assisted in this event, and Janelle Lee and committee for the excellent planning and work leading up to the event.
- Taylor swift raffle tickets are due at the end of the week. Sales for this raffle have been down from previous raffles, but hopefully a last minute rush on tickets this week will improve sales.
- Plans are in full swing for the 2nd Annual Christmas Craft markets being held on Friday 15 November 2013. This year we are hoping for over 55 stall holders providing handmade items and goodies. We will also have a variety of food and drinks available on the night to purchase and some entertainment still to be confirmed.

Swimming Club:

We have had another successful start to the season. Our first Club night attracted 104 swimmers and our second night 117 swimmers. We have welcomed 20 new families and 35 new swimmers to our Club and our numbers remain at around 135 swimmers.

We thank Andrew Duncan and Anthony Jones for attending our first Club night showing their support of the Club.

Our swimmers have been very busy attending meets throughout the winter season.

Over the next few weeks we have swimmers competing at Albany Creek, Pine Rivers, Lawnton and Nudgee to name a few.

The Club is attending a friendly meet with the Zillmere Electric Eels and Stafford Stingers swimming clubs on the 2nd November where we will be defending the Wayne Swan Community Shield.

Since the last P&C meeting there has been a change in the Swim Club executive. Due to increased work commitments Dr Russell Parry stepped down as Chairperson and I have agreed to fill this role for the remainder of the season. We thank Dr Parry for his efforts whilst in the Chair. Mr Greg Bradley has taken on the role of Secretary for the remainder of the season.

Moved: Debbie Brown
Seconded: Alan Smith

Motions on Notice:

1. Moved that the P&C Committee approve the acceptance of the Independent Public School offer made by Education Queensland – Approved.
2. The President moved that the P&C Committee approve the purchase of small gifts for the volunteers & break down hamper and issue appropriate flyer – Approved.
3. The President moved that the P&C Committee approve the launching 100% online in the Tuckshop in 2014 – Approved.
4. The President moved that the P&C Committee approve the issue of the new flyer for back to school hours for 2014 – Approved.
Registration
Of New Members: Application submitted by Sharon Rodgers and duly accepted.

General Business:

1. Minutes to be produced two weeks prior to the next General Meeting being held.

Date of next Meeting: Tuesday, 19th November 2013

Closure: 9:20pm