

Coorparoo Secondary College
Parents and Citizens Association - General Meeting Minutes
Monday 12th October 2015 – Staff Common Room, 1st Floor, Administration
Block

1. Meeting Opening and Welcome – 6.30pm

2. Attendees and Apologies

- **Present** – Georgina Kinchin (GK), Kristie de Brenni (KdeB), Dan Farelly (DF), David Brook (DB), Helen Lindert (HL), Kerri Phillips-Smith (KP), David McFadden, Amanda Korn (AK)
- **Apologies** –Judy

3. Confirmation of Previous Minutes: 14/09/2015

Moved: GK Seconded: KPS

4. Business Arising from Minutes

- James Cook University Internships (GK & DB) 3rd week of internship Parth Modi. Studying Masters in Accounting. Currently looking at development of budgets, cash flows etc. Program runs for 12 weeks. Data entry into MYOB.
- Judy has completed cert 4 in business management & is supervising staff, including Parth.
- Appointment of permanent Principal- currently at shortlisting stage.

Moved (DB)

Seconded (GK)

5. Correspondence In/Out Moved: HL Seconded: DB

In: (email)

14/09/15	P&C Qld- Board Announcement
16/09/15	Joe Kelly- Invitation to networking event 08/10/15
16/09/15	Williamsons re. outstanding invoice
06/10/15	Mitch Baker re. Sports Awards Night

07/10/15 Amanda Korn re. Agenda Item
07/10/15 P&C Qld News for P&Cs

Out: (email)

16/09/15 DB email to Williamsons re payment of invoice

In: (mail)

22/09/2015 Parmalet- alternative payment options (cheques)
09/2015 Bank statement & merchant fees (collected by DB)
06/10/2015 Everything Glows- fundraiser

Out (mail)

Nil

Moved HL Seconded GK

6. Treasurer's Report

- \$16,276.75 in canteen account.
- X2 large cheques out in last month.
- Still need a treasurer (&increase in P&C membership). Identified needs include social media, assist secretary, fundraising.
- New laws around digital (email) signatures
- (DB) Combis/Netbank available to view transactions, but need 2 people present so might as well keep cheque.
- (P&C) donating new blazers

Moved GK Seconded KdB

7. Principal's Report

Attached.

- Low number of adult enrollments is usual at this stage
- Annual presentations awards night coming up.
- Junior moderation next Monday- supports new teachers.
- Inclusive education center- Great Results Guarantee will become Investing for Success (I4S) (=Gonski). Focus on COGMED- cognitive ability and short term memory, DRA- reading, PROBE- reassess reading. Primary schools already implementing this approach. Programs planned to extend high end students. TRACK ED- for years 10, 11,& 12.
- United Nations Association Australia (UNAA) Qld Branch- leadership day 24th November.
- ?P&C able to offer leaders/captains from cluster (Star Alliance) scholarships for 2017....could be uniform pack or full scholarship.
- Facebook page created- opportunity to increase marketing by promoting school's page.
- KdB contacted Google because CSC not appearing on list of local schools- now no.1 search result.
- (DB) ?scholarship packs in Orientation Packs. (KdB)- can put into cluster schools' bulletins. Scholarship is currently \$300- (GK) has criteria. (KdB) to check if application form is on website.
- (GK) to send details of Perpetual Scholarship to (KdB)
- Attendance at open days is good- some kids still in Prep. Tours booked throughout year. Last tour 23rd Oct- (DB) to attend.

Moved KdB

Seconded DB

8. Arts Support Group.

Significant dates:

- Gala & Tread 27th, 30th Oct, 1st, 6th Nov.
- Raffle prize. Arts, dance, music
- Decorate foyer- need use of dry bar- expensive but would use frequently for functions to serve cheese & wine.
- Kids to bring a plate of food to share at the end.

Moved KPS Seconded GK

9. Chaplaincy Report

N/A

10. Local Member's Report

N/A

11. New Business

- Judy has sourced new uniform supplier. Also scarves & bumper stickers, pens to be available in uniform shop. ??put products in uniform/enrollment packs.
- (AK) Formal will cost \$100 per ticket- have held fundraisers to reduce costs to students, but still need \$564.30 for DJ 12th Nov. (DF) ?on top of EOY prizes, leadership breakfast etc (GK) Losses +++ for P&C this year. Will check bank balance & get back to (AK)
- Canteen needs volunteers for 3 weeks 25th Oct-13th Nov to cover leave. Liz to manage canteen but extra staff needed for food prep etc. (DM) offered help. Could run BBQ 7th Nov to cover DJ costs- a "red day". (DM) will BBQ.
- (GK) Uniform shop to open 7th Dec for orientation day (yr 6 enrollments). Before and after- suggest 7-9AM and 3-4 PM. Need to take 50% deposits to order stock.
- (GK) Attended networking meeting with Joe Kelly, covered planning, events etc. Need to plan strategically for 2016- integrate P&C budget with CSC. Also social media, events planning, year planner.
- Ideas for fundraising towards covered basketball and handball courts, tables for lunch around oval.
- CSS fete this Sunday- CSC has stand all day, from 11AM til 5PM. Captains and SRC to be involved- dance performance at 1pm.

12. Fundraising Activities

Planning.

- End of year Trivia Night- to be moved to first 2-3 weeks of term 1. Incorporate welcome to new parents, then Trivia Night approx. one month later.
- Musical- 3rd week of term 3. KP to contact Elaine.
- (KPS) Alternative Trivia Night e.g. Sound of Music- watch movie then answer questions, activities, good bags etc. Would need to consider royalties payable when selecting movie. Pay per ticket.
- (DB) ?Poker Night as fundraiser- hire equipment
- (DM) Motorised Scavenger Hunt ?at beginning of year for new families

13. New member applications

14. Next Meeting 12/10/2015 (due to pupil free day)

15 Meeting Closed 20.45 pm