

Minutes – General Meeting

Date & time: Monday 19th June 2023 7:00pm

Chair: Karensa Gock P&C Treasurer

Minutes: Cassie Wagstaff & Lauren Phillips - P&C Secretaries

Location: ONLINE ONLY

Meeting Opening

1. Welcome

Acknowledgement of Country
Apologies

Quorum: Yes

Meeting opened: 7:02pm

Attendees:

Microsoft Teams Attendees List		
Name	First Join	Last Leave
Cassie Wagstaff	6/19/23, 6:54:22 PM	6/19/23, 8:26:52 PM
Lauren Phillips	6/19/23, 6:59:22 PM	6/19/23, 8:26:52 PM
Karensa Gock	6/19/23, 6:53:09 PM	6/19/23, 8:26:53 PM
THATCHER, Lachlan (lthat4)	6/19/23, 6:58:38 PM	6/19/23, 8:07:52 PM
Alisha Busoli	6/19/23, 6:59:57 PM	6/19/23, 8:07:54 PM
CAHILL, Amy (acahi24)	6/19/23, 7:00:00 PM	6/19/23, 8:07:54 PM
Brad Aldcroft	6/19/23, 7:00:00 PM	6/19/23, 8:07:56 PM
Amie Baldwin	6/19/23, 7:00:02 PM	6/19/23, 8:07:43 PM
Cathy Howie	6/19/23, 7:00:03 PM	6/19/23, 8:07:58 PM
Caitlin Lau	6/19/23, 7:00:03 PM	6/19/23, 8:07:55 PM
Eli Puczkowski	6/19/23, 7:00:06 PM	6/19/23, 8:07:58 PM
Desma Hsu	6/19/23, 7:00:07 PM	6/19/23, 8:07:56 PM
Cristy Manzano	6/19/23, 7:00:09 PM	6/19/23, 8:08:11 PM
Cr Adelia Berridge (Guest)	6/19/23, 7:00:10 PM	6/19/23, 8:07:55 PM
Niamh Cawley	6/19/23, 7:00:10 PM	6/19/23, 7:11:54 PM
Nicole Nicholls	6/19/23, 7:00:12 PM	6/19/23, 8:07:57 PM
Patricia Castner	6/19/23, 7:00:18 PM	6/19/23, 8:07:54 PM
Mel Harbottle (Guest)	6/19/23, 7:00:18 PM	6/19/23, 8:07:58 PM
Patricia Castner	6/19/23, 7:00:19 PM	6/19/23, 8:09:53 PM
WOOLNOUGH, Hazel (Guest)	6/19/23, 7:01:04 PM	6/19/23, 8:07:54 PM
Georgie Roberts (Guest)	6/19/23, 7:01:47 PM	6/19/23, 8:07:34 PM
Sheena Larter (Guest)	6/19/23, 7:02:15 PM	6/19/23, 8:07:58 PM

Apologies: Cass Aldcroft, Karen Purdy, Mel Bennett, Stuart Houlston, Charlie Freeman, Tristan Baskerville

The SUPER SPEEDY SECTION – ie. READ before the meeting please!

2. Confirmation of minutes from previous meeting
May 2023

Amendments: N
Approved: Y

3. Correspondence
Refer to Register – see Att 1

Questions: N
Approved: Y

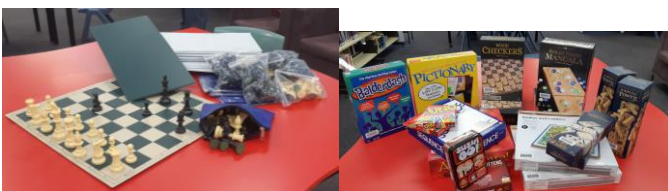
4. Matters arising from previous meeting
For more information refer to the Actions Register – see Att 2
(Please note: Only actions completed or progressing to be noted. Some actions with updates may be noted in their respective sections later in the meeting.)

4.1. \$2500 Composting Grant – Can the college provide an update on this one?

4.2. Uniforms update - *MICROFIBRE PANTS HAVE ARRIVED!*

4.3. Bernadette Power's R2 2022 Approved funding acquittal complete!

- The actions register, including attachments, was provided.
- The agenda highlighted notable actions related to matters arising from the previous minutes, specifically item 4.1 regarding the application for a composting grant submitted by the college last year.
- Karensa inquired if there is an outcome to be reported by the college during the meeting. Lachlan stated that he couldn't provide an immediate update but assured that he would seek the necessary information. **Action.**
- The arrival of microfibre pants in the uniform shop was noted, with positive feedback on their quality.



	<ul style="list-style-type: none"> The finalisation of Bernadette's discretionary funding acquittal from round 2 2022 was announced. <p>Questions/Discussion: N</p>				
<p>5. Table Executive Committee's Report and decisions</p> <p>Exec Decisions since last meeting</p> <ul style="list-style-type: none"> Approved expenses: <ul style="list-style-type: none"> Mother's Day, Reimbursement to Karensa Gock for mother's days restock from Reject Shop \$20.00 Mother's Day, Bayside Packaging, \$27.62 Mother's Day, Reimbursement to Karensa Gock for mothers days restock from Circonomy \$93.00 Bunnings SS, Coles, \$176.30 Bunnings SS, Woolworths, \$136.80 Bunnings SS, IGA, \$306.00 Stationary, Brother Printer Toner x 4 colours, \$470.00 Decisions approved: <ul style="list-style-type: none"> To approve 2x sponsorships for swim club totalling \$6,500 to assist in the purchase of the timing system – see swim club report section 8. 	<p>Questions/Discussion: N</p>				
<p>6. Treasurer's Report and Financial Statement</p> <p>See attached treasurer report – see Att 3 (includes the Connection Corridor Budget updates) and swim club allocations from the main account – see Att 4</p>	<p>Questions/Discussion: N</p>				
<p>7. Sub-Committee Reports and Financial Statements</p> <p>Swim Club Update– update from Chairperson Amie Baldwin– see Att 5</p> <p>Any business arising from Sub-Committee Reports and Financial Statements</p> <p>Business Bank Accounts</p> <p>CommBank have advised previous accounts for Swim Club are no longer operational and cannot be reopened. Therefore, two new accounts are required to be open as follows:</p> <p>Table 1 – Swim Club Bank Accounts Required</p> <table border="1" data-bbox="135 1429 949 2027"> <thead> <tr> <th data-bbox="135 1429 531 1496">Swim Club Main Account (2 to sign)</th> <th data-bbox="531 1429 949 1496">Swim Club Debit Account (1 to sign)</th> </tr> </thead> <tbody> <tr> <td data-bbox="135 1496 531 2027"> <p><u>Signatories as follows:</u></p> <p><u>Swim Club Committee:</u> Chairperson: Amie Baldwin Vice-Chairperson: McKinley Swift Secretary: Alisha Busoli Treasurer: Niamh Cawley</p> <p><u>P&C Executive Committee:</u> President: Cassandra Aldcroft Vice-President: Patricia Castner Secretary: Cassandra Wagstaff Assistant Secretary: Lauren Phillips Treasurer: Karensa Gock</p> </td> <td data-bbox="531 1496 949 2027"> <p><u>Signatories as follows:</u></p> <p><u>Swim Club Committee:</u> Chairperson: Amie Baldwin Vice-Chairperson: McKinley Swift Secretary: Alisha Busoli Treasurer: Niamh Cawley</p> <p><u>P&C Executive Committee:</u> President: Cassandra Aldcroft Vice-President: Patricia Castner Secretary: Cassandra Wagstaff Assistant Secretary: Lauren Phillips Treasurer: Karensa Gock</p> </td> </tr> </tbody> </table>	Swim Club Main Account (2 to sign)	Swim Club Debit Account (1 to sign)	<p><u>Signatories as follows:</u></p> <p><u>Swim Club Committee:</u> Chairperson: Amie Baldwin Vice-Chairperson: McKinley Swift Secretary: Alisha Busoli Treasurer: Niamh Cawley</p> <p><u>P&C Executive Committee:</u> President: Cassandra Aldcroft Vice-President: Patricia Castner Secretary: Cassandra Wagstaff Assistant Secretary: Lauren Phillips Treasurer: Karensa Gock</p>	<p><u>Signatories as follows:</u></p> <p><u>Swim Club Committee:</u> Chairperson: Amie Baldwin Vice-Chairperson: McKinley Swift Secretary: Alisha Busoli Treasurer: Niamh Cawley</p> <p><u>P&C Executive Committee:</u> President: Cassandra Aldcroft Vice-President: Patricia Castner Secretary: Cassandra Wagstaff Assistant Secretary: Lauren Phillips Treasurer: Karensa Gock</p>	<ul style="list-style-type: none"> Karensa mentioned that the swim club subcommittee had been busy over the past month. She congratulated them on successfully hosting the BBQ at the Junior Athletics Carnival. The event had been well-received by all participants. Karensa also informed the attendees about the upcoming swim club working bee scheduled for the coming weekend. She requested assistance from anyone available, emphasising that many hands make light work. Amie confirmed that there was nothing further to add to the swim club update and proceeded with the motions. <p>Motion: To open a 2-to-sign business account to be operated by the Capalaba State College P&C Swim Club Sub-Committee on behalf of the Capalaba Amateur Swimming Club.</p> <p>Moved by: Amie Baldwin</p> <p>Objections: N</p> <p>Approved: Y</p> <p>Motion: To open a 1-to-sign business account to be operated by the Capalaba State College P&C Swim Club Sub-Committee on behalf of the Capalaba Amateur Swimming Club as the Swim Club Debit Card account.</p>
Swim Club Main Account (2 to sign)	Swim Club Debit Account (1 to sign)				
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	<p><u>Debit Cards to be ordered for:</u> <u>Swim Club Committee:</u> Chairperson: Amie Baldwin Secretary: Alisha Busoli Treasurer: Niamh Cawley</p>	<p>Moved by: Amie Baldwin Objections: N Approved: Y</p>
		<p>Motion: To reconfirm the signatories and CommBiz access, as per the AGM 2023, on the P&C Amateur Swimming Club Main Bank AND Debit Card Accounts as per Table 1 Moved by: Amie Baldwin Objections: N Approved: Y</p>
<p>Fence Signage – section 1 - Motion</p>		<p>Motion: To accept and approve the cost of \$1034 for two signs to be created and installed for the Capalaba Piranhas Amateur Swimming Club by Wild Web Print & Sign. Moved by: Amie Baldwin Objections: N Approved: Y</p>
<p>Terms of Reference – section 2 – see Att 6 – Motion</p>		<p>Motion: To endorse Capalaba Piranhas Amateur Swimming Club Terms of Reference. Moved by: Amie Baldwin Objections: N Approved: Y</p>
<p>Budget – section 3 – see Att 7- Motion</p>		<p>Motion: To accept and approve the budget for the FY 23/24 season for the Capalaba Piranhas Amateur Swimming Club Moved by: Niamh Cawley Objections: N Approved: Y</p>
<p>Canteen Flooring – section 5 - Motion</p>		<p>Motion: To approve the sponsorship arrangement to supply and install of fence signage for Andersens Flooring for a term equating to value of donation minus \$617 retail value of sign and \$882/year fence advertising space. Moved by: Amie Baldwin Objections: N Approved: Y</p>
<p>Working Bee 24th June – section 6 - Motion</p>		<p>Motion: To approve the cost of \$517 incl GST (P&C cost price) for one sign to be created and installed for Andersens as part of the sponsorship agreement. Expense to occur only after successful installation of the flooring accepted by the College. Moved by: Amie Baldwin Objections: N Approved: Y</p>
		<p>Motion: To approve the expenditure of \$154.28 using the P&C Bunnings Trade account for the items listed in the table in</p>

	<p>June swim club report-which will be used for the working bee. Moved by: Amie Baldwin Objections: N Approved: Y</p> <p>Questions/Discussion : N</p>
<p>8. Second-Hand Uniform Shop – hold update until next Term, finalising onboarding for our new coordinator Caitlin Lau</p>	<ul style="list-style-type: none"> • The update on the second-hand uniform shop will be deferred until next term. • Caitlin was online so took the opportunity to also introduce herself. She is currently getting to know the role and will update next meeting. • Appreciation was expressed to Caitlin for taking on the role. <p>Questions/Discussion: N</p>
<p>9. Scholastic Book Club – update from Co-ordinator Nicole Nicholls</p> <p>Issue 4 2023</p> <ul style="list-style-type: none"> • Sales \$67.00 • Rewards \$10.05 <p>Issue 4 of BookClub orders have been placed. After book fair, book club sales are always quiet but unfortunately we only had \$67 in sales giving us \$10.05 in rewards. As of term 3 we will be returning back to receiving catalogues for every student. Trialling online only proved unsuccessful. So, hoping we can gain back some great numbers returning to our old process.</p> <p>Book Fair Report:</p> <ul style="list-style-type: none"> • Sales \$3,505.00 • Rewards \$838.00 <p>Book Fair ran from May 17th through to the 19th. We had an amazing turnout with support from so many wonderful families in our school community. We had a successful book fair with \$3505 in sales which gave us \$838 in Scholastic Rewards.</p>	<ul style="list-style-type: none"> • Nicole gave a verbal update which included the written update in the agenda. • She invited the P&C committee to ask any questions. • Cassie commended Nicole on her successful book fair, especially with a baby in tow. Thank you for all you do Nicole!!!! <p>Questions/Discussion: N</p>

B

<p>The College and Campus Principals'</p>	
<p>10. College Principals' Report – see Att 8</p> <p>Includes standing agenda item of Anti-Bullying</p>	<p>Principal Notes:</p> <ul style="list-style-type: none"> • Lachlan mentioned that there were only four days left for Year 12 students, who were feeling the stress of exams. • Students recently celebrated their 100-day countdown. • The term had been busy with market days, book fairs, and carnivals, with great weather contributing to progress on the hall construction. The foundation for the tiered seating was taking shape. • Lachlan mentioned the contributions of two deputy principals. <p>Trent Perry, the deputy principal for grades 3-6, highlighted students' engagement in making learning visible through learning</p>

	<p>walls. Learning walls served as visual aids for students to compare their work and identify areas for improvement. Students had shown growth in their ability to identify next steps. Adrian, the high capacity teacher, had restored an old loom machine, and students were engaged in looming.</p> <p>Elliott Duncanson, the deputy principal for grades 8-11, mentioned students' active engagement in various opportunities, such as drama club, Deadly Choices, dance teams, debating, chess, and high-performance sports.</p> <ul style="list-style-type: none"> • Year 11 students were focusing on respectful relationships, consent, and human rights. • Year 11 cultural group members had an outstanding performance at the Senior Campus Assembly. • Leadership camp for Year 11 was upcoming, and planning for 2024 events had begun. • Microfibre pants are now in stock, and there had been a healthy uptake. Increased sales were expected after the holidays due to cooler weather. <p>Questions/Discussion: N</p>
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The FUN stuff

<p>11. Projects and Initiatives</p> <p>11.1. Connection Corridor</p> <ul style="list-style-type: none"> • Yarning circles Junior and Senior Campuses • Jubilee grant / Tree planting • Revegetation <p>11.2. Mural Artwork / Floor Paintings</p> <ul style="list-style-type: none"> • Containers for Change update <ul style="list-style-type: none"> ○ Action RQD: Stuart H to lock in date for Term 1 winner's prize. ○ Next drive is 21 June. ○ 1 or 2 volunteers needed for Term 2 drive. Required 21 June, 8am to 11am. If you can help for an hour or three, please let us know on treasurer@capalabascpandc.com.au 	<p>Connection Corridor Notes:</p> <p>Karenza noted Zoya not online to give an update so asked to hold over until the next meeting. Cassie mentioned there was an update in the Actions register regarding yarning circle.</p> <ul style="list-style-type: none"> • No one has taken over the role, so Karenza is still looking after this for now – please contact treasurer@capalabascpandc.com.au • Due to a family illness, the scheduled rewards day on 10/1 couldn't proceed. • Tina, a Cycle Two teacher, requested to reschedule the reward day for early Term 3 or Week 10 of Term 3, and Karenza will make the booking accordingly. Action. • The winners of the drive on Wednesday need to agree on the date. • The containers for change provider, Advanced Metal Recyclers, informed that they require collecting over 7000 containers per drive to continue providing bins. • Currently, 36 bins are delivered, but not all are fully filled, mainly on the senior campus. • On the junior campus, there are an average of two bins per class, totalling 36 bins.
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- Wave of Change Program update
 - Educational/curriculum component of the Wave of Change Program emailed to Lachlan and Stuart on 11 April. Suggested it would be good for the environmental club or similar club to engage in however it is up to the college to participate as they see fit.
- Subgroup update – *update from Co-ordinator Cathy Howie*

11.3. Toilet Transformations Project – *update from Co-ordinator Cristy Manzano*

*** Need to determine what infrastructure works are planned for the College Toilets from the College's plans **Action.**

11.4. Wish List (Discretionary) Funding

[R1 2023](#) closed – closed 8th June – acquittal due by 15th November 2023

SEVEN APPLICATIONS RECEIVED FROM BOTH JUNIOR CAMPUS AND SENIOR!

Summary included in attachments – full applications were sent out separately by Cass Aldcroft on 15/06/2023 - See Att 9

R2 2023 – closes 7th August – acquittal due by 21st February 2024

- Currently, they are collecting only half of that, primarily on the junior campus.
- If the senior campus joins in, they may exceed the required number.
- There are also scheduled drives for Term 3 and Term 4.
- Although the schedule was provided earlier to AMR, Wednesdays and Thursdays are fully booked for them.
- For the upcoming Wednesday's drive, the bins will remain on campus until Friday morning when they will be collected.
- On Thursday, the bins will be moved from within the playground to outside gate six, the pick-up area.

AMR tried to deliver the Wave of Changes bins on the 19th of May however without prior notification, no one was expecting them on that date and sent away.

Joe and Ash on Senior campus are looking to use Wave of Change as a fundraising avenue on the senior campus for the SMT. After Wednesday C4C drive, Karensa will leave 3 bins near the senior admin office for them to keep on campus for this and will put 3 bins on the Junior campus next Term.

Cathy mentioned having a conversation with Stuart and Carlie a couple of weeks ago regarding the mural project, updating them on the grant that was applied for. Mural project is still a work in progress.

Cristy M spoke about inspecting all the toilets and her initial thought was to beautify them. However, it was agreed upon that the toilets need renovation. She mentioned having a meeting with Carlie on Thursday to discuss funding and requested any questions or input from the group. Cristy mentioned that she could be contacted via Facebook Messenger through the PNC toilet transformation group. Cassie Wagstaff offered to include Cristy's email address in the minutes.

E: cristy@capalabascpandc.com.au

F: Join [Toilet Transformations Project - Facebook messenger chat link](#)

In this agenda item, meeting attendees discussed wish list funding and reviewed the applications that were received. Here is a summary of the key points:

- Funding R1 2023 closed with eight applications received.
- Cassie discusses the updates on some of the applications as follows:
 - Amy's application for the Yungaburra environment has secured paint donations from Dulux and gift cards from Bunnings and Kmart.
 - Yvonne's application for the homec project involves students contributing to fundraisers like bake sales and movie nights.
 - Joe's application for SMT Polo Shirts aims to provide unique shirts for the student management team, and funding may be considered by the PNC.
 - Jasmine's application for library furniture needs further discussion as there might be a miscalculation in the requested amount.
 - Melanie's application for lunch options is considered worthwhile, but there are other funding options to explore.

- Bernadette's application for a robot head battery.
- Maddie's application for scanning pens can be purchased from the school's budget.
- Cassie mentioned that the initial calculations for available funds were around \$4,500, including GST.
- Karensa asks if there are more applications than available funds, and Cassie clarifies that there might not be enough funds for all applications.
- Lachlan suggests reviewing the priority of applications and reducing the total amount to \$3,000 excluding GST.
- Amy confirms that the furniture requested by Jasmine is for replacing a broken couch in the library's reading corner.
- Cassie acknowledges the discrepancy in Jasmine's application calculations and the need to confirm the furniture requirements.
- Karensa concludes that apart from Jasmine's furniture, the other applications bring the total down to \$3,000.

** At this junction meeting moved onto next agenda item to allow Cassie to review the figures from all applications to come back to ****

- Cassie Wagstaff mentions that she's still working out the remaining amount on Amie's application and how to navigate the library furniture.
- The total approved contributions so far are \$1768.18 for Yvonne, Joe, and Bernadette.
- The decision is made to revisit the quotes for the junior library furniture due to the prices being out of range.
- Lauren Phillips provides an estimated price of \$547.88 excluding GST for the Yungaburra restorative groom, with a potential \$100 reduction if \$50 gift cards can be used.
- It is agreed to round down the price to \$550.00 for the Yungaburra restorative room.
- Karensa Gock suggests the remaining balance is \$681 for the library.
- Lachlan Thatcher suggests setting the library budget at \$650 and having the college top up the difference for foot stools and other items.

Motion – To approve a total of an *\$800.00* contribution to Yvonne Gee's request for miscellaneous items within her application for hospitality equipment purchases as part of Wishlist funding round 1 2023.

Moved by: Cassie Wagstaff

Objections: N

Approved: Y

Motion – To approve a total of an *\$800* contribution to *Joe Robinsons* request for the SMT Polo shirts purchase as part of Wishlist funding round 1 2023.

Moved by: Cassie Wagstaff

Objections: N

Approved: Y

Motion – To approve a *\$168.18* contribution to *Bernadette Powers* request for the Robot head battery purchase as part of Wishlist funding round 1 2023.

Moved by: Cassie Wagstaff

	<p>Objections: N Approved: Y</p> <p>Motion – To approve a \$550.00 contribution to <i>Amy Cahills</i> request for the Yungaburra area purchases as part of Wishlist funding round 1 2023. Moved by: Cassie Wagstaff Objections: N Approved: Y</p> <p>Motion – To approve a \$650.00 contribution to <i>Jasmine Quinns</i> request for the Junior Library Furniture purchase as part of Wishlist funding round 1 2023. Moved by: Cassie Wagstaff Objections: N Approved: Y</p> <p>The acquittal dates for all approved requests are due by November 15, 2023.</p> <p>Karena Gock expresses gratitude to everyone for their participation and support in providing funding where possible.</p> <p>*** At this junction the meeting resumed at Agenda Item 13. ***</p>
<p>12. Other Activities and Reports</p> <p>12.1. Grants – see Att 10 Grants Updates – update from Co-ordinator Karen Purdy</p> <p>12.2. Fundraising</p> <p><u>Term 2 – 2023 update</u></p> <ul style="list-style-type: none"> • Mother’s Day Stall (10 – 11 May) – see Att 11 • Mother’s Day Raffle (drawn 12 May) • Bunnings BBQ (21 May) • Krispy Kremes (or other) (TBC) – are we happy to go with this again this year, or are there any other suggestions for us to consider? Still looking for a volunteer to run this fundraiser. 	<p>Cathy provided an update mentioning application is in for the gambling grant of \$35,000 for mural artwork. They need a written endorsement from the Education Queensland infrastructure, and asked Lachlan if he received an email regarding that. Lachlan confirms that he did and assures Cathy that he will attend to it soon. Action.</p> <p>Cathy then mentioned the next application, which is for Queensland Day sponsorship. The sponsorship opens on August 31st and offers up to \$15,000 for celebratory events between June 1st and June 9th, 2024. The organisation can apply for an amount no more than 50% of the overall budget, and the organisation itself needs to contribute the remaining 50%. She emphasises that it cannot be a fundraiser.</p> <p>Cathy concludes by saying that those are the updates from Karen and herself and asks if there are any questions.</p> <p>Questions/Discussion: N</p> <p>The final figures for the Mothers Day Stall were included in the attachments. Net profit of \$2327.19.</p> <p>Final Mothers Day Raffle figure is \$1137.98 net profit. Three incredibly happy winners.</p> <p>Bunnings BBQ: The event took place on May 21st. Despite a chilly wind and lower customer turnout, the net profit was \$1,800.3116. College families and two non-college volunteers supported the event.</p> <p>Krispy Kreme fundraiser was not carried out. There is still a need for a volunteer to run the fundraising activities, particularly for term 3. If a volunteer is found, they are willing to proceed with the activities.</p>

Term 3 – 2023 update

- Father’s Day Stall (30 – 31 August)
- Father’s Day Raffle or event (TBC)
- Bunnings BBQ (TBA)
- Disco P-6 (potentially) (TBA)

Term 4 – 2023 update

- Colour Fun Run (20 October) – update from **Organiser Nicole Nicholls**

Term 3 fundraising events will include the Fathers Day Stall & Raffle. Other potential activities slated are another Bunnings BBQ and a disco. Always happy to hear from any members who may be able to offer any help if these events are of interest to them.

The fundraising event discussed for term 4 is the Colour Fun Run, which will take place on October 20th. Nicole has volunteered to organise this event, and she provided an update on the preparations.

Here are the key points mentioned:

- The Colour Fun Run is fully self-funded through an online fundraising platform.
- The event includes two staff members, three inflatables, a PA system for music, mascot costume, flags, safety cones, and all the necessary colour powder.
- There is no upfront cost to the P&C, but they may need a small budget for additional obstacles or activities.
- Students will create their own profiles on the fundraising platform and receive sponsorship from family and friends.
- The net profit will be based on the ability to claim GST, with 60% going to the P&C, 30% (plus GST) for student prizes, and 10% (plus GST) for administrative costs.
- Parent packs and letters will be provided by School Fun Run, and Nicole will have a meeting with the fundraising coach named Bianca at the beginning of term 3 to gather more information.
- Senior campus students will assist with throwing colour powder and setting up on the day of the event.
- The fundraising goal and the purpose of the funds raised will be discussed at a meeting to determine how to promote the event to students.
- Lauren Phillips mentioned that she will find out if there is a projected idea in the AOP (Annual Operating Plan) regarding where the fundraising funds should be directed.

Nil further discussion/questions.

*** At this junction the meeting returned to the wish list funding to revisit the final figures and move motions ***

Let’s wrap this up.....

13. Motions on Notice

- 13.1.** To accept and approve all reports and updates presented at the general meeting:

Motion: To accept and approve all reports and updates presented at the general meeting: Executive, Treasurer, Swim Club, 2nd Hand Uniform Shop, Book Club, Principal, Projects, Grants, and Fundraising.

<p>Executive, Treasurer, Swim Club, 2nd Hand Uniform Shop, Book Club, Principal, Projects, Grants, and Fundraising.</p>	<p>Moved by: Cassie Wagstaff Objections: N Approved: Y</p>
<p>14. New and General Business</p> <p>14.1. School Photo issues: meeting with MSP update?</p> <p>14.2. Community member complaint about the LED noticeboards.</p> <p>14.3. 2nd Vice President Role for the P&C.</p> <p>14.4. 2023 P&C Conference</p> <ul style="list-style-type: none"> - Successful Part-Funding Application - Cassie confirmed cost is \$550.00. - 11 – 12 August 2023 @ the Gold Coast Convention & Exhibition Centre - 2023 AOP allows \$600-\$800 per delegate x 4 	<ul style="list-style-type: none"> • Lachlan unsure if Lauren attended meeting due to Carlie’s absence; Lauren confirms not attending feedback meeting but only evaluation panel. • Lachlan suggests checking with Carlie for details; Carlie sends apology for meeting; Lauren speculates topic may relate to previous month’s comment about Carlie’s meeting. • Lachlan unaware of outcome, suggests Carlie shares information. • Karensa proposes moving topic to next meeting; no immediate updates. Action. <p>• Community member complaint received about LED notice boards shining into bedrooms at night.</p> <ul style="list-style-type: none"> • Lachlan confirms signs are meant to start going dim at sunset but experienced technical issues and reverted to February settings. • Lachlan will check and adjust the dimming schedule to address the issue. • Karensa suggests informing the person that the college is looking into the matter and will provide information on the dimming and turning off time. • Lachlan acknowledges the need to update the settings based on current sunset times and will provide an update. • Cassie will communicate the progress to the complainant. <p>We have an opening for someone to assist with certain functions that have grown over this semester. Term 2’s fundraisers filled up our kitty a little more however if we had more help, we could potential work a little smarter so we could also enjoy the fun parts of volunteering and less late nights.</p> <p>To create a second Vice President role for Capalaba State College P&C. Moved by: Cassie Wagstaff Objections: N Approved: Y</p> <p>Attendees invited to nominate for the role. Nil nominations received.</p> <ul style="list-style-type: none"> • The P&C successfully submitted a partial funding application for a conference. • Cassie will be attending the conference as a delegate. • The funding allocated is per delegate for a total of 4 delegates. • Cassie invites anyone interested in joining her at the conference to have a chat. • Lauren is likely to attend the conference as well, adding to the excitement.

14.5. Proposal for positive behaviour for learning expectations.

As Stuart not in attendance item held over at Lachlan's suggestion.

14.6. NAIDOC week 2 – 9 July – repurposing the hands laid on the oval in September 2022 to create a piece of art on junior campus.

As Stuart not in attendance item held over at Lachlan's suggestion.

14.7. Breakfast Club

- The Breakfast Club was mentioned and thanked for their efforts.
- Hazel and Amy discussed their plans to continue running The Breakfast Club on Thursdays between 8:00 AM and 8:30 AM.
- They mentioned serving cereal, toast, and potentially adding Milo drink or juice in the future.
- The goal is to have a rotating roster of volunteers, including Cage volunteers, student leaders, senior students, teachers, and P&C members.
- Amy mentioned the need for financial support and asked if the P&C had any ideas for grants or funding sources.
- Cassie mentioned storing bread in the freezer at the hall and P&C room for making toast.
- Cassie suggested looking into breakfast and lunch programs and funding sources, connecting it with Melanie's wishlist for funding.
- Amy and Cassie agreed to explore funding options and share information.
- Mel mentioned being on the waitlist for the E top program, which would provide sandwiches for school lunches.
- Hazel and Amy discussed transitioning to the E top program once it's implemented.
- Christy suggested involving the school captains in The Breakfast Club.
- Amy mentioned the plan to create rosters and involve both senior and junior leaders.
- Lauren mentioned upcoming grants, such as the Australia Post Community grants program, that could support The Breakfast Club.
- Lachlan emphasized the importance of The Breakfast Club for mental health and attendance at school.
- Lauren suggested Karen look into the Australia Post grant and get in touch with Amy.
- Amy agreed to follow up on the grant opportunity.

14.8. Any other General Business?

- Karensa asked if there were any other general business items to discuss. No other general business was raised.
- Karensa mentioned councillor Adelia Berridge joined the meeting and thanked for attending. Invited her to contribute any comments or shares.
- Adelia thanked Karensa and declined to provide comments, stating she preferred not to be heavily involved in school meetings as a councillor. But she was interested in hearing the breakfast conversation.
- Adelia mentioned being visited by Housing Australia groups and discussed the topic of homeless children and the need for breakfast.
- Adelia mentioned that schools should educate parents more because some children come to school unfed as parents believe schools provide meals.

	<ul style="list-style-type: none"> • Adelia expressed interest in hearing the meeting attendees' comments on educating parents about breakfast and said she would share the information with the Council. • Karensa asked if anyone else would like to comment. • Lachlan stated that currently, there is no education for parents regarding breakfast, but it's something that could be considered. Adelia acknowledged Lachlan's response as feedback. • Adelia stated that she would take away the feedback and emphasised that schools should be run as desired. • Lachlan further discussed the reasons why some children come to school without having breakfast, including parents' own breakfast habits and the children imitating them. • Lachlan emphasised the importance of ensuring that children have food in their bellies for a good day. Adelia agreed with Lachlan's point. • Karensa thanked Adelia for joining the meeting.
<p>15. Applications for membership and recording of new members</p> <ul style="list-style-type: none"> • <i>Sheena Larter</i> 	<p>Motion: That application for membership received from Sheena Larter be accepted. Moved by: Cassie Wagstaff Objections: N Approved: Y</p>
<p>16. Date of next meeting Monday 17th July 2023 at 7:00pm</p> <p>17. Close</p>	<p>Meeting closed 8:07pm</p>

Minutes prepared by

Cassie Wagstaff
P&C Secretary

Certified true and correct by

Karensa Gock
P&C Treasurer

Note these minutes were written post GM and utilising the General Meeting video recording

RATIFIED AT JULY GENERAL MEETING 17TH JULY 2023.

2023 Meeting Schedule – so you never have to miss another meeting again!!!

Term 1		Term 3	
January	No Meeting (school holidays)	July	Monday 17 th – 7pm
February	Monday 20 th – 7pm	August	Monday 21 st - 7pm
March	Monday 20 th (incl. AGM) – 6pm	September	No Meeting (school holidays)
Term 2		Term 4	
April	Monday 17 th – 7pm	October	Monday 16 th – 7pm
May	Monday 15 th – 7pm	November	Monday 20 th – 7pm
June	Monday 19 th – 7pm	December	No Meeting (school holidays)