

PnC Correspondence Register Extract for Meeting

Date	From	To	Subject
2022-02-16T11:26:25+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Prep coffee
2022-02-20T11:44:30+00:00	president@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Prep coffee
2022-02-20T06:41:22+00:00	lthat4@eq.edu.au		Learn To Swim starts Tuesday 22/04/2022
2022-02-19T13:03:04+00:00	grants@capalabascpandc.com.au	president@capalabascpandc.com.au;secretary@capalabascpandc.com.au	Feb 2022 Grants Update
2022-02-19T12:27:10+00:00	grants@capalabascpandc.com.au	secretary@capalabascpandc.com.au	RE: P&C Volunteer Activities 2022
2022-02-16T13:20:06+00:00	president@capalabascpandc.com.au	executive@capalabascpandc.com.au;swimclub.subcommittee@capalabascpandc.com.au;grants.wg@capalabascpandc.com.au;fundraising.wg@capalabascpandc.com.au	P&C Volunteer Activities 2022
2022-02-18T01:22:45+00:00	tbask4@eq.edu.au	president@capalabascpandc.com.au;shoul16@eq.edu.au;lthat4@eq.edu.au	RE: Request for Agenda Items
2022-02-17T00:47:12+00:00	Treasurer@capalabascpandc.com.au	grants@capalabascpandc.com.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au	Re: Your invitation - Redlands Community Grant Writing and Social Media Workshop Thursday 10 March 2022
2022-02-17T23:00:31+00:00	lthat4@eq.edu.au		Headlice in Prep this week
2022-02-16T23:39:19+00:00	Treasurer@capalabascpandc.com.au	secretary@capalabascpandc.com.au;grants@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au	Re: Your invitation - Redlands Community Grant Writing and Social Media Workshop Thursday 10 March 2022
2022-02-16T23:47:10+00:00	grants@capalabascpandc.com.au	Treasurer@capalabascpandc.com.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au	Re: Your invitation - Redlands Community Grant Writing and Social Media Workshop Thursday 10 March 2022
2022-02-16T12:23:18+00:00	president@capalabascpandc.com.au	lthat4@eq.edu.au	PnC Welcome Email - Staff ONLY.docx
2022-02-16T23:09:27+00:00	Capalaba@parliament.qld.gov.au		Your invitation - Redlands Community Grant Writing and Social Media Workshop Thursday 10 March 2022
2022-02-14T23:56:38+00:00	president@capalabascpandc.com.au	Lisa@homestylebake.com.au;secretary@capalabascpandc.com.au	RE: FREE SAMPLES available - Homestyle Bakeries fundraising products - Contactless fundraising
2022-02-18T04:07:40+00:00	lthat4@eq.edu.au		Additional Photo Day - March 21st 2022
2022-02-14T23:43:45+00:00	Lisa@homestylebake.com.au	president@capalabascpandc.com.au;secretary@capalabascpandc.com.au	FREE SAMPLES available - Homestyle Bakeries fundraising products - Contactless fundraising
2022-02-18T01:09:38+00:00	lthat4@eq.edu.au		Prep to Year 03 Easter Hat Parade
2022-02-15T22:53:12+00:00	president@capalabascpandc.com.au	shoul16@eq.edu.au;tbask4@eq.edu.au;lthat4@eq.edu.au	Request for Agenda Items
2022-02-16T01:36:12+00:00	tbask4@eq.edu.au	president@capalabascpandc.com.au;shoul16@eq.edu.au;lthat4@eq.edu.au	RE: Request for Agenda items
2022-02-09T09:10:25+00:00	Principal@capalabasc.eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	FW: Community Grants Update
2022-02-09T03:42:08+00:00	president@capalabascpandc.com.au	members@capalabascpandc.com.au	P&C General Meeting
2022-02-10T21:30:35+00:00	jessica.a.thomson83@gmail.com	secretary@capalabascpandc.com.au	Membership form
2022-02-20T12:10:34+00:00	secretary@capalabascpandc.com.au	secretary@capalabascpandc.com.au;tstewart@artc.com.au	RE: Application for P&C Membership
2022-02-08T02:55:30+00:00	president@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Day One
2022-02-07T04:38:26+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Day One
2022-02-03T05:41:17+00:00	president@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Two new Principals
2022-02-09T01:40:05+00:00	mharr399@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	FW: ATTN Parents & Friends Fundraising Team
2022-02-03T04:03:34+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Two new Principals
2022-02-09T03:39:08+00:00	jordi.crick@redlandcitybulletin.com.au	secretary@capalabascpandc.com.au	Newspaper contact: Redland City Bulletin
2022-02-06T10:46:02+00:00	TStewart@ARTC.com.au	secretary@capalabascpandc.com.au	Application for P&C Membership
2022-02-08T02:42:26+00:00	secretary@capalabascpandc.com.au	tstewart@artc.com.au;secretary@capalabascpandc.com.au	RE: Application for P&C Membership
2022-02-02T02:01:47+00:00	vicepresident@capalabascpandc.com.au	pandcexecutive@capalabasc.eq.edu.au;lthat4@eq.edu.au	Re: Facebook Group Chats
2022-02-01T23:45:45+00:00	president@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Facebook Group Chats
2022-02-01T23:51:58+00:00	Capalaba@parliament.qld.gov.au	secretary@capalabascpandc.com.au	P&C Meeting dates for 2022
2022-02-01T23:30:21+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Facebook Group Chats
2022-02-20T12:14:13+00:00	secretary@capalabascpandc.com.au	Capalaba@parliament.qld.gov.au;secretary@capalabascpandc.com.au	RE: P&C Meeting dates for 2022

Treasurer Report to P&C Meeting 28/03/2022

General Business

February 2022

- ❖ Thank you to the family that kindly donated the funds for C4C- this is an amazing contribution that no doubt will support our students and the school endeavours.
- ❖ Secondhand shop did incredibly well again this month. Thank you, Nicole, Tina and other supporting parents, with ensuring we continue to support our school families.

Bank Reconciliation Statement for the Month of February 2022

Opening Balance (MAIN ACC)		\$85,876.57
RECEIPTS		
Sales	2ndhand Uniform Shop	\$ 969.69
	Fence Advertising	\$ 441.00
Fundraising		
	Container 4 Change	\$ 871.90
	School Ribbon Fundraiser	\$ 93.88
Other	Book Club Term 1	\$ 190.00
	Swim Club cash takings	\$ 23.50
ADD: Total Receipts processed and presented		\$ 2,589.97
PAYMENTS		
	Swim Club cash takings transfer	\$ 23.50
	Xero Accounting Subscription	\$ 40.50
	Book Club Term 1	\$ 190.00
	Square fees- 2ndhand Uniform	\$ 16.48
LESS: Total Payments processed and presented		\$ 270.48
Closing Balance (MAIN ACC)		\$88,196.06

Opening Balance (DEBIT CARD)		\$341.43
	Bank cash deposits for Swim Club for FY21 (to be tfr to Swim club)	\$ 203.00
ADD: Total Receipts		\$ 203.00
	Officeworks (stationary for the P&C room)	\$ 48.89
	Coles (purchase of supplies for Swim Club sausage sizzle night)	\$ 48.00
	Coles (stationary, water, bin liners, tissues)	\$ 27.60
	Bank cash deposits for Swim Club for FY21 (to be tfr to Swim club)	\$ 203.00
LESS: Total Payments		\$ 327.49
Closing Balance (DEBIT CARD)		\$216.94

Overall Financial position of Association (sum of all P&C accounts-include sub-committee accounts)

- As at 31st January 2022: **\$105,321.43[^]**

[^] Allocated funds of \$49,975.18 is for the Connection Corridor (\$14,975.18) and Softfall project (\$35,000)

CAPALABA STATE COLLEGE AMATUER SWIMMING CLUB	
Main Account	
Opening Balance @ 1st February 2022	\$15,883.31
Deposits	
Participation Fees	\$0.00
Canteen Sales	\$341.50
Merchandise Sale	\$0.00
Total Deposits	\$341.50
Expenses	
Square Fees	\$2.19
Total Expenses	\$2.19
Closing Balance @ 28th February 2022	\$16,222.62

CAPALABA STATE COLLEGE AMATUER SWIMMING CLUB	
Debit Card Account	
Opening Balance @ 1st February 2022	\$470.61
Deposits	
Nil	
Total Deposits	\$0.00
Expenses	
Nil	
Total Expenses	\$0.00
Closing Balance @ 28th February 2022	\$470.61

Operating Budget (Approved August 2021)

OPERATIONAL COSTS	\$	500.00
Less Utilised August	\$	-
Less Utilised September	\$	-
Less Utilised October	\$	150.00
Less Utilised November	\$	-
Less Utilised December	\$	-
Less Utilised January 2022	\$	-
Less Utilised February 2022	\$	-
Less Utilised March 2022		
Less Utilised April 2022		
BALANCE	\$	350.00

CANTEEN START-UP	\$	3,700.00
Less Utilised August	\$	-
Less Utilised September	\$	-
Less Utilised October	\$	1,088.76
Less Utilised November	\$	107.90
Less Utilised December	\$	69.30
Less Utilised January 2022	\$	-
Less Utilised February 2022	\$	-
Less Utilised March 2022		
Less Utilised April 2022		
BALANCE	\$	2,434.04

MARKETING LEAD-UP	\$	800.00
Less Utilised August	\$	-
Less Utilised September	\$	239.00
Less Utilised October	\$	-
Less Utilised November	\$	-
Less Utilised December	\$	-
Less Utilised January 2022	\$	-
Less Utilised February 2022	\$	-
Less Utilised March 2022		
Less Utilised April 2022		
BALANCE	\$	561.00

P and C Meeting

Monday, March 28th 2022

Principal's Report

Acknowledgement of country

I would like to begin by acknowledging the Traditional Custodians of the land on which we all meet on today, both here and at home, and pay my respects to their Elders past and present.

Operational

I say that with four days to go, how could anything else possible happen?

It was lovely to see so many parents at our first parade on the Junior Campus and cross country. The Senior Campus have had a very successful cross country and swimming carnival.

We have our low-key investiture and Easter hat parade on Thursday.

After COVID delayed starts, flooding, more rain, more rain and more rain!

It has certainly presented some challenges getting everything squeezed in.

Staff absences are still a challenge.

Still small numbers, but enough to be difficult.

Numbers seem steady. Ebbs and flows.

As we have grown, we are taking on some staff (Teacher Aide's in particular) from other schools that have reduced in size. *It's a nice feeling for those of us that are competitive.*

Teaching and Learning -

Heads of Department have all been working through workshops with an international researcher and author named Lyn Sharratt. Lyn is working with us on best practice lesson structure, data walls, tracking student progress and case management for intervention.

This week, the Deputy Principal team are all meeting with the Campus Principal and I to discuss their portfolio, and talk next steps for continuously improving their particular program (Health Academy, Montessori, High Performance Sport etc). This is a process that I've wanted to do for a couple of years, and can now that Tristan and Stuart are on the team and operating so beautifully.

The Head of Department team are currently planning their next steps based on the PD done.

Performance

I don't have any new data sets to share.

Attendance is at 91.9% which is brilliant.

Partnerships

We continue to access outside agencies to support the teaching and learning that we can't necessarily do ourselves.

Among others, we have been working with Top Blokes Foundation (disengaged boys), Deadly Choices (Aboriginal and Torres Strait Islander student), Elevate (scholars classes) and as of today, re-ignited our work with Apple Educators to enhance the work done with iPads on the senior campus.

MyHorizons

Capability

Most of our training this term and next has been / is around vocational education and restorative practices.

Teaching Staff on the Junior Campus are receiving small doses of training around restorative justice, and the support to provide once the high five strategies have been performed. Staff have been provided with prompt cards to ask questions for those who have done the wrong thing, and those that have been harmed. This isn't about consequence, this is about identifying the wrong thing, and the steps to make things right again.

Wellbeing

Some Senior Campus Teachers have identified that they'd like to improve the wellbeing of staff at the College and started an action plan for the whole College. Junior Campus Teachers will be invited to participate and give feedback early next term.

The framework for staff wellbeing identifies five areas for us to approach - physical, psychological, social and community, occupational, financial/personal. The team were quite challenged but also excited that wellbeing comes from more than a cupcake and coffee every second Friday.

Inclusion

NCCD is a bit of a daunting challenge for us, but one that I am sure we can tackle. The funding model for students with disabilities will be changing soon to not just be for students with identified disabilities, but anyone with a disability under the legislation. What it means as a school, more students to accommodate with the same volume of money. We already provide a significant amount of support to students regardless of verification, but challenges will be presented now around documentation, equity etc.



CAPALABA STATE COLLEGE
PARENTS & CITIZENS ASSOCIATION

Grants Update – March 2022

Join the grants working group!!

We are looking for volunteers! There are more buckets of grant money out there than we can keep up with. The Grants Working Group is a welcoming, encouraging, flexible team. Put your hand up to volunteer from just 15 minutes a week, matched with your interests and skills. Contact us at grants@capalabascpandc.com.au.

Upcoming grants

Grant Program	Amount	Application Ideas and Purpose of Grant	Due Date
Indigenous Languages & Art (ILA) Program	\$25,000	Mural Project. The aim of ILA program is to develop, produce, present, exhibit or perform a diverse range of traditional and contemporary Indigenous art forms.	28.03.22
Regional Arts Development Fund (RADF)	\$10,000	Mural Project. The RADF grant provides opportunities for professional, semi-professional and emerging artists based in Redland City through project-based funding in the categories of: Community Arts and Cultural Development; Dance; Developing Regional Skills; Heritage; Multi-arts; Music; Theatre; Visual Arts, Craft and Design; and Writing	31.03.22
Brisbane Airport Fund	\$1,000	School projects – environmental, education etc. Aligns with Connection Corridor project.	04.04.22
Planting Trees for the Queen's Jubilee	\$10,000	For community-based tree planting events. Aligns with the Connection Corridor project.	EOI 11.04.22 Apply 02.05.22

Active grant projects

Grant Program	Funds	Status	Acquit by
Gambling Community Benefit Fund	\$35,000	Senior campus fitness upgrade planned for April	30.08.22
Redland City Council Conservation Grant	\$10,000	Planning underway to revege & revert drainage channel (between campuses) to a natural channel	16.11.22

Connection Corridor 2021/2022 ("The Walk")

CONNECTION CORRIDOR SUMMARY		Starting Balance \$	Remaining Balance \$
P&C Approved Contribution		\$ 6,600.00	
	Less: Payments made	\$ 6,490.00	\$ 110.00
P&C Fundraising		\$ 9,210.18	
	Less: Payments made	\$ 4,345.00	\$ 4,865.18
Successful Grants Applications		\$10,000.00	
	Less: Payments made		\$0.00 \$ 10,000.00
		Total Amount Remaining	\$ 14,975.18

P&C Approved Contribution		\$
Budget (approved GM March 2021) towards Connection Corridor		\$ 6,600.00
16.09.21	Orterra Pty Ltd- Stage 2	
	Consultation Fees	\$ 825.00
08.10.21	Site Surveys Pty Ltd - Partial	
	Site Plan - detail & contour	
	survey of part of existing site	\$ 3,800.00
12.11.21	Stage 1 Site Visit and Part	
	Payment for Stage 3 Draft	
	Concept Design	\$ 1,705.00
04.12.21	MINJERRIBAH	
	MOORGUMPIN	
	ELDERS-IN-COUNCIL	\$ 160.00
Total Expenses		\$ 6,490.00
		Balance Remaining \$ 110.00

P&C FUNDRAISING FOR 2021		
Fundraising Event	Fundraising Connection	Profit
Term 1		
Disco P-6	The Walk (Total Net Profit = \$3,844.31)**	\$ 1,922.16
Easter Raffle	The Walk	\$ 842.41
Term 2		
Mother's Day Stall	The Walk	\$ 1,256.22
Mother's Day Raffle	The Walk	\$ 193.05
Term 3		
Father's Day Stall	The Walk	\$ 1,839.91
Father's Day Raffle	The Walk	\$ 1,129.43
Term 4		
Christmas Raffle	The Walk	\$ 1,804.00
Berry Fundraiser	The Walk	\$ 223.00
		TOTAL RAISED \$ 9,210.18

** Disco P-6 profits were allocated to 50% The Walk project and 50% to Discretion

P&C FUNDRAISING (see above)		\$
Total Fundraising contribution		\$ 9,210.18
04.12.21	Orterra: Corridor connection	
	- Final Payment Stage 3 and	
	4 Concept design & report	\$ 4,345.00
Total Expenses		\$ 4,345.00
		Balance Remaining \$ 4,865.18

Successful Grant Applications		\$
12.01.22	CS-211-009 Round 1 Conservation Grant	\$ 10,000.00
		TOTAL \$ 10,000.00



Annual Operating Plan 2022

February 2022 – February 2023

APPROVED 21st February 2022

AMENDMENTS 28th March 2022

About CSC P&C

OUR PURPOSE: To support and work in partnership with Capalaba State College, with the school principals and the school community, to promote the best interests of the College, facilitate its development and further improvement, to achieve the best outcomes for students.

Capalaba State College Parents and Citizens Association (CSC P&C), as a statutory body, sets to achieve this through supporting the:

- provision of adequate resources and learning materials to all rooms/facilities to enhance our children's learning in a positive and productive way;
- enhancing the current use of infrastructure and facilities;
- communicating the fundraising needs based on the long-term plans for the school, detailing why the money is required and how it will be spent, and being accountable for the spend;
- providing a forum for school community issues to be raised; and
- providing opportunities for the school community to celebrate together.

The P&C determines its level of involvement and commitment to the school based on the College Principal's plan for the year and what the teaching staff would like to achieve. As well as availability of volunteers.

Focus areas

As a not-for-profit with a potentially enormous scope of work and finite resources, CSC P&C recognises the need to prioritise its efforts to ensure the most efficient and effective approach to its work. Therefore, in pursuing its purpose, P&C has identified the following Focus Areas as key priorities for the period of this Plan.

Learning resources and materials, Classroom projects
Objective: Build and harness the P&C collective capabilities, capacities, and contributions of members.

Infrastructure and facilities
Objective: Build and harness the P&C collective capabilities, capacities, and contributions of members.

Collective Viability (sustainability and resilience)
Objective: Build and harness the P&C collective capabilities, capacities, and contributions of members.



CAPALABA STATE COLLEGE
PARENTS & CITIZENS ASSOCIATION

FUNDRAISING FORECAST 2022 with previous years comparative data

In 2021, the P&C achieved an income of approximately \$32,005 comprising of revenue from events and profits from P&C operations. Total incoming including grants was approximately \$67,005. Forecast fundraising in 2022 is \$39,300, and grants target of \$15,000. A breakdown can be found in the table below:

Revenue Source	2017	2018	2019	2020	2021	Target 2022
Parent Contributions	\$520.74	\$310.00	\$285.50	\$140.00	\$0.00	N/A ¹
School Banking	\$0.00	\$544.16	\$456.50	\$325.00	\$355.00	N/A ²
Fundraising & Social	\$11,641.28	\$10,955.26	\$4,232.07	\$2,396.33	\$15,700.15	\$21,000.00
2ndHand Uniform	\$2,842.55	\$2,249.80	-\$129.52	\$1,690.20	\$3,172.26	\$3,000.00
Swim Club	\$996.41	\$2,105.35	\$2,399.14	\$3,856.46	\$3,146.30 ³	\$3,000.00
College Fete	\$10,024.50	\$0.00	\$21,242.23	N/A	N/A	N/A
Fence Advertising	\$9,281.25	\$9,487.50	\$11,344.75	\$3,506.25	\$7,148.25	\$9,700.00
Election BBQs	\$987.97	\$0.00	\$526.11	N/A	N/A	\$0.00 ⁴
Stationary	\$2,043.15	\$2,078.46	\$2,342.66	\$2,611.17	\$2,483.99	\$2,600.00
Grants	\$0.00	\$0.00	\$0.00	\$40,958.00	\$35,000.00 ⁵	\$15,000.00
Total	\$38,337.85	\$27,730.53	\$42,699.44	\$55,483.41	\$67,005.95	\$54,300.00

1. We are not expecting any Parent Annual Contributions given this trialling times Covid-19 has placed on school families
2. The Commonwealth Bank School Banking program officially ended on 10 December 2021
3. Swim Club trades over two financial years, with most expenses incurred in the first half of the season being FY2021
4. The P&C are not anticipating hosting an Election BBQ for FY2022.
5. Grant obtained for the schools softfall project has a revised acquitted date of Aug 2022

KEY GOALS & INITIATIVES 2021 Reflection

- Fundraising target of \$18,750 was exceeded. The P&C volunteers should be very proud that in the face of an uncertain year that this was the result.
- Our great fundraising results have been achieved through the enormous contributions from our school families and those that are part of the working groups- Grants and Fundraising.
- Successful commitment to the Connection Corridor (previously known as “The Walk”) with plans and engagement with school commenced.
- In progress: increased local business community awareness through our fence advertising and successfully on-boarding 3 new clients.
- Adapting to the new way of digitalisation, with the successful use of Rafflelink for all



our raffles, the increased utilisation of Square for all our events held and new appointment booking system for the 2nd Hand Uniform Shop.

- Completion of Junior Campus welcome booklet for Prep and new families
- Introduction of Parent workshops on relevant topics
- In progress: Introduce the inclusion of the Student Management Team as an important stakeholder to feed into P&C activities.
- In progress: Increase P&C community engagement- increase average attendance at P&C meetings to 20 members, increased attendance of fundraising events

KEY GOALS & INITIATIVES FOR 2022

- Fundraising target of \$39,000 and Grants target of \$15,000. As COVID-19 is still a public health issue faced by our community, we acknowledge that we need to be flexible with our fundraising goals as the year progresses.
- Launch and complete Toilet Transformation Project campus wide.
- Launch containers for change recycling scheme campus wide the collaborative partnership with the Junior student management team towards murals / floor paintings.
- Continue working with the Junior Student Management Team as an important stakeholder to feed into P&C activities.
- Completion of Senior Campus welcome booklet for new families
- Increase awareness and utilisation of the 2nd Hand Uniform shop, increasing donations and stock levels.
- Launch of a P&C Website as a complimentary forum for communication.
- Increase fence advertising revenue to cover operational expenses.
- Increased recognition of P&C volunteers in our school community.
- Increase P&C community engagement- increase average attendance at P&C meetings to 20 members, increased attendance of fundraising events.

IMPROVEMENT PRIORITIES FOR 2022 (not in order of priority)

See Attachment 1 for more information.

Project Description	P&C Funds Allocated	Project Status
Second Water Refill Station for Junior Campus		Will be subject to grant applications / sponsorships.
Soft-fall for Playgrounds / Rubber	\$35,000	Quote of works has been accepted, with planned work to start in April school holidays. Grant acquitted postponed to Aug 2022.
Connection Corridor	\$25,800	Project initiated, scoped and landscape architect. Continuing engagements, planning and fundraising.
Mural Artwork / Floor Paintings	\$30.00	Scoping project and how to support SMT Jnr



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PARENTS & CITIZENS ASSOCIATION

		Campus. This initiative is about supporting SMT-Jr to complete their goal of mural artwork. Funding to be via Containers for Change and Volunteer commitment.
Toilet transformations Junior and Senior campuses		Will be subject to grant applications / sponsorships / donations

FUNDRAISING FOR 2022

10% P&C Contribution: 10% of all profits from each fundraiser should be allocated to P&C general funds to assist with the general running of the P&C (e.g. payment of insurance and annual targeted donations)

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Fundraising Event	Fundraising Connection	Date	Budget	Float
Term 1				
Coffee Welcome	Sponsored Event	7 Mar	Nil	Nil
Easter Fundraiser	Connection Corridor	Delivery 30 Mar	Nil	Nil
Term 2				
Mother's Day Stall	Connection Corridor	4 – 5 May	\$1500	\$450
Mother's Day Raffle	Connection Corridor		Nil	Nil
Book Fair	School resources through scholastic	18 – 20 May	Nil	\$200
Krispy Kremes	Discretionary Fund	June	Nil	Nil
Term 3				
Father's Day Stall	Connection Corridor	31 Jul – 1 Aug	\$1500	\$450
Father's Day Raffle or event	Connection Corridor		Nil or \$1500 for event	Nil for raffle. \$450 for event if held.
Bunnings BBQ	Discretionary Fund	TBA	\$1000	\$150
Disco P-6	Discretionary Fund	TBA	\$1500	\$400
Colour Fun Run	Connection Corridor	TBA (Volunteer dependent)	Nil	Nil
Term 4				
Christmas Concert P-3 BBQ	General	7 Dec	\$500	\$150
Christmas Raffle	Connection Corridor		Nil	Nil
Santa Photos	Connection Corridor	7 Dec	\$500	\$100
Booklists	General		Nil	Nil
Parent End of Year Dinner	Connection Corridor	TBA	\$1500	Nil
Hair Accessories	General	Launch 21 Nov	Nil	Nil



Other potential fundraising events include: Outdoor movie night

GRANTS

Strategy: Grants as they become available/Grant Working Group members

Outcome: Obtain additional funds for identified projects or items from the wish list (Attachment 2)

2021 Grant Outcomes

Funding Program	Outcome	Project Scope	Status
Coles Nominate to Win	Unsuccessful	Connection corridor	n/a
Woolworths Junior Land Care Grants	Successful for \$1,500	Connection Corridor: plants, equipment, bees	Completed
Life Education Growing Good Gardens	Unsuccessful	Connection corridor - mulch and Yates products	n/a
Jefferey & Geraldine Underhill Grant	Unsuccessful	Upgrade of Swim Club ropes	n/a
QLD Mental Health Week Grant	Unsuccessful	Morning Tea for staff by hospitality students	n/a
Investing in QLD Women Grant	Unsuccessful	Wellbeing and positive relationships	n/a
Redland City Council Conservation Grant	Successful for \$10,000	Connection corridor: revert natural drainage channel	Planning & sourcing more funds
Redland City Council Organisation Support	Unsuccessful	First aid, CPR, food safety, part P&C conference	n/a
Schools Plus Smart Giving	Unsuccessful	Flexible Learning Program	n/a

YEARLY TARGETED DONATIONS TO SCHOOL

See Attachment 3 for more information.

Item	Area of School	Timeframe	Cost
Student Representative Policy	Representative Sport	Ongoing	\$600
Discretionary Funding	All	Term 2 & 3	\$6000
Year 12 Graduation Plant	Year 12	Term 4	\$25 Budget
Community Spirit Award	Year 6	Term 4	\$50 Budget
Staff appreciation events	All	All Terms	\$200 Budget
Additional Fundraising	Yr 6 Shirts Yr 12 Formal	Volunteer dependent	Collaboration with school



TRAINING AND SUPPORT FOR 2022

VOLUNTEERS

Strategy	Outcome	Timeframe	Cost
Strategic plan and AOP	To ensure that each volunteer is aware of the P&C Strategic Plan and AOP	As required for new volunteers	\$0
Volunteer sign on forms and student protection risk management strategy factsheet	After each event, volunteers have signed the volunteer form, which includes the student protection factsheet	As required	\$0
Mandatory training program – read document and complete Record of Completion section to give to P&C Executive Committee member for records	Volunteers must complete this process annually to present the Record of Completion when visiting a departmental site.	Annually	\$0

P&C EXECUTIVE

Strategy	Outcome	Timeframe	Cost
First Aid training	Provide First Aid & CPR	April 2022	\$120ea up to 4 attendees
P&C training as available	Attend training where available	When applicable	Usually free
2022 P&C Conference	Provide strategy change and input back to P&C	September 2022	\$600-\$800 per delegate x 2, apply for part funding for 1 delegate from P&C Qld

P&C SWIM CLUB SUBCOMMITTEE

Strategy	Outcome	Timeframe	Cost
First Aid training	Provide First Aid & CPR	April 2022	\$120ea up to 2 attendees
Food Safety Certificate	Canteen Manager to attend	As required	\$100



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BUDGET FOR 2022

Account Name	Forecast 2022
Income	
2nd Hand Uniform Sales	\$3,500.00
Berry Fundraiser	\$250.00
Container for Change	\$50.00
Donation/Gift Income	\$0.00
End of Year Parent Dinner	\$1,000.00
Fence Advertising Income	\$9,700.00
Grant Income	\$15,000.00
P&C Athletics BBQ	\$500.00
P&C Bunnings Sausage	\$2,300.00
P&C Christmas Raffle	\$1,900.00
P&C Disco Sales	\$5,250.00
P&C Easter Raffle	\$1,000.00
P&C Father's Day Raffle Sales	\$1,200.00
P&C Father's Day Stall Sales	\$3,400.00
P&C Krispy Kreme Fundraiser	\$5,000.00
P&C Mother's Day Raffle	\$350.00
P&C Mother's Day Stall	\$3,000.00
P&C P-3 Xmas BBQ Sales	\$500.00
Parent End of Year Dinner	\$2,000.00
Santa Photos	\$1,500.00
Scholastic Book Club	\$1,500.00
School Book Lists Commission	\$2,500.00
Swim Club - Canteen (Drinks)	\$1,000.00
Swim Club - Canteen (Hot food)	\$2,500.00
Swim Club - Canteen (Other food)	\$100.00
Swim Club Memberships	\$4,400.00
Swim Club Merchandise Sale	\$200.00
Total Income	\$69,600.00
Gross Profit	\$69,600.00
Expenses	
General and Office Expenses	\$200.00
2nd Hand Consignment Uniform	\$500.00
2nd Hand Square Fee	\$80.00
Accounting/Bookkeeping Fees	\$990.00
Book Club Fair Float	\$200.00



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CommBiz Fees	\$30.00
Donation to Capalaba State Col	\$15,000.00
First Aid Course/Supplies	\$280.00
P&C Athletics BBQ Float	\$200.00
P&C Athletics BBQ supplies	\$500.00
P&C Bunnings Sausage Float	\$150.00
P&C Bunnings Sausage SQ fees	\$25.00
P&C Bunnings Sausage Supplies	\$900.00
P&C Disco Float	\$400.00
P&C Disco Square Fee	\$90.00
P&C Disco Supplies	\$1,500.00
P&C Father's Day Square Fee	\$40.00
P&C Father's Day Stall Float	\$450.00
P&C Father's Day Stall Supplies	\$1,500.00
P&C Krispy Kreme	\$3,000.00
P&C Krispy Kreme Square Fee	\$120.00
P&C Mother's Day Square Fee	\$40.00
P&C Mother's Day Stall Float	\$450.00
P&C Mother's Day Stall Supplies	\$1,600.00
P&C P-3 Xmas BBQ Float	\$150.00
P&C P-3 Xmas BBQ Supplies	\$300.00
Parent End of Year Dinner Costs	\$1,000.00
Prep Orientation Day Supplies	\$200.00
Printing & Stationary	\$320.00
Rafflelink Annual Subscription	\$120.00
Santa Photo Cost	\$500.00
Scholastic Book Club	\$1,000.00
Swim Club Awards Night Expense	\$200.00
Swim Club Canteen	\$2,400.00
Swim Club Float	\$150.00
Swim Club Supplies	\$900.00
Swim Club Trophies	\$1,000.00
Swim Club Web Expense	\$160.00
Swim Square Fee	\$100.00
Year 12 Tree Purchase	\$25.00
Total General Expenses	\$36,570.00
Other Expenses	
Community Spirit Award	\$50.00
Other Staff appreciation events	\$100.00



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Request for Discretionary Funding	\$6,000.00
Student Representative Policy	\$600.00
World Teachers Day Cake Exp	\$100.00
Year 12 Graduation Plant	\$25.00
Total Other Expenses	\$6,875.00
Insurance Expenses	
Public Liability Insurance	\$2,900.00
Total Insurance Expenses	\$2,900.00
Total Expenses	\$46,345.00
OPERATING PROFIT	\$23,255.00
Total Other Income	\$15,000.00
Addback: Total Floats (Cash at hand)	\$6,600.00
Total Other Expenses (grant acquittals)	\$10,000.00
Net Profit/(Loss)	\$34,855.00

*Comments:

- Forecast figures are based on historic actual revenue from previous years (pre-Covid), market research, and/or Executive decision.
- The fundraising targets/events remain subject to Government directive; therefore, these figures may need to be adjusted if Covid restrictions are imposed



Attachment 1 – Fundraising Projects 2022 – Additional Information

"Connection Corridor" - Fundraising Goal: \$75,000 (fundraising, sponsorships and grants)

There has been an increase in the use of outdoor spaces as an alternative to classroom learning. This has coincided with the introduction in 2020 of the Montessori classes. Current outside learning areas are now also being used by mainstream classes across both the primary and secondary campuses.

The proposed walk links senior to junior campus, with the walk start/end from behind the Montessori classroom block where the new shed has been built and run it along the side, behind houses, towards where the current Schools Officer shed is and then follow it around to where the current forest school area is.

The walk will continue onto the senior campus ending at the car park. This is a great opportunity to plant this area up with appropriate native plants and create a safe walking area between the campuses. Students already use this area to walk between the campuses and in wet weather, the ground can become very muddy and slippery.

The Schools Officers have highlighted that it becomes hard to mow this area as it is very muddy even with a little bit of rain. Hence, planting up the area with appropriate plants, would help make this area more user friendly and cut out the need to mow some of the area that is causing an issue.

The 'walk' will have various stops along the route where you can stop and:

- use the space as an outdoor classroom – seating of some sort eg wooden stumps or sandstone
- have various Aboriginal and Torres Strait Islander artworks integrated throughout the walk
- enjoy a sensory garden area
- play musical instruments made of natural materials
- free play in areas (e.g. building cubbies)
- safeguard areas that are left 'natural' and allow for weeding and regeneration and revegetation work only
- provide a reflective area for artwork; reading; quiet work; meditation etc
- highlight seasonal sections for the vegetation
- prepare food in an outdoor working kitchen / wood working shed
- host a yarnning circle in an undercover gazebo



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"Mural Artwork" - Fundraising Goal: TBD (fundraising, grants and volunteer time)

Both the Junior Campus Student Management Committee and the P&C Fundraising Working Group have separately expressed interest in working towards painting murals on the grounds of the junior campus ([walls and floors](#)). It is suggested both groups work together towards this common goal. Informal preliminary discussions have occurred with the Junior Deputy Principal who is keen to work together creating a linkage between the P&C Fundraising Activities and the goals of the students.

The motivation behind the murals would be a symbol of connectivity between the students, school and the wider school community; and to inspire students. Mural artworks invites bland and underutilised space within school grounds to be transformed into active and inviting places for both learning and play. The joint venture would be one where the students are actively involved in the planning and execution of the work, leveraging the ideas and values of the wider community and the skills of the P&C volunteers (i.e. artistic skills, obtaining funding / donations).

"Toilet Transformation Project"

Research has shown that school toilets that are not clean, pleasant and safe can impact children's short and long-term physical and mental health as well as their learning outcomes.

The impact of poor design, maintenance and sanitation can cause a range of problems for students such as:

- Sub-standard toilets (with inadequate cleaning schedules) are making children feel they are not respected or valued at school.
- Poor sanitation, along with restricted access, is creating health problems.
- The poor condition of school toilets is deterring children from drinking sufficient water during the day (to avoid having to urinate). The associated dehydration is impacting on concentration and learning.
- School toilets are being used as a site for hiding out, crying, self-harm and suicide.
- Lack of privacy in school bathrooms is associated with misbehaviour.

Feedback from parents and children at the school identifies that students are unhappy with the current toilet situation. This results in them 'holding on', drinking less water, being unable to focus in class because they need to go, bringing illnesses home more easily and being anxious about going to the toilet at school.

Our Toilet Transformation Project aims for students to work together to keep clean, friendly toilet spaces allowing them to feel comfortable and happy to go to the toilet at school. The project can consist of student, parent and staff collaboration, perhaps even a design competition, redecorating the toilets to make them fun, vibrant and inviting.



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P&C will provide project management. Students will need to have ownership over the change and will be the main body leading the design with assistance from the College and the P&C. Students and parents will be invited to volunteer to help with the practical work of painting or fundraising with local businesses. Already a number of parents are keen to support the initiative in whichever way they can to improve the situation for their children.

Timeline

Commitment from P&C and College to proceed – February-~~March~~ 2022

Student engagement College approved – February-~~March~~ 2022

College to pull together student design committees – ~~March-April-May~~ 2022

Student design committee meetings – ~~March-May-June~~ 2022

Design Activities to occur during Term 2/~~3~~ – finalise a few weeks before Term ~~2-3~~ finishes 2022

P&C to assist with concept design, donations and sponsorship –~~End of Term 2~~, Finalise early Term 3 2022

Actual redecoration to take place – propose Term 3 school holidays 2022

Projects like this are taking place all over the country, in recognition of the important role a clean, inviting toilet space plays on the education of our children.



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Attachment 2 – Grants 2022 – Wish List

IDEA	APPROX. COSTS \$\$	POSSIBLE GRANT
Outdoor area outside library to create an emotional wellbeing space for children with emotions needing to escape from classroom		
Fund extra support for children experiencing anxiety from changes related to covid-19		
Lighting and Sound System upgrades in both Junior and Senior Halls.		
Seating on Senior Campus – Aluminium Picnic Benches.		
Grand-Stand seating for Junior Campus oval and Senior Campus Ovals		
Soft fall rubber to replace the bark on Junior campus playgrounds		
Solar power for Senior and Junior campus		
Water Tanks		
Shade Sails for Junior and Senior campus over Playgrounds and outdoor equipment		
Under Cover walkways on Junior Campus linking the Hall and Admin buildings to existing covered walkways so students and staff can get around without getting wet.		
Heating for the Swimming Pool		
Equipment for Health Academy		
Tuckshop Re-fit Junior and Senior campus		
Driver program – lesson partner		
Smart kids – scholars junior		
Guest speaking for senior development – tax, kids entrepreneur		
Golf Buggy – transport between campus		
P&C Librarian traineeship – need proposal		
Lifting the coding program (Junior), Robotics (senior)		
Music programs		
Extra TA time for all classroom, across college		
Marketing / Branding school – attract		
Multicultural support		
New Basketball and Volleyball courts – Shade		
Supporting families into school		
Orchard		
Library Mental Health space		



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Sporting facilities		
Outdoor place to connect, classroom and amphitheatre for the arts		
Yarning circle project		
Mental health and wellbeing programs - support to bring in external providers to deliver to more students		
STEM and robotics programs – resources		
Chaplaincy – increased funds to have them in the school more regularly		

Attachment 3 – College Targeted Donations 2022 – Additional Information

Student Representative Policy

Allocation: up to \$600

An annual contribution of \$600 made available for up to 12 students who represent the college in state or national competition. Students must have achieved this level of competition through an initial involvement at a school level to qualify. An amount of \$50.00 per student is available. If there is any portion of the \$600.00 left over at the end of a calendar year, this amount will not roll over to the following year. All students must apply using the relevant paperwork and be endorsed by a teacher at the College.

Request for Discretionary Funding

Allocation: up to \$6000

Round 1 2021 closing Monday 10th May with successful applications determined at Monday 24th May General Meeting

Round 2 2021 closing Monday 9th August with successful applications determined at Monday 23rd August General Meeting.

- Purpose to make funding available to for initiatives that promote the interests and provide benefit to the College students.
- Teachers and non-teaching staff are welcome to apply for discretionary funding. Each round will consist of \$3000, with a limit of up to \$800 per project or resource.
- Applications will be received and reviewed by P&C Executive in consultation with the College Principal with successful applications announced at the corresponding General Meeting.

Year 12 Graduation Plant

Allocation: up to \$25

The P&C purchase and donate a shrub that is low allergen, low scent and low pollen to add to the Year 12 Graduation garden annually. This plant is purchased and presented in November.

Community Spirit Award

Allocation: up to \$50

An annual award honouring the late P&C life member Natasha Simpson. In 2018, the P&C resolved to present an award annually to a Year 6 student in Natasha's honour. "The Natasha Simpson Memorial P&C Community Spirit Award" will continue to be presented annually in the presence of a member of the P&C Executive and an invitation for a member of Natasha's family to present. Allocation of up to \$50 for the purchase of a plaque for the perpetual trophy, and the printing and framing of a certificate.

Staff appreciation events

Allocation: up to \$200

A budgeted annual allocation for \$200 to be used for staff appreciation events such as

purchasing a cake for world teacher's day, schools officers barbeque, and other staff appreciation events. This budget will cover any of the College's requests for such use.

Additional Fundraising

The P&C will engage (contingent on volunteers) with the Year 5 and Year 12 cohorts in ways to assist with Formal fundraising and Year 6 shirt fundraising. With a large focus on student ownership as facilitated by the Student Management Teams on both campuses. It is recommended that the Student Management Teams propose how the support will look and how to engage the P&C for assistance. This concept encourages co-collaboration and student leadership.

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