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Att 4 Swim Club Allocations from Main Account (Oct)	10
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PnC Correspondence Register Extract for Meeting

Date	From	To	Subject
2023-10-01T22:45:18+00:00	michelle@capalabascapandc.com.au	swimclub.officers@capalabascapandc.com.au;swimclub.subcommittee@capalabascapandc.com.au	Toilet Transformation Project
2023-10-02T11:35:41+00:00	kass@capalabascapandc.com.au	corro@capalabascapandc.com.au	Raffle ticket pop up table
2023-10-02T22:05:55+00:00	cheyenne@bclandscapes.com.au	grants@capalabascapandc.com.au;zoya@capalabascapandc.com.au	RE: Updated scope for quoting - Capalaba State College P&C
2023-10-03T05:17:39+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Amie Baldwin - Canteen Floor
2023-10-03T07:11:04+00:00	secretary@capalabascapandc.com.au	antw.taf@gmail.com	RE: The Athlete's Foot School Rewards
2023-10-03T07:57:05+00:00	secretary@capalabascapandc.com.au	exec@capalabascapandc.com.au;schoolprincipals@capalabascapandc.com.au;swimclub.officers@capalabascapandc.com.au;members@capalabascapandc.com.au;grants.wg@capalabascapandc.com.au	Request for Agenda items / Attachments for October GM
2023-10-03T08:44:05+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Zoya Slavinskaya
2023-10-03T11:48:25+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: P&C
2023-10-04T01:58:15+00:00	secretary@capalabascapandc.com.au	shoul16@eq.edu.au	Re: Request for Agenda items / Attachments for October GM
2023-10-04T02:20:39+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-04T02:56:03+00:00	cfree2@eq.edu.au	secretary@capalabascapandc.com.au;exec@capalabascapandc.com.au;schoolprincipals@capalabascapandc.com.au;swimclub.officers@capalabascapandc.com.au;members@capalabascapandc.com.au	RE: Request for Agenda items / Attachments for October GM
2023-10-04T06:42:58+00:00	antw.taf@gmail.com	secretary@capalabascapandc.com.au	Re: The Athlete's Foot School Rewards
2023-10-04T07:34:05+00:00	acah24@eq.edu.au	secretary@capalabascapandc.com.au	Fwd: Collection for change
2023-10-04T07:37:18+00:00	secretary@capalabascapandc.com.au	Treasurer@capalabascapandc.com.au;karena@capalabascapandc.com.au	Fwd: Collection for change
2023-10-04T09:45:29+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-04T11:34:00+00:00	grants@capalabascapandc.com.au	cheyenne@bclandscapes.com.au;zoya@capalabascapandc.com.au	Re: Updated scope for quoting - Capalaba State College P&C
2023-10-05T02:44:46+00:00	Treasurer@capalabascapandc.com.au	acah24@eq.edu.au	Collection for change
2023-10-05T05:17:01+00:00	chairperson@capalabaswimmingclub.org.au	Stacey.Tripp@cba.com.au	Capalaba State College P&C Sub Committee Capalaba Amateur Swimming Club Accounts
2023-10-05T21:40:10+00:00	chairperson@capalabaswimmingclub.org.au	admin@baysidemc.com.au	FW: Capalaba Swimming Club
2023-10-05T21:50:52+00:00	chairperson@capalabaswimmingclub.org.au	Capalaba@parliament.qld.gov.au	Capalaba Piranhas
2023-10-05T23:15:05+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	<input type="checkbox"/> New comment added: Swim Club query on repairs
2023-10-05T23:23:33+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	<input type="checkbox"/> New comment added: Swim Club query on repairs
2023-10-06T01:44:29+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Amie Baldwin - Sign on Days Access to Pool
2023-10-06T02:13:10+00:00	secretary@capalabascapandc.com.au	hwool34@eq.edu.au	Re: Request for Agenda items / Attachments for October GM
2023-10-06T03:41:18+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run Permission
2023-10-06T04:07:55+00:00	Treasurer@capalabascapandc.com.au	jamie@falcondiesel.com.au	INV-0108 part payment required for July to September advertising
2023-10-06T05:20:26+00:00	FromBrotherDevice@brother.com	uniforms@capalabascapandc.com.au	con 266
2023-10-06T06:04:35+00:00	hwool34@eq.edu.au	secretary@capalabascapandc.com.au	Re: Request for Agenda items / Attachments for October GM
2023-10-06T09:03:39+00:00	c_scalvenzi@hotmail.com	secretary@capalabascapandc.com.au	Re: Request for Agenda items / Attachments for October GM
2023-10-07T04:41:45+00:00	brad@capalabascapandc.com.au	corro@capalabascapandc.com.au	Website P&C membership list
2023-10-07T04:47:59+00:00	president@capalabascapandc.com.au	Stewy1983@gmail.com	2nd hand uniform consignments
2023-10-07T10:54:07+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-08T04:05:01+00:00	secretary@capalabascapandc.com.au	shoul16@eq.edu.au	Re: Your Successful Application for Wishlist Funding Round 2 2023
2023-10-08T04:27:29+00:00	secretary@capalabascapandc.com.au	c_scalvenzi@hotmail.com	RE: Request for Agenda items / Attachments for October GM
2023-10-09T01:56:13+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	<input type="checkbox"/> New comment added: Swim Club query on repairs
2023-10-09T02:31:59+00:00	assistantsecretary@capalabascapandc.com.au	Year6WG@capalabascapandc.com.au	Year 6 Working Group update
2023-10-09T02:35:05+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	<input type="checkbox"/> New comment added: Swim Club query on repairs
2023-10-09T09:12:23+00:00	nadia_elghazi7@outlook.com	assistantsecretary@capalabascapandc.com.au;Year6WG@capalabascapandc.com.au	Re: Year 6 Working Group update
2023-10-09T15:12:25+00:00	Treasurer@capalabascapandc.com.au	jrob514@eq.edu.au	Wave of Change - Containers for change scheme - Senior Campus
2023-10-09T22:41:25+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Michelle Martin
2023-10-09T23:16:07+00:00	secretary@capalabascapandc.com.au	swimclub.officers@capalabascapandc.com.au;exec@capalabascapandc.com.au	Re: Swim club enq. for tonight
2023-10-10T02:09:11+00:00	assistantsecretary@capalabascapandc.com.au	nadia_elghazi7@outlook.com;Year6WG@capalabascapandc.com.au	RE: Year 6 Working Group update
2023-10-10T05:51:00+00:00	secretary@capalabascapandc.com.au	antw.taf@gmail.com	Re: The Athlete's Foot School Rewards
2023-10-10T05:53:08+00:00	reply-to+4150fd5f008@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-10T08:26:08+00:00	antw.taf@gmail.com	secretary@capalabascapandc.com.au	Re: The Athlete's Foot School Rewards
2023-10-10T10:56:14+00:00	reply-to+15662af2cd14@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-10T11:08:22+00:00	reply-to+25f91db344b8@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-11T00:03:53+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Amie Baldwin - Swim Club
2023-10-11T00:46:55+00:00	chairperson@capalabaswimmingclub.org.au	secretary@capalabascapandc.com.au;assistantsecretary@capalabascapandc.com.au	Motion Meeting 17th Oct
2023-10-11T00:59:35+00:00	president@capalabascapandc.com.au	Stewy1983@gmail.com	RE: 2nd hand uniform consignments
2023-10-11T01:00:10+00:00	president@capalabascapandc.com.au	kylie.austin.12@hotmail.com	RE: 2nd Hand Uniform Shop Consignments
2023-10-11T01:17:01+00:00	president@capalabascapandc.com.au	Stewy1983@gmail.com	RE: 2nd hand uniform consignments
2023-10-11T02:53:02+00:00	assistantsecretary@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au;secretary@capalabascapandc.com.au	RE: Motion Meeting 17th Oct
2023-10-11T03:00:54+00:00	chairperson@capalabaswimmingclub.org.au	assistantsecretary@capalabascapandc.com.au;secretary@capalabascapandc.com.au	RE: Motion Meeting 17th Oct
2023-10-11T22:18:16+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Michelle Martin (PnC)
2023-10-11T22:18:17+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Michelle Martin (PnC)
2023-10-11T22:18:18+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Michelle Martin (PnC)
2023-10-11T23:17:18+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Michelle Martin (PnC)
2023-10-12T05:26:16+00:00	assistantsecretary@capalabascapandc.com.au	CapalabaAO@bunnings.com.au	RE: Fundraising for Capalaba State College - BBQ and/or Bake Stall opportunities
2023-10-12T07:30:44+00:00	chairperson@capalabaswimmingclub.org.au	assistantsecretary@capalabascapandc.com.au;secretary@capalabascapandc.com.au	Updated Report
2023-10-12T09:17:24+00:00	reply-to+5616f2a83cd9@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-12T22:17:29+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	<input type="checkbox"/> New comment added: Crazy Colour Fun Run

PnC Correspondence Register Extract for Meeting

2023-10-13T01:05:15+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-13T01:25:30+00:00	secretary@capalabascapandc.com.au	lthat4@eq.edu.au	Re: Request for Agenda items / Attachments for October GM
2023-10-13T01:26:14+00:00	lthat4@eq.edu.au	secretary@capalabascapandc.com.au	Re: Request for Agenda items / Attachments for October GM
2023-10-13T01:55:39+00:00	Treasurer@capalabascapandc.com.au	jrobi514@eq.edu.au	Wave of Change - Containers for change scheme - Senior Campus
2023-10-13T01:57:49+00:00	jrobi514@eq.edu.au	Treasurer@capalabascapandc.com.au	Re: Wave of Change - Containers for change scheme - Senior Campus
2023-10-13T06:28:09+00:00	secretary@capalabascapandc.com.au	executive@capalabascapandc.com.au;schoolprincipals@capalabascapandc.com.au;swimclub.officers@capalabascapandc.com.au;grants.wg@capalabascapandc.com.au;Year6WG@capalabascapandc.com.au	Re: Capalaba State College P&C October General Meeting - ONLINE ONLY - Agenda and Attachments
2023-10-13T07:17:00+00:00	secretary@capalabascapandc.com.au	president@capalabascapandc.com.au;Treasurer@capalabascapandc.com.au;assistantsecretary@capalabascapandc.com.au	Capalaba State College P&C October General Meeting - ONLINE ONLY
2023-10-13T73:10:36+00:00	reply-to+31fb443b644c@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-13T73:12:38+00:00	reply-to+1d2ae520afd@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-15T03:52:10+00:00	Treasurer@capalabascapandc.com.au	jrobi514@eq.edu.au	Wave of Change - Containers for change scheme - Senior Campus
2023-10-15T09:57:13+00:00	reply-to+730e59714f82@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-15T09:57:56+00:00	reply-to+4c544a1c90b0@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-15T21:47:55+00:00	reply-to+7273d2485547@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-16T00:07:57+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Amie Baldwin (Swim Club 17.10.23)
2023-10-16T00:13:14+00:00	secretary@capalabascapandc.com.au	Capalaba@parliament.qld.gov.au	Re: Re. Esky and marquee/gazebo hire.
2023-10-16T02:25:34+00:00	zoaya@capalabascapandc.com.au	iandsplumbing76@gmail.com;corro@capalabascapandc.com.au;grants@capalabascapandc.com.au	Re: Plumber for Capalaba State College required - cut into existing pipe along ceiling
2023-10-16T02:47:29+00:00	chairperson@capalabaswimmingclub.org.au	exec@capalabascapandc.com.au	Swim Club Card
2023-10-16T07:26:29+00:00	reply-to+c11a226ae359@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-16T10:29:20+00:00	chairperson@capalabaswimmingclub.org.au	exec@capalabascapandc.com.au	Call Special Meeting
2023-10-16T12:46:48+00:00	k.price@y7mail.com	lthat4@eq.edu.au	Evidence from tonight's discussion surrounding particular children
2023-10-16T21:53:21+00:00	lthat4@eq.edu.au	k.price@y7mail.com	Re: Evidence from tonight's discussion surrounding particular children
2023-10-17T04:00:39+00:00	assistantsecretary@capalabascapandc.com.au	members@capalabascapandc.com.au;guests@capalabascapandc.com.au;Year6WG@capalabascapandc.com.au	Crazy Colour Fun Run volunteer opportunities - Wednesday 18th October
2023-10-17T11:04:49+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Athlete's Foot Brochure (Cassie Wagstaff)
2023-10-18T02:47:03+00:00	reply-to+28ff23e53eac@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-18T02:47:19+00:00	reply-to+e010dc5bf37@crm.wix.com	corro@capalabascapandc.com.au	[Capalaba College P&C] Photography consent & release form - new submission
2023-10-18T05:33:28+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Amie Baldwin (Swim Club 17.10.23)
2023-10-18T21:34:42+00:00	assistantsecretary@capalabascapandc.com.au	ewdun0@eq.edu.au;marms68@eq.edu.au	Re: House banners - need files
2023-10-18T21:58:23+00:00	chairperson@capalabaswimmingclub.org.au	exec@capalabascapandc.com.au	Swim Club Card
2023-10-19T05:34:13+00:00	marms68@eq.edu.au	assistantsecretary@capalabascapandc.com.au;ewdun0@eq.edu.au	RE: House banners - need files
2023-10-19T07:03:28+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Michelle Martin
2023-10-19T07:47:45+00:00	assistantsecretary@capalabascapandc.com.au	ewdun0@eq.edu.au	RE: House banners - need files
2023-10-19T08:42:40+00:00	assistantsecretary@capalabascapandc.com.au	marms68@eq.edu.au	RE: House banners - need files
2023-10-19T09:55:08+00:00	assistantsecretary@capalabascapandc.com.au	exec@capalabascapandc.com.au;swimclub.officers@capalabascapandc.com.au;members@capalabascapandc.com.au	Special Meeting Thursday 26th October 7pm
2023-10-19T10:14:56+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Michelle Martin
2023-10-19T11:04:24+00:00	assistantsecretary@capalabascapandc.com.au	exec@capalabascapandc.com.au;Year6WG@capalabascapandc.com.au	Year 6 Working Group - October meeting
2023-10-19T11:43:27+00:00	assistantsecretary@capalabascapandc.com.au	Year6WG@capalabascapandc.com.au	Year 6 Graduation Party update
2023-10-19T23:11:05+00:00	assistantsecretary@capalabascapandc.com.au	Year6WG@capalabascapandc.com.au	RE: Year 6 Graduation Party update
2023-10-19T23:12:53+00:00	ewdun0@eq.edu.au	assistantsecretary@capalabascapandc.com.au	RE: House banners - need files
2023-10-20T03:42:13+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Athlete's Foot Brochure (Cassie Wagstaff)
2023-10-20T06:25:50+00:00	nadia_elghazi7@outlook.com	assistantsecretary@capalabascapandc.com.au;Year6WG@capalabascapandc.com.au	Re: Year 6 Graduation Party update
2023-10-20T07:29:48+00:00	secretary@capalabascapandc.com.au	antw.taf@gmail.com	Re: The Athlete's Foot School Rewards
2023-10-20T09:15:40+00:00	assistantsecretary@capalabascapandc.com.au	nadia_elghazi7@outlook.com;Year6WG@capalabascapandc.com.au	Re: Year 6 Graduation Party update
2023-10-22T08:04:52+00:00	antw.taf@gmail.com	secretary@capalabascapandc.com.au	Re: The Athlete's Foot School Rewards
2023-10-22T09:26:59+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Michelle Martin
2023-10-22T22:53:34+00:00	alicia.mike@optusnet.com.au	assistantsecretary@capalabascapandc.com.au;nadia_elghazi7@outlook.com;Year6WG@capalabascapandc.com.au	Re: Year 6 Graduation Party update
2023-10-23T00:52:10+00:00	ewdun0@eq.edu.au	assistantsecretary@capalabascapandc.com.au;marms68@eq.edu.au	RE: House banners - need files
2023-10-23T02:42:10+00:00	zoe.star_80@yahoo.com	alicia.mike@optusnet.com.au	RE: Year 6 Graduation Party update
2023-10-23T03:21:25+00:00	assistantsecretary@capalabascapandc.com.au	alicia.mike@optusnet.com.au;nadia_elghazi7@outlook.com;Year6WG@capalabascapandc.com.au	RE: Year 6 Graduation Party update
2023-10-23T03:45:51+00:00	assistantsecretary@capalabascapandc.com.au	ewdun0@eq.edu.au;marms68@eq.edu.au	RE: House banners - need files
2023-10-23T03:50:50+00:00	ewdun0@eq.edu.au	assistantsecretary@capalabascapandc.com.au	RE: House banners - need files
2023-10-23T05:21:58+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-23T07:40:42+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Amie Baldwin - Swim Club
2023-10-23T07:41:57+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Amie Baldwin - Swim Club
2023-10-23T07:46:30+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Michelle Martin
2023-10-23T22:23:43+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	○ New comment added: Amie Baldwin - Swim Club
2023-10-23T23:19:14+00:00	secretary@capalabascapandc.com.au	shoul16@eq.edu.au	Re: Attached Image
2023-10-24T02:04:17+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-24T03:37:26+00:00	secretary@capalabascapandc.com.au	shoul16@eq.edu.au;tperr11@eq.edu.au	Re: Notice for assemblies Wednesday morning
2023-10-24T09:46:27+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Crazy Colour Fun Run
2023-10-24T23:58:07+00:00	nicole@capalabascapandc.com.au	corro@capalabascapandc.com.au	School fun run prize order
2023-10-25T01:54:52+00:00	Treasurer@capalabascapandc.com.au	jcat18@eq.edu.au	Containers for change
2023-10-25T02:17:14+00:00	Treasurer@capalabascapandc.com.au	chairperson@capalabaswimmingclub.org.au;swimclub.officers@capalabascapandc.com.au;kristina.haynes85@gmail.com;Bianca_kemp@outlook.com;griffisna@gmail.com;exec@capalabascapandc.com.au	Monthly Swim Club Meeting
2023-10-25T22:04:32+00:00	no-reply@asana.com	corro@capalabascapandc.com.au	New activity: Year 6 Graduation Party (Lauren Phillips)

PnC Correspondence Register Extract for Meeting

2023-10-25T23:09:14+00:00	nicole@capalabascpandc.com.au	secretary@capalabascpandc.com.au;dominos.capalaba@gmail.com	Re: Re. Requesting your support
2023-10-25T23:58:50+00:00	secretary@capalabascpandc.com.au	swimclub.officers@capalabascpandc.com.au	Fwd: Raffle donation
2023-10-26T01:09:42+00:00	dominos.capalaba@gmail.com	nicole@capalabascpandc.com.au;dalewarrener@gmail.com	Re: Re. Requesting your support
2023-10-26T01:16:33+00:00	nicole@capalabascpandc.com.au	dominos.capalaba@gmail.com;dalewarrener@gmail.com	Re: Re. Requesting your support
2023-10-26T03:53:55+00:00	assistantsecretary@capalabascpandc.com.au	exec@capalabascpandc.com.au;swimclub.officers@capalabascpandc.com.au;members@capalabascpandc.com.au	RE: Special Meeting Thursday 26th October 7pm - ONLINE ONLY
2023-10-26T04:09:42+00:00	chairperson@capalabaswimmingclub.org.au	assistantsecretary@capalabascpandc.com.au	RE: Special Meeting Thursday 26th October 7pm - ONLINE ONLY
2023-10-26T08:48:39+00:00	secretary@capalabascpandc.com.au	swimclub.officers@capalabascpandc.com.au	Re: Swim club sign up
2023-10-26T08:52:06+00:00	secretary@capalabascpandc.com.au	uniforms@capalabascpandc.com.au	Re: Website enquiry 1 of 2
2023-10-26T08:53:25+00:00	secretary@capalabascpandc.com.au	uniforms@capalabascpandc.com.au	Re: Website enquiry 2 of 2
2023-10-26T21:48:00+00:00	chairperson@capalabaswimmingclub.org.au	secretary@capalabascpandc.com.au;swimclub.officers@capalabascpandc.com.au	RE: Re. Swim club sign up
2023-10-26T22:06:21+00:00	chairperson@capalabaswimmingclub.org.au	exec@capalabascpandc.com.au;swimclub.officers@capalabascpandc.com.au;griffisna@gmail.com;kristina.haynes85@gmail.com;Treasurer@capalabascpandc.com.au	Assistant Treasurer Appointment
2023-10-26T22:10:57+00:00	president@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au;exec@capalabascpandc.com.au;swimclub.officers@capalabascpandc.com.au;griffisna@gmail.com;kristina.haynes85@gmail.com;Treasurer@capalabas	Re: Assistant Treasurer Appointment
2023-10-26T22:15:08+00:00	chairperson@capalabaswimmingclub.org.au	president@capalabascpandc.com.au;exec@capalabascpandc.com.au;swimclub.officers@capalabascpandc.com.au;griffisna@gmail.com;kristina.haynes85@gmail.com;Treasurer@capalabascpandc.	RE: Assistant Treasurer Appointment
2023-10-26T22:17:02+00:00	president@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au;exec@capalabascpandc.com.au;swimclub.officers@capalabascpandc.com.au;griffisna@gmail.com;kristina.haynes85@gmail.com;Treasurer@capalabas	Re: Assistant Treasurer Appointment
2023-10-27T06:16:52+00:00	chairperson@capalabaswimmingclub.org.au	president@capalabascpandc.com.au	Re: Assistant Treasurer Appointment
2023-10-29T23:45:16+00:00	secretary@capalabascpandc.com.au	antw.taf@gmail.com	Re: The Athlete's Foot School Rewards
2023-10-30T01:16:45+00:00	chairperson@capalabaswimmingclub.org.au	exec@capalabascpandc.com.au	Flyer - Welcome Booklet
2023-10-30T01:54:23+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	New activity: Amie Baldwin - Email to All New enrolling families
2023-10-30T03:27:50+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	New activity: Year 6 Graduation Party (Lauren Phillips)
2023-10-30T03:45:55+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Year 6 Graduation Party (Lauren Phillips)
2023-10-30T04:58:02+00:00	chairperson@capalabaswimmingclub.org.au	swimclub.officers@capalabascpandc.com.au;kristina.haynes85@gmail.com;Bianca_kemp@outlook.com;griffisna@gmail.com;exec@capalabascpandc.com.au	Monthly Swim Club Meeting
2023-10-31T00:07:55+00:00	zoya@capalabascpandc.com.au	cfree2@eq.edu.au;corro@capalabascpandc.com.au	Fw: Plumber for Capalaba State College required - cut into existing pipe along ceiling
2023-10-31T02:06:22+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Swim Club query on repairs
2023-10-31T02:17:00+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Swim Club query on repairs
2023-10-31T02:37:03+00:00	chairperson@capalabaswimmingclub.org.au	Capalaba@parliament.qld.gov.au	RE: Capalaba Piranhas
2023-10-31T02:44:09+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Amie Baldwin - Swim Club
2023-10-31T02:44:40+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Amie Baldwin - Swim Club
2023-10-31T02:52:24+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	New activity: Swim Club query on repairs
2023-10-31T02:58:42+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Year 6 Graduation Party (Lauren Phillips)
2023-10-31T03:00:42+00:00	chairperson@capalabaswimmingclub.org.au	Capalaba@parliament.qld.gov.au	RE: Capalaba Piranhas
2023-10-31T11:01:49+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	New activity: Amie Baldwin
2023-10-31T19:39:21+00:00	assistantsecretary@capalabascpandc.com.au	ewdun0@eq.edu.au	RE: House banners - need files
2023-10-31T22:14:42+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Amie Baldwin
2023-10-31T22:30:11+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Amie Baldwin
2023-10-31T23:01:02+00:00	no-reply@asana.com	corro@capalabascpandc.com.au	🗨 New comment added: Amie Baldwin

Current Status	Actions from the meeting and those outstanding:	Resp Person	Initiated	November Meeting Update	October Meeting Update (no September meeting)
1. NEW	<b>WISHLIST:</b> Carlie to forward Polo Shirt invoice to Karensa for payment	Carlie	16/10/2023	Lauren emailed Carlie 07/11/23 for invoices.	N/A
1. NEW	<b>YR6 POLO SHIRTS:</b> College to engage students in polo shirt design this term to finalise early in 2024.	Stuart	16/10/2023	Trent emailed 09/11/23 to confirm the Yr6 polo process will begin this term.	N/A
1. NEW	<b>BOOKLISTS 2024:</b> Lachlan to share update on 2024 booklists as they become available.	Lachlan	16/10/2023	Lachlan advised 90 to 100 Prep students (both mainstream & Montessori) are expected to begin at CSC in 2024. Mt Cotton News have released the booklists for 2024.	N/A
1. NEW	<b>MOVIE NIGHT 2024:</b> P&C to confer with Michelle on best dates to propose to Community Connections for consideration.	Exec/ Michelle	16/10/2023	Michelle contacted exec on 07/11/23 to request dates. No further update as yet.	N/A
1. NEW	<b>GENERAL:</b> College to review Athlete's Foot rewards brochure prior to reprinting for 2024.	Lachlan	16/10/2022	Lachlan confirmed brochure needs no amendments. Action now complete.	N/A
1. NEW	<b>GENERAL:</b> Lauren to deliver World Teacher's Day cakes to College on morning of Friday 27/10/23.	Lauren	16/10/2022	Action now complete.	N/A
1. NEW	<b>GENERAL:</b> Cathy to purchase and deliver native rosemary tree to snr campus prior to Yr12 graduation 17/11/23.	Cathy	16/10/2023	Cathy confirmed item proceeding as scheduled.	N/A
1. NEW	<b>COLOUR RUN:</b> Urgent callout for volunteers to be sent out by 17/11/23.	Lauren	16/10/2023	Lauren posted callout on FB, and also emailed P&C members. Action now complete.	N/A
1. NEW	<b>GRANTS:</b> Karen & Carlie to confer on best placement of plaque to finalise Jubilee Grant	Karen	16/10/2023	Karen and Carlie still in consultation. Karen also looking at alternate options to mount the plaque. Further update at Nov GM.	N/A
1. NEW	<b>TTP:</b> Scope of Works to be completed focussing on 1 x girls & 1 x boys toilet block to see what the P&C can gain approval to fix to make some headway.	Cristy/ Michelle	21/08/2023	Scope of Works completed. Working Bee scheduled for the New Year. Further update to be shared at Nov GM.	Michelle completed scope of works in Wk10 of Term 3. Info to be shared at next GM
1. NEW	<b>SWIM CLUB:</b> Karensa to check insurance for storage of devices etc in swim area.	Karensa	21/08/2023	Marsh Insurance confirmed devices stored in Swim Club are covered by P&C's insurance up to a total of \$20,000. Stocktake and asset register update required to assess if cover over \$20,000 is required.	P&C insurance covers any property which is owned by P&C Subcommittees. Waiting to hear back if we are sufficiently covered.
1. NEW	<b>SWIM CLUB:</b> Swim Team to check that the floodlights and lights in the grandstand are operational prior to opening.	Amie/ Swim Team	21/08/2023	No update on floodlight as yet.	Amie confirmed grandstand lights are working. The floodlight near the gate to the pool isn't working though. It's been reported to the College via Asana.
1. NEW	<b>GENERAL:</b> Breakfast club volunteers call-out.	Cassie	17/07/2023	College has shared a fb callout to gain extra volunteers for Breakfast Club. P&C reshared to P&C page too.	Additional callout sent out 6/09/23 with August minutes.
1. NEW	<b>C4C:</b> The 3 bins for the junior campus are in the P&C room pending information posters and location placement.	Karensa	17/07/2023	The bins have been handed over to Jane Catlow and Y3. They have moved the bins to monitor it more closely for incorrect use (general rubbish).	Update as per October GM agenda.
3. PROGRESSING	<b>CC:</b> Check with Karen if a watering roster should be created to keep new plants healthy over the holiday break.	Cass	21/08/2023	A watering roster has been set up in the Connection Corridor fb chat to help us keep the new trees healthy— please let us know if you can help.	Poll created in connection corridor messenger chat.
3. PROGRESSING	<b>TTP:</b> Need to determine what infrastructure works are planned for the College Toilets from the College's plans	Cristy/ Michelle	19/06/2023	Cristy and Michelle met with Carlie last week to discuss. Update to be shared at Nov GM.	As shared in August GM, government funding for toilets won't be available for another 18 months. Further update to be shared at October GM.
3. PROGRESSING	<b>CC:</b> Snr yarning circle. Working bee and campus wide email to families at the College - Cass to email relevant members of the P&C.	Cass	17/07/2023	Updates to be shared in GM's as required. Consider this action complete.	Update to be shared at October GM.
3. PROGRESSING	<b>CC:</b> Yarning Circle - WAAP's to be completed, and landscapers engaged for Yarning Circle work to commence	Cass	28/11/2022	Carlie advised at last GM that Qbuild won't be doing the relocation. Quote has been tendered out for the College to proceed with works.	Stuart has advised that the quote has been submitted to QBuild for the rack to be relocated to the cemented area between the tuckshop and G Block. No date has been advised for this work to take place yet
4. COMPLETE	<b>TTP:</b> Lauren to forward Kylie Barrett's contact details to Cristy	Lauren	21/08/2023	N/A	Lauren forwarded details to Cristy. Michelle has had a meeting with Kylie, Melissa Pilkington, Joe Robinson & Ash Evans to discuss senior campus's TT projects. This action now complete.
4. COMPLETE	<b>COLOUR RUN:</b> Cassie to attend school staff meetings on 29/08/23 to give teachers booklets to hand out to students.	Cassie	21/08/2023	N/A	Cassie attended meetings 29/08/23. Action complete.
4. COMPLETE	<b>COLOUR RUN:</b> P&C to request Save the Date post be shared to school FB page for wider exposure.	Nicole/ Stuart	21/08/2023	N/A	College shared Save the Date FB post 22/08/23. Action now complete.
4. COMPLETE	<b>COLOUR RUN:</b> Colour FunRun committee to be created to assist Nicole with the planning in the lead up to the event.	Nicole/ Exec	21/08/2023	The colour fun run is now complete and was a huge success!	<a href="#">Facebook Messenger Chat</a>
4. COMPLETE	<b>COLOUR RUN:</b> Anyone interested in getting involved with the colour fun run, please contact Nicole at nicole@capalabascpandc.com.au.	Nicole	17/07/2023	The colour fun run is now complete and was a huge success!	<a href="#">Volunteer Sign Up Sheet</a>
4. COMPLETE	2nd Hand Uniform T2 Stocktake	Caitlin/Cass	17/07/2023	N/A	Payouts for T2 stocktake consignments finalised 21/09/23. Action now complete.



**CAPALABA STATE COLLEGE**  
PARENTS & CITIZENS ASSOCIATION

**Treasurer Report to P&C Meeting 20/11/2023**

**General Business**

**October 2023:**

- ❖ Swim Club have started using their bank accounts, refer to their report for details.
- ❖ We have lost a fence advertiser, declining to extend their contract after their 12 month contract expired.
- ❖ Father's Day stall returned a profit of \$1798.97. Many thanks to the many hands that made the Father's Day stall an enjoyable, accessible and affordable experience for our students.
- ❖ We had 2205 containers deposited direct for Containers for Change this term by Jane Catlow and the Year 3 change makers. That's \$220.50 banked! This occurred in November however I will report it here since this is the last meeting for the year. Their dedication to a clean school environment, recycling and seeing the monetary reward for their efforts is inspiring.
- ❖ The Colour Fun Run was a huge success financially. The P&L was finalised in November however I will report it here since this is the last meeting for the year, profit was \$24000.93. Costs was kept extremely low thanks to the generosity of our local Capalaba businesses and volunteer hours seeking donations and promoting the fun run in the weeks leading up to the day. We offer our gratitude for the extremely generous \$5000 donation from an anonymous college parent. Well done to everyone involved in making the Crazy Colour Fun Run memorable for our children.

**Bank Reconciliation Statement for the Month of October 2023**

<b>Opening Balance (MAIN ACC)</b>		<b>\$ 94,825.15</b>
<b>RECEIPTS</b>		
Sales	2ndhand Uniform Shop	567.00
	Fencing Advertising	220.50
Fundraising	Father's Day Stall - cash (bank coin machine error rectified in Oct)	54.10
	Colour Fun Run - JustGiving	17,406.25
	Colour Fun Run -Direct Family Donation	5,000.00
Other	Credit Interest- Commonwealth bank	181.26
	Scholastic Book Club Issue 7	30.00
<b>ADD: Total Receipts processed and presented</b>		<b>\$23,459.11</b>
<b>PAYMENTS</b>		
	Term 3 2023 Uniform consignment payments	231.75
	Funds tfr to DebitCard	230.97
	Square fees- 2ndhand Uniform	9.07
	Xero	48.75
<b>LESS: Total Payments processed and presented</b>		<b>\$ 520.54</b>
<b>Closing Balance (MAIN ACC)</b>		<b>\$ 117,763.72</b>

<b>Opening Balance (DEBIT CARD)</b>	<b>\$</b>	<b>327.38</b>
Tfr from Main Account		230.97
<b>ADD: Total Receipts</b>	<b>\$</b>	<b>230.97</b>
2ndhand Uniform Shop supplies		32.35
Kmart - Colour Fun Run pool noodles and buckets		26.00
<b>LESS: Total Payments</b>	<b>\$</b>	<b>58.35</b>
<b>Closing Balance (DEBIT CARD)</b>	<b>\$</b>	<b>500.00</b>

Overall Financial position of Association (sum of all P&C accounts)

- As at 31<sup>st</sup> October 2023: **\$124,000.19<sup>^</sup>**

<b><sup>^</sup> Total allocated funds as per the following</b>	<b>\$40,059.44</b>
Connection Corridor	\$15,977.35
Swim Club subcommittee	6,658.68
Playground Art Project (Containers for Change)	3,838.90
2023 Budgeted expenses	13,584.50



### Connection Corridor Budget 2023

SUMMARY	Credit	Debit	Balance
<b>P&amp;C Approved Contribution</b>	\$6,600.00		
Less: Payments made		\$6,600.00	<b>\$0.00</b>
<b>P&amp;C Fundraising</b>	\$26,366.92		
Less: Payments made		\$16,495.19	<b>\$9,871.73</b>
<b>Successful Grants Applications</b>	\$30,000.00		
Less: Payments made		\$23,894.38	<b>\$6,105.62</b>
<b>Total Amount Remaining</b>			<b>\$15,977.35</b>

P&C Approved Contributions		Debit	Credit
Total Budget (approved GM March2021)			\$6,600.00
16.09.21	(Inv 1085) Orterra Pty Ltd- Stage 2 Consultation F	\$825.00	
08.10.21	(Inv 3991) Site Surveys Pty Ltd - Partial Site Plan	\$3,800.00	
12.11.21	(Inv 1095) Stage 1 Site Visit and Part	\$1,705.00	
04.12.21	(Inv 228) MINJERRIBAH MOORGUMPIN ELDERS-	\$160.00	
13.05.22	(Part payment Inv 1156) Orterra-consultation	\$110.00	
Total Expenses			\$6,600.00
<b>Balance Remaining</b>			<b>\$0.00</b>

P&C FUNDRAISING (FY21+FY22+FY23)		Debit	Credit
Total Fundraising contribution			
	Fundraising Contributions 2021		\$9,210.18
	Fundraising Contributions 2022		\$8,910.99
	Fundraising Contributions 2023		\$8,245.76
			<u>\$26,366.92</u>
04.12.21	(Inv 1103) Orterra - Final Concept design & report	\$4,345.00	
27.04.22	(Inv 1146) Orterra: Consultation fees	\$236.50	
13.05.22	(Part payment Inv 1156) Orterra-consultation	\$261.25	
27.05.22	(Inv 1162) Orterra	\$2,090.00	
07.06.23	(Inv001) BLC Qld Revegetation works for the Connection Corridor creekline - costs NOT applicable to the Queen's Jubilee grant	\$8,354.54	
26.06.22	(Inv 1163) Orterra. Organisation of First Nations Elders meeting	\$308.00	
08.07.22	(Inv 2406) MINJERRIBAH MOORGUMPIN ELDERS- IN-COUNCIL	\$700.00	
12.07.22	Ferry Trip to Stradbroke Island	\$91.00	
08.03.23	WildWeb printing for memorative event	\$108.90	
29.09.23	Mr Minit for keys to garden shed with watering equipment	\$37.30	
Total Expenses			\$16,495.19
<b>Balance Remaining</b>			<b>\$9,871.73</b>





### Connection Corridor Budget 2023

Successful Grant Applications		Debit	Credit
12.01.22	CS-211-009 Round 1 Conservation Grant		\$10,000.00
30.06.22	Planting Trees for the Queen's Jubilee (Inv 1195) Orterra. New re vegetation area		\$20,000.00
14.08.22	drawings	\$990.00	
27.02.23	Pacific Trophies commemorative plaque	\$442.33	
06.03.23	Commemorative celebration cake	\$70.00	
15.03.23	Light Refreshments - memorative event	\$32.48	
16.03.23	Platters for memorative event	\$120.00	
19.03.23	Plant for memorative event	\$22.98	
07.06.23	(Inv001) BLC Qld Revegetation works for the Connection Corridor creekline	\$24,641.05	
07.06.23	(Inv001) BLC Qld Revegetation works for the Connection Corridor creekline - less costs NOT applicable to the Queen's Jubilee grant	-\$8,354.54	
22.07.23	(8101/99816198) Bunnings Watering Equipment	\$476.06	
22.07.23	(8101/01676866) Bunnings Watering Equipment	-\$255.46	
22.07.23	(8101/99816414) Bunnings Watering Equipment	\$206.02	
02.08.23	(Inv002) BLC Qld Scrub and Tree Plantings on Junior Campus Corridor section	\$5,503.46	
Total Expenses			\$23,894.38
<b>TOTAL</b>			<b>\$6,105.62</b>



## Swim Club Report 202310

<b>CAPALABA STATE COLLEGE AMATUER SWIMMING CLUB October 2023 - Main Account</b>	
<b>Opening Balance @ 1 October 2023</b>	<b>\$3,915.48</b>
<b>Deposits</b>	
Participation Fees	\$600.00
Canteen Sales	\$667.50
Merchandise Sale	\$34.50
Fundraising - Club Night Raffle	\$130.00
Fundraising - Capalaba Sports Club Raffle	\$213.70
Donation - Don Brown for canteen roller door	\$1,000.00
<b>Total Deposits</b>	<b>\$2,645.70</b>
<b>Expenses</b>	
Square Fees	\$23.79
Funds transfer to debit card for purchases	\$1,244.77
<b>Total Expenses</b>	<b>\$1,268.56</b>
<b>Closing Balance @ 31 October 2023</b>	<b>\$5,292.62</b>

<b>CAPALABA STATE COLLEGE AMATUER SWIMMING CLUB October 2023- Debit Card Account</b>	
<b>Opening Balance @ 1 October 2023</b>	<b>\$124.55</b>
<b>Deposits</b>	
Transfer funds from Swim Main Account	\$1,244.77
<b>Total Deposits</b>	<b>\$1,244.77</b>
<b>Expenses</b>	
Mt Cotton News - Canteen Supplies	\$3.29
Reward Hospitality - Canteen Supplies	\$41.92
Big W - Canteen Equipment & Supplies	\$74.70
Woolworths - Canteen Supplies	\$105.70
Big W - Canteen Equipment	\$10.00
Woolworths - Canteen Supplies	\$56.40
Kmart - Operational Supplies	\$100.00
Kmart - Operational Supplies	\$235.00
Woolworths - Canteen Supplies refund	-\$3.20
Team Topia - SwimTopia Lite annual base subscription fee	\$238.36
Bank Fees - Team Topia USD international transaction	\$7.15
Woolworths - Canteen Supplies	\$98.40
Woolworths - Canteen Supplies	\$17.75
<b>Total Expenses</b>	<b>\$985.47</b>
<b>Closing Balance @ 31 October 2023</b>	<b>\$383.85</b>



# Swim Club Report 202310

## Operating Budget (Approved June 2023)

<b>MARKETING LEAD-UP</b>	<b>\$ 2,650.00</b>
Less Utilised July/August	\$ 1,899.50
Less Utilised September	\$ 22.50
Less Utilised October	\$ -
Less Utilised November	
Less Utilised December	
Less Utilised January 2024	
Less Utilised February 2024	
Less Utilised March 2024	
Less Utilised April 2024	
<b>BALANCE</b>	<b>\$ 728.00</b>

<b>CANTEEN START-UP</b>	<b>\$ 2,375.00</b>
Less Utilised July/August	\$ 1,735.55
Less Utilised September	\$375.45
Less Utilised October	\$ 84.70
Less Utilised November	
Less Utilised December	
Less Utilised January 2024	
Less Utilised February 2024	
Less Utilised March 2024	
Less Utilised April 2024	
<b>BALANCE</b>	<b>\$ 179.30</b>

<b>OPERATIONAL COSTS</b>	<b>\$ 495.00</b>
Less Utilised July/August	\$ 310.22
Less Utilised September	\$ 114.05
Less Utilised October	\$ 580.51
Less Utilised November	
Less Utilised December	
Less Utilised January 2024	
Less Utilised February 2024	
Less Utilised March 2024	
Less Utilised April 2024	
<b>BALANCE</b>	<b>-\$ 509.78</b>

Costs over budget paid for by donations & fundraising.

# Capalaba Piranhas Amateur Swimming Club

154-164 Mount Cotton Road Capalaba  
[chairperson@capalabaswimmingclub.org.au](mailto:chairperson@capalabaswimmingclub.org.au)  
0413 608 096

## Capalaba Piranhas Amateur Swimming Club (Swim Club)- Season 2023/2024

### Swim Club Report November 2023

#### 1. Canteen

Confirmation was received by the school on the 31<sup>st</sup> October to advise approval has been received for the replacement of the canteen doors and will be replaced during the Christmas Holiday. A great outcome for the Swimming Club and the School.

As Don Brown donated \$1000 toward the replacement of the canteen doors an email was sent to Don Browns office on the 31<sup>st</sup> October to explain the change and he is happy for the Swim Club Committee to decide where the \$1000 is spent and advise once this is agreed.

---

From: [Capalaba Electorate Office](#)  
Sent: Tuesday, 31 October 2023 12:54 PM  
To: [Amie Baldwin](#)  
Subject: RE: Capalaba Piranhas

Good Afternoon Amie,

Don has no objection if Capalaba Piranhas wants to use the \$1000.00 for an alternate project, but you will need to let him know what it will go towards when the committee decides.

Regards  
Matt

**Matthew Sellars**  
Electorate Officer(Temp)  
Office of Don Brown MP (BAppSc,LLB)  
Member for Capalaba  
Chief Government Whip  
Electorate Office: Shop 60, Capalaba Park, Mount Cotton Road, CAPALABA, QLD  
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Phone: (07) 3915 0100  
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From: Amie Baldwin <[chairperson@capalabaswimmingclub.org.au](mailto:chairperson@capalabaswimmingclub.org.au)>  
Sent: Tuesday, October 31, 2023 12:37 PM  
To: Capalaba Electorate Office <[Capalaba@parliament.qld.gov.au](mailto:Capalaba@parliament.qld.gov.au)>  
Cc: DL - Swim Club Officers <[swimclub.officers@capalabascandc.com.au](mailto:swimclub.officers@capalabascandc.com.au)>  
Subject: RE: Capalaba Piranhas

Good afternoon Matt

Earlier this month Don donated \$1000 to the Capalaba Piranhas Swimming Club to assist in funding a replacement canteen door. Today I have received confirmation from the school that both doors have been approved to be replaced during the Christmas School Holidays.

Therefore I ask if Don has any objection in the Swimming Club using the money for an alternate project?

I look forward to your reply.

Regards

**Amie Baldwin**  
Chairperson  
Capalaba Swimming Club  
[chairperson@capalabaswimmingclub.org.au](mailto:chairperson@capalabaswimmingclub.org.au)



# Capalaba Piranhas Amateur Swimming Club

154-164 Mount Cotton Road Capalaba  
[chairperson@capalabaswimmingclub.org.au](mailto:chairperson@capalabaswimmingclub.org.au)  
0413 608 096

## 2. Assistant Treasurer

Nicole Griffis was elected to the position as Assistant Treasurer at the special GM held on the 26<sup>th</sup> October.

We are awaiting confirmation from Karensa on a suitable time to start to train Nicole on what's needed.

**Q: Any update from Karensa on when handover/training may occur with Nicole?**

## 3. Bunnings BBQ

A Bunnings BBQ will be hosted by the Piranhas on the 26<sup>th</sup> November.

- Mariidale Park Bakery has committed to donating 39 loaves of bread
- IGA Alex Hills & Daniel Kemp from Aspect Property Development will be donating the sausages and onions
- At this stage the Swim Club may need to buy the drinks but am still working on donations.
- Volunteers are needed – we have opened this up to our swimming families and have had one family offer to help which is great for the club. We hope to get more families involved.
- Would be great to get some more members of the P&C to donate even an hour of their time to help out on the day. If you are able to help please reach out. We are looking for some volunteers to assist during the afternoon.

## 4. Christmas Party

5<sup>th</sup> December we will be holding a Christmas Party. This is a chance for everyone to jump in the pool and have some fun and wrap up the first half of the season. We will be putting on a free BBQ to feed our families and we have some fun activities planned. Note the BBQ cost for the Christmas party was approved in the June GM. If we have any members of the P&C who would also like to come along and meet our families you are most welcome.

## 5. Andersen's Signage

We are still waiting on the graphics from Andersen's for their signage in return for the install of the new canteen floor.

## 6. Raffle



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We ran a raffle for the month of October all items donated by local businesses. We raised \$260 at no cost to the Club. We are currently investigating if we can get a ham, seafood or meat tray donated for a Christmas raffle.

## 7. Donations

- 1) A new BBQ has been donated by Daniel Kemp from Aspect Property Development.

**Q: P&C to advise what they want done with the old BBQ?**

- 2) A donation has been received from Acacia Bayside Swim Club. The pack includes various swimming items (google, towel, swim cap, bag etc). Unsure at this stage on if this will be awarded as a prize for most improved or a raffle.
- 3) Golden Circle have donated a \$50 gift card to the club, the Swim Committee will discuss how this is used. Initial thoughts aresa prize for a raffle to help raise more funds for the club.
- 4) Maridale Park Bakery donating 39 Loaves of Bread for our Bunnings BBQ.
- 5) IGA Alex Hills & Daniel Kemp from Aspect Property Development will be donating the sausages and onions for out Bunnings BBQ.
- 6) Bunnings have indicated they will donate a \$100 gift card to the Swim Club, the Swim Committee will discuss how this is used. Initial thoughts are a prize for a raffle to help raise more funds for the club.

## 8. Wylas Trinity Starting Pistol

Since the start of the season we have not been able to get the Dolphin Start to work with the new timing system. We are currently investigating how we can get this working and have reached out to Wylas to see if there are any insights into what may be stopping it from working. If we are unable to get it working the Swim Committee has discussed and would like to use the money donated by Don Brown to purchase the Wylas Trinity Starting Pistol at a cost of \$990. By purchasing the Starting Pistol it would mean we have a complete compatible system that is new and would last years to come.

**Motion: To spend \$990 from Don Browns donation to the Swim Club to purchase a Wylas Trinity Starting Pistol, on the condition that we are unable to get the current Dolphin Starter working.**



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0413 608 096



## QUOTE

Capalaba Swimming Club (Piranhas)

**Date**  
31 Oct 2023

**Expiry**  
29 Jan 2024

**Quote Number**  
QU-150679

**ABN**  
34 166 349 640

William Ferguson  
0425 716 870  
Wylas Timing  
96 Kavanagh Road  
WISHART QLD 4122  
Email:  
[william@wylas-timing.com](mailto:william@wylas-timing.com)

Description	Quantity	Unit Price	GST	Amount AUD
Wylas Trinity Starting Pistol Pack	1.00	800.00	10%	800.00
Shipping	1.00	100.00	10%	100.00
			Subtotal	900.00
			TOTAL GST 10%	90.00
			<b>TOTAL AUD</b>	<b>990.00</b>

## 9. Canteen Items

To be formally noted items from the Canteen were listed as missing on the night of the 31<sup>st</sup> October. An ASANA was lodged with the school and is noted if something was to occur again in the future.

## 10. Old Sponsorship Shirts

Request to dispose of the old Piranhas Sponsorship Shirts. These shirts have old sponsorship details and not appropriate to be handing them out.

**Motion: to dispose of old branded shirts**



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# P and C Meeting

Monday, 20 November 2023

## Principal's Report

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I acknowledge the traditional owners of the land we meet, paying my respect to elders, past, present and future.

### Mobile Phone Policy

Dropped last week for us.

We need to enforce the policy; it is statewide.

We are starting the planning process on Wednesday to review the documentation - we needed the headspace for the review. Now that it's over, we can focus on planning for 2024 again.

### Colour Run success!

I didn't realise that the slime would make it EVERYWHERE!

The team should be so proud with their achievements.

While getting volunteers may be challenging, there is significant respect in the community for the work that the P and C do.

### Feedback from the review

Last week, we had four people for four days, which happens every four years.

They spoke to 195 people and developed affirmations and some recommendations for the NEXT four years

I'll get the report during the holidays. It takes a few weeks to be proofread and finalised.

### Affirmations

- 1. Respectful and caring relationships exist within the College -**
  2. so many staff members are committed to creating a learning environment that is safe and respectful
  3. our students are tolerant and accepting.
  4. Staff are willing and want to respond to students' needs.
  5. They heard from many parents about partnerships, and the students told us about the relationships.
- 6. Staff collegiality and support - staff support and learn from each other— a most desirable aspect of the College.**
  7. We talked about loving the College and working at the school.
  8. They talked about the support they get from each other.
  9. Wellbeing is recognised as a priority. Family first is always the priority—the professional culture of trust amongst staff.
- 10. Recognition and a strong voice that staff believe our students can succeed.**

11. Acknowledgement that different children need different support, but they can succeed.
12. People are very proud of their contribution to the College.
13. It is an inclusive school, and people are proud of that.
14. Teachers pushed our children to achieve.
15. **The range of programs offered to support children (curriculum and extracurricular) is wide and varied. Lots of initiatives are happening. Everywhere was an example of programs and projects to support children (not just High Capacity, HPS and Montessori).**
  16. Chemistry with Wellington Point SHS
  17. Debating
  18. Health Academy
  19. Scholars
  20. Subjects and certificates in year ten
21. **The staff know data to inform what they're doing. It's part of their conversations every day. This is rare in other schools. Teachers talked about monitoring attendance, behaviour, and learning data.**
  22. Knowing readiness for learning
  23. Knowing the intervention data
  24. Data-informed outcome (one year's growth every year)

## Word Cloud

1. Respectful and caring relationship between stakeholders
2. Pride in the range of programs and opportunities
3. Leaders and teachers believe in the potential of learners
4. Collegial support is strong

I'll share the report and the recommendations with you when I get them!  
 Many of the verbal recommendations were things that we've been working on behind the scenes anyway.

## **Carlie for an infrastructure summary and then back to me -**

Lachlan and Carlie have meet with our new Metro South Infrastructure Team to formulate a 5 year plan. Infrastructure has visited the college and inspected all our buildings taking note of major issues and concerns. We will share the plan with the P&C when it is finalised.

Carlie has been working with our Infrastructure Advisor since we rolled into the new region to secure major roof repairs or replacements. Infrastructure have advised after extensive roof reports where obtained that ITD roof will be replaced in the next 6 months. Maths Block roof will be replaced in the next 12 months and then Admin

Senior roof within the next 24 months. Carlie has flagged the roofs in Art Block, Social Science and Junior Secondary for future inspections.

Planned maintenance for 2023/2024 financial year has been discussed with Infrastructure. QBuild tender process for painting of A & B Block has been put on hold as costs to paint came back very high. We will test the market again in 2024. Costing indicates the wooden windows on the buildings are expensive to paint and repair, so Infrastructure looking to see if they can be replaced with aluminium frames with Crim safe. Infrastructure looking at possible funding.

Whilst we wait new tenders are being organised for new Carpet in the Social Science Building and Aviation Building (former Home Economics sewing) and new wet flooring in the main amenities' toilets on the junior campus.

*Work over the Christmas Holidays*

1. Existing Bike pen removed
2. New Bike Pen constructed behind the Tuckshop on concrete slab
3. Fencing at D Block (joining to C Block)
4. Tree care works in the forest school and pool carpark (dead wooding)
5. Asbestos removal of ceiling A Block ZA15 & ZA12 – will include new carpet, fans and lights and new
6. teaching wall for ZA15
7. Guttering and box guttering repairs
8. Pool canteen roller doors installed
9. Repair to lights in Cultural Centre

### **To wrap up**

Thank you again for the work done this year.

There is enormous respect in the community for your contribution.

While we may not lift our heads out of our work and say thank you often enough, we appreciate everything you do, and I say that on behalf of my team and our community. We have also nominated the P and C for a group award at the Redlands Coast Australian of the Year to show our appreciation.

**Lachlan Thatcher**  
**Principal**  
**Capalaba State College**  
**Ph: 07 3823 9111**



Capalaba State College

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## Toilet Transformation Project



### Update Report

#### Update for November 2023

- The toilets have been inspected by Carlie and Michelle to plan for the working bee.
- Michelle has done a walk-through of the toilets with Glen from Dulux to assess what we need in terms of paint it was calculated that we need 7 x 15L of paint.
- Bunnings have been approached to sponsor us in terms of paint brushes, rollers, tape and drop sheets.
- Social media posts have been generated on Facebook in order to get volunteers/ parents to help with the working bee in January
- Scope of works has been completed and cost calculated
- Cost to replace toilets have been calculated/ hoping this can be done.

#### Outcomes

- Working Bee is tentatively booked for 13<sup>th</sup> and 14<sup>th</sup> of January 2024
- School has a 5-year plan for the Toilets, new lino floors, removal of asbestos, new urinals, new toilets and cubical.
- Glen from Dulux has approved sponsorship for 4 x 15L of paint. The remaining 3 x 15L will be available for us to purchase a discounted rate of \$90.
- Dulux will also offer to sell brushes rollers etc at a discounted rate.
- Bunnings, we are waiting for a reply in regard to materials.
- Cost of materials for working Bee calculated to **\$743.61**, to cover equipment for our volunteers, gloves, gumption, brushes, cleaning products etc. Seeking PnC to sponsor. Please see Estimated Costs below. This money will make an incredible difference to the condition of the toilets.

Purchases	Store	Price	Number	Total Cost	
Jif	Woolworths	\$3.80	5	\$19.00	
Gumption	Woolworths	\$5.40	5	\$27.00	
Edco Handy Sponges 4 Pack	Woolworths	\$2.50	3	\$7.50	
Essentials Sponge Scourer 6	Woolworths	\$2.50	2	\$5.00	
Triangle Toilet Brush Set	Kmart	\$2.00	10	\$20.00	
Gloves Home brand Gloves Large 2 Pack	Woolworths	\$1.25	5	\$6.25	
Strike drain cleaner crystals	Woolworths	\$6.98	2	\$13.96	
Spray and Wipe	PnC	\$0.00	5	\$0.00	
Garage bags (50's)	PnC	\$0.00	1	\$0.00	
Selleys Wet Area Waterproof Silicone Sealant	Bunnings	\$15.60	2	\$31.20	
Selleys No More Gaps Filler	Bunnings	\$21.75	2	\$43.50	
15L paint from Dulux trade	Dulux Trade acc	\$90.00	3	\$270.00	
<a href="#">Paint brushes</a>	Bunnings	\$5.50	10	\$55.00	
<a href="#">Paint roller kit (roller + tray)</a>	Bunnings	\$6.00	10	\$60.00	
<a href="#">24mmx50m Masking Tape</a>	Bunnings	\$5.32	10	\$53.20	
<a href="#">Drop sheets 2.6x3.6m (8-pack)</a>	Bunnings	\$6.60	20	\$132.00	
				<b>Total Costs</b>	<b>\$743.61</b>

**Photos (Repairs needed)**





**CAPALABA STATE COLLEGE**  
**PARENTS & CITIZENS ASSOCIATION**

## Grants Update – November 2023

### Active grant-funded projects

Project	Grant	Status	Acquit by	Things we need help with
Connection Corridor – Tree planting	Planting Trees for the Queen’s Jubilee \$20,000	Acquittal lodged.  Plaque still needs to be installed tbc.	<b>31.10.23</b>	Watering plants – we have a roster if anyone can help please let us know.

### Outcome of application

Grant	Applied for	Outcome
<a href="#">Gambling Community Benefit Fund</a> Up to \$35,000	Mural project	<b>Unsuccessful</b>



# Capalaba State College Parents & Citizens Association

## 2024 Meeting Schedule

### When are the meetings held?

<b>Term 1</b>		
<b>January</b>	Monday 29 <sup>th</sup>	Executive Meeting (invitation only) – In-person Only
<b>February</b>	Monday 19 <sup>th</sup>	General Meeting 7pm - Online Only
<b>March</b>	Monday 18 <sup>th</sup> (AGM & Meet Greet)	Meet & Greet 6pm, AGM 7pm – Hybrid
<b>Term 2</b>		
<b>April</b>	Monday 22 <sup>nd</sup>	Executive Meeting (invitation only) – In-person Only
<b>May</b>	Monday 20 <sup>th</sup>	General Meeting 7pm - Online Only
<b>June</b>	Monday 17 <sup>th</sup>	General Meeting 7pm - Online Only
<b>Term 3</b>		
<b>July</b>	Monday 15 <sup>th</sup>	Executive Meeting (invitation only) – In-person Only
<b>August</b>	Monday 19 <sup>th</sup>	General Meeting 7pm - Online Only
<b>September</b>	Monday 9 <sup>th</sup>	Executive Meeting (invitation only) – In-person Only
<b>Term 4</b>		
<b>October</b>	Monday 21 <sup>st</sup>	General Meeting 7pm - Online Only
<b>November</b>	Monday 18 <sup>th</sup>	General Meeting 7pm - Online Only
<b>December</b>	TBD	Volunteer lunch celebration

### Where are the meetings held?

To support flexible attendance we try to offer video conference attendance for all of our meetings.

In-person attendance is specified above and may be changed / cancelled throughout the year depending on events or departmental requirements.

Special Meetings (SM) may be held throughout the year between General Meetings (GM) and subcommittee, working group and event meetings will be arranged on a needs basis.

**In Person** – Senior Campus, Redlands Meeting Room. This room is visible from School Road and you can confirm the location on google maps: <https://goo.gl/maps/5EzX4BpDmYXTrvA76>

**Video Conference** – We use Microsoft Teams to add Video Conference to our physical meetings.

**Executive Meetings** – are held over dinner in-person and by invitation only. Sub-Committees, Working Groups and position holders will be invited to join. This is where executive decisions may be made.

### How do you receive the agenda?

Agendas are provided electronic only and distributed via email to all P&C members.

If you are currently not a member and would like a copy of the agenda please email [secretary@capalabascpandc.com.au](mailto:secretary@capalabascpandc.com.au)

# Teacher Collaboration Time

## Intention

The intention of Teacher Collaboration Time (TCT) is to have a dedicated time contained within the timetable for every teacher on the secondary campus for collaborating with their colleagues to improve student learning.

TCT is directed by school leaders and covers areas such as:

- Unit planning
- Moderation
- Professional Development
- Collaborative resource development
- Case management
- Other curriculum and pedagogy related tasks
- Data analysis
- Inquiry Cycles
- PLC's

TCT is not a time for school operational matters, as these can be covered during faculty and campus meetings.

This strategy is designed to build room to develop collective teacher efficacy, through dedicated time for teachers to work together on students and learning.

Collective teacher efficacy is the belief that teachers can more positively impact the learning of their students if they work as a team. This can be achieved by teachers working towards a collective goal of student learning through collaborating on all aspects of the teaching and learning cycle (What Is Collective Teacher Efficacy (CTE)? A Definition, 2020). Educational researcher John Hattie ranks collective teacher efficacy as one of the most influential factors related to student achievement (Hattie, 2018). The effect size of collective teacher efficacy is more than two times that of feedback and almost three times that of classroom management (Visible Learning, 2018).

## Implementation

TCT would take the form of a single 70 min lesson allocated to a period 4 of the timetable. Students would be allowed to leave the school early on this day (at the beginning of second lunch). For parents of students in years 7 and 8 who have supervision concerns of their younger students going home, the opportunity to opt into a homework club would be provided for period 4. This would be supervised on a rotational basis by different faculties each week on a 5 week cycle. The below table indicates how this could work:

Week	Faculty
1	Humanities and HPE
2	English
3	Maths
4	Science
5	Technologies and Arts

The 5 week cycle could be structured for teachers in the following way.

Week	Focus area
1	Student supervision
2	Professional learning/Professional learning teams
3	Collaborative unit planning
4	Moderation
5	Collaborative resource development



## Location in the timetable

TCT would be located on during P4 on Thursday. This time is in addition to Non-contact time.

Session	Time	Monday	Tuesday	Wednesday	Thursday	Friday
<b>FORM</b>	8:30am - 8:40am					
<b>1</b>	8:40am-9:50am	<b>1</b>	<b>2</b>	<b>4</b>	<b>2</b>	<b>1</b>
<b>2</b>	9:50am-11:00am	<b>4</b>	<b>6</b>	<b>1</b>	<b>6</b>	<b>5</b>
<b>Lunch 1</b>	11:00am-11:40am					
<b>3</b>	11:40am-12:50pm	<b>5</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Lunch 2</b>	12:50pm-1:20pm					
<b>4</b>	1:20pm-2:30pm	<b>6</b>	<b>iThrive</b>	<b>5</b>	<b>TCT</b>	<b>3</b>
<b>AS</b>	2:45pm-3:45pm		<b>Meetings</b>	<b>Leadership Meetings</b>		

For 2024, staff who are responsible for inter-school sports teams will travel during the TCT time on days where travel is necessary. On other days, they will fit in with the TCT roster.

## iThrive

To support student and school culture, two to three lessons of iThrive per term will be dedicated to intra-school sports/school cultural events (i.e. house games in the lead up to sports days).

## References

Hattie, J. (2018). *Hattie effect size list - 256 Influences Related To Achievement*. VISIBLE LEARNING. <https://visible-learning.org/hattie-ranking-influences-effect-sizes-learning-achievement/>

Visible Learning. (2018, October 12). *Collective Teacher Efficacy (CTE) according to John Hattie - VISIBLE LEARNING*. VISIBLE LEARNING. <https://visible-learning.org/2018/03/collective-teacher-efficacy-hattie/>

*What is Collective Teacher Efficacy (CTE)? A Definition*. (2020, July 20). GradeCam. <https://gradecam.com/2020/07/what-is-collective-teacher-efficacy-cte/>