

AGENDA FOR EL ARISH STATE SCHOOL P & C MEETING

14 July 2020

Agenda Item	Discussion
1. Opening & Welcome	9:18am
2. Attendance & Apologies	<p>Attendance: Danielle Larsen, Katrina Wilson, Scott Withers, Chris Richards, Kate Cohen</p> <p>Apologies:</p>
3. Confirmation & Business Arising of Previous Minutes	<p>TUCKSHOP: would be great to have tuckshop return next term so children have their weekly treat; can look at some kind of non-contact payment. Denise no longer tuckshop convenor, so will need a new person. Could be a shared role, two convenors; or have one main convenor with several helpers to keep one person in charge; latter preferred. Treat convenor as professional position, make sure to find someone who suits role.</p> <p>Done. QKR is in the process of being set up for contactless payments; Scott Withers has offered to take on Tuckshop Convenor; tuckshop will reconvene once QKR set up, aiming for Week 3. See General Business for more info.</p> <p>SCHOOL TRANSPORT INFRASTRUCTURE PROGRAM DEVELOPMENT GUIDE: Katrina presented STIPDG; provides grants we can use for upgrades for footpaths, bike paths, etc. Kids have to trudge through puddles of water when it's raining; have presented to Chris for consideration who is in support; will take to Shane Knuth for local Gov support. To be done now school is reopened.</p> <p>PIE DRIVE: some schools doing bank deposits for payments to avoid cash handling; unsure about how pickup and delivery to work, usually pickup at school but no one is allowed on grounds yet; ideas for staggered pick up times so people can organise suitable times to pickup. Will aim for Term 3, get letters out. Tully Hot Bread Bakery set for Pie Drive; notes going out tomorrow (15 July) to be returned by 23 July; delivery date Mon 3 August; THBB may be able to deliver to school for us, Danielle to confirm with Ellen at bakery</p> <p>OTHER BUSINESS: CENTENARY 2022 – Ms Kerry discussed Centenary 2022; Been getting lots of calls about it, Marie Carmen thinks Kerry is leading organisation; People want to know about it now; Needs to have separate committee; School and P&C cannot commit full time but can assist; Suggestions to advertise around town – small flyers in letterboxes etc - and on FB for expressions of interest. Centenary usually covers a couple of days; consists of meet n greet day first and</p>

	<p>formal meetings, following day/days have roll calls of previous students, food stalls and memorabilia promos gifts eg stubbie coolers, shirts, photo albums, etc; big fete-like event that requires full two years to organise; Asko Keto, a previous student, last year donated many photos and may be interested in being involved; Need to organise location, date, time, etc ASAP so attendees can plan travel; Need to be able to provide info in advance for people travelling re accom, dining, event timetable/plan.</p> <p>Get flyers out to set up committee ASAP; set up day for first meeting and proposed event date. Ideas for promos/gifts: revise EASS cookbook and revamp. Will send out flyers to letter boxes and put up around towns and post on FB at least one month prior to initial meeting – first meeting will be to find EOI’s to form committee for centenary; P&C will assist and support committee but will not be part of it (although members may choose to involved if they wish).</p> <p><i>Katrina proposed that the minutes from the previous meeting be proposed as true and correct. Kate seconded.</i></p>
<p>4. Incoming and Outgoing Correspondence</p>	<p>Incoming:</p> <ul style="list-style-type: none"> - Business Trans Acct Statement (Jan-Apr 2020) - Society Cheque Acct Statement x 2 (Dec 19 – Apr 2020) - Cheque Acct Statement x 4 (Mar – Jun 2020) - QAST Membership Renewal for July 2020 – June 2021 - Moon and Back School Gifts Fathers Day catalogue - Tully Sugar Ltd Donation \$300 <p>Outgoing: Correspondence with Tully Hot Break Bakery x 4</p>
<p>5. President Report</p>	<p>N/A</p>
<p>6. Secretary Report</p>	<p>N/A</p>
<p>7. Treasurer’s Report</p>	<p>N/A</p>
<p>8. Principal’s Report</p>	<ul style="list-style-type: none"> - Working Bee: Miss Deb has asked for another working bee and would like to set a date; Katrina proposed Saturday 8 Aug; all in favour; free breakfast will be supplied again as usual - Staffing: interviews done; Jodie successful; panel put in recommendations and Jodie has secured the permanent position – YAY!!!! - Nature Playground: got until end of Term 3 to spend grant; will use working bee to use funds and work on playground - Goal Setting meetings: set for Week 3 - Sports Day: Week 6; Tues 18 & Wed 19 August; P&C will do special lunch

	<ul style="list-style-type: none"> - Musical: Peter Pan is this years musical; happening in end of Term 4 - Big 3 Priorities: usually 3 things the school will work on for the year; need to reduce to one due to covid; teachers contribute ideas at data meetings; last one term 2 and reading agreed biggest issue and therefore priority for this semester; next Tuesday doing workshop with Feluga as intro to reading and assessment of current practice and how we can move forward; get together throughout semester and analyse current practices together and possible improvements; Miss Deb hired an extra day to work Thurs – focussing on working with identified students who need assistance one-on-one at a time to help boost reading capabilities. - Supervision: Meg and Chris only staff who work 5 days and every staff member does a duty every day at school; lack of staff to offer further supervision, Union have regulations as to how many duties each teacher does; each teacher already has set duties and school can be subject to industrial action by Union for putting too many on a teacher; teachers still feel strongly about there is enough supervision especially for youngest students; teachers have worked out system to work together to adequately supervise; before school is preparation time and according to union teachers not obliged to supervise over priority duties; students are generally well behaved and responsible and take care of each other before school staff are also moving around before school; play within boundaries and/or sit at undercover and wait for school to start.
<p>9. General Business</p>	<ul style="list-style-type: none"> - QKR: setting up to reduce cash handling; use primarily for tuckshop and uniform shop, but will also be used for fundraisers etc; \$199 set up fee, \$22 per month including full support; All in favour - Laptop: Katrina asked Chris if the school would allow us to have our own school laptop – Chris agreed; also put forward request to purchase our own printer as Katrina and Danielle always printing from home; Katrina moved that we purchase printer; all present in favour. - Tuckshop: Scott to take over Tuckshop Convenor – thank you Scott!; still looking at getting an air con before summer hits; Kate offered for Nate to install for us to reduce cost compared with going through BASS; everyone happy with this option; will be box aircon. - Scott’s has some menu ideas including sushi, chicken and tuna, sausage rolls, toasted

	<p>sandwiches (ham n cheese as well as other variations including chicken, pineapple, etc), and regular sandwiches, salad plates; sandwich and salads may be option for teachers too; Will provide Scott list of Red Food; Collins in Innisfail suggested by Katrina, is a wholesale supplier that has huge variety of bulk supplies;</p> <ul style="list-style-type: none"> - tuckshop needs new fridge as not reliable; Katrina, Kate and Scott discussed standalone fridge/freezer as opposed to deep freezer and separate fridge; all agreed and content with going through Harvey Norman Innisfail, and to invest in a good quality fridge/freezer with good storage. Put forward proposal to go ahead and purchase air con, fridge and freezer for tuckshop, moved by Katrina, all in favour. - will put a calendar in the tuckshop to help work out rosters and helpers; Scott to be primary Tuckshop Convenor with alternating helpers; - P&C Room: P&C now have their own space!; Jodie worked really hard to set up little room for P&C, including moving uniform shop and filing cabinet; touching gesture and all P&C members are so grateful and absolutely love it!!! It is a dream come true - Thank you Jodie!
10. Other Business (including New Memberships)	N/A
11. Next Meeting Date	11 Aug @ 9:15am
12. Meeting Closed At	10:21am