MONTHLY MEETING

Date 31/07/2014            Commenced: 3.15 p.m.


Apologies: P. McGinn

The minutes of the previous minutes held on the 19/06/2014 were distributed and read.
P. Lovell moved that these minutes be accepted as a true and accurate record of that meeting. Seconded J. Alexander

1. BUSINESS ARISING FROM THE PREVIOUS MINUTES

- P. McGinn is making enquiries about suppliers for the formal uniform
- P. McGinn is looking into costing of replacing School Banner
- Pancake Stall could be worth considering for Pittsworth Sprints. Has been decided to go ahead with this. P. Lovell will inform the Sprints Committee
- Shade covers that were funded by Grant money have been installed. Few problems occurred with installation. We were charged more as there was rock hit which made digging longer and a bore water pipe was also hit which delayed progress. A decision had to be made to call a plumber to fix pipe. G Ruhle was called and will bill the P&C. The Difference was ________
• Enquire if Good start Grant money has been distributes to the School
  • Good Start Grant- A decision was made to purchase a new microwave for the tuckshop. The other was not working.

2. INWARD AND OUTWARD CORRESPONDENCE
   Correspondence was tabled by Secretary. P.Lovell who moved that all inward correspondence be accepted and outward correspondence be adopted. Seconded J. Alexander

3. BUSINESS ARISING FROM CORRESPONDENCE
   • An Executive decision was made to pay the difference on the invoices from Sunset Canvas. These were received by e-mail Moved by C. Roberts. Seconded P. Lovell

4. TREASURERS REPORT
   • Available balance as at the end of June 2014 is $32,205 (includes Grant Funds) and balance at end of July is $4127.00 Copy for Report to be passed onto Secretary
   • J. Alexander moved that her report be accepted, and accounts be passed for payment Seconded P. Lovell

5. PRINCIPAL’S REPORT P&C
   Terri-Anne provided her second Principal report for 2014:
   Items discussed were-
   • The need to find a parent who is willing to attend the SWPBS meetings which are held on a Tuesday afternoon at 3.30 p.m. Once a term
   • Behaviour Audit has been moved to October
- Members of the P&C will be watching the Asbestos information online
- Main switch problems that need to be looked at: no access to mains???
- We were also given a brief overview of what is being looked at with the school Discipline Audit and the School Annual Report
- Please see below report:

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**Principal’s Report**

**July 2014**

**Completed Actions from last meeting:**

Ergon Energy: mains power switch

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**Student Numbers – Total 50**

The following informs of current student numbers at Southbrook Central SS.

- Prep – 5
- Year 1 - 9
- Year 2 - 5
- Year 3 – 5
- Year 4 – 9
- Year 5 – 5
- Year 6 – 6
- Year 7 – 6

Total - 50

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**Curriculum**

- SWPBS focus – completion of aligning tasks, documentations of processes and completion of Behaviour Plan.

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**Resources – Human, Material and Financial**

- New classroom desks arrived
- Desktop computers being EDQUIPed ready for installation
- External coach working with senior boys group every Friday. Some pleasing reports back from the coach. Two boys have now been on Individual Behaviour Plans. 1 still current and demonstrating some good improvements in target behaviour.

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**Facilities**

- Asbestos Training session to conduct

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**School Operations**

- Discipline Audit – [School Positive Behaviour Plan](#) review – validation (Major/Minor/consequences)
- Removal of Student’s property document
- Internal controls audit date – 2nd, 3rd September, 2014

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**Upcoming or Special Events**
Canberra Trip 2014

- Six students attending
- All bookings are finalised.
- Camp review – put on agenda for next meeting. Discuss future options for next year – Another Canberra trip to fall in line with small schools in this cluster, drop the Canberra trip due to costs and have a camp every two years – Mudjimba, Tellabudgera or continue with camp every year – local/coastal and Canberra or local/coastal and Longreach

School Performance/Confidence in Education

- QSR – convene committee – review documents and CT&L recommendations, develop parent surveys for community input to strategic direction
- Website update

Other

Newsletter – items in by Wednesday please

Terri-Anne Simpson moved that her report be accepted. Seconded: J. Alexander

6. CLOTHING POOL REPORT
K. Brown reported that there were $593.00 Sales in May. June and July 0 Sales
Jersy’s through Condamine clothing are very popular. Some sizes have already sold out. We will have to ask P. McGinn if we are able to order, only a couple at a time.
L.W Reid will not take shorts back, A note will be added to newsletter that these will be on sale for $9.00 a pair

7. TUCKSHOP REPORT:
- We are receiving some parental help. This is greatly appreciated.
- On the 8th May one of the freezers had a malfunction. An insurance claim will be put in for the food spoilage… No reply from Insurance yet
8. FUND RAISING REPORT/ Camp Fundraising

- For camp we have in place several events: These include Chocolate drive, Easter Raffle, Woolworths BBQ 17th April, a pie drive, a plate drive (design your own plate), Quiz Night
- Fathers Day Stall will run on Friday 5th September

9. GENERAL BUSINESS

- P. McGinn will start to organise roster for Pittsworth Sprints
- Terri-Anne Simpson will ask Facilities about installing an extra power point in the Clothing pool.
- September Campdraft is no longer available for catering at. We may still have an opportunity next year.
- J. Alexander is applying for a small grant to assist with tuckshop utensils/ storage. This was a Successful Application. All details are with School. Money will be transferred to P&C account. Microwave to be purchased
• We might look at selling ice blocks for the sprints. Enquire which is the best way to go with these due to limited freezer space

• P. Lovell will source some quotes for shade annex that has detachable sides for catering at the sprints.

• P. Lovell and J. Alexander will meet to go shopping for items for sprints/ P. Lovell will confirm chip van booking

• An Executive decision was made to assist the hall committee with their annual Deb Of the Year Ball, to cover the cost of the hall for the schools end of year break up

10. Agenda Items for next Meeting:

• Discuss camp options for the future
• New banner for school
• Souvenirs, How do we distribute them????????
• Work out price for drink bottles and advertise we have them.

11. Applications for New Memberships:

P. Lovell moved that all new applications for membership be accepted as per the constitution.

12. NEXT MEETING 28/08/2014 Afternoon meeting. Commencing at 3 p.m.

13. MEETING CLOSED 5:08 p.m.

President: _____________________
Secretary:____________________