

In attendance:

Bradley Hall
Anna Turnbull
Tony O'Mahony
Natalie Turner
Caroline Smeaton
Jan Morey
Gary Donysius
Carol Campbell
Len Doo

Apologies:

Anna Turnbull
Caroline Smeaton
Minna Watson
Reagan Seldon
Karen Wallace

Approval of Previous Meeting Minutes

Moved by Brad Hall
Seconded by Natalie Turner

Meeting Schedule going forward: Last Tuesday of every month.

Next PS&F Meeting: Tuesday 31 July 2018 7-9pm in school library.

Minutes:

1. Tasty Tuesdays

- Survey results, 37 responses
- Overall response suggests that people
 - o want morning tea included
 - o don't want to pay more than they already do
 - o want fresh sandwich options
 - o would like to increase days available – this is problematic due to lack of volunteers
- Online ordering will be investigated for next term
- Work is underway to secure a commercial warmer
- Lite n easy and/or tuckshop partnering with FTP school to be considered
- Reagan will provide an update in due course

2. School's 40th Anniversary / Strategic Planning

- School's 40th anniversary to be discussed next meeting
- Elements of previous 2016-2019 strategic plan remain relevant, Natalie advised that discussion is centred around refresh and relaunch to which the PSF plan could align

3. Fundraising

- Grant submission for TGS bus has been submitted. If awarded there would be approximately \$31K shortfall to purchase a new bus.
- There are upcoming commemorative grants being offered 10 x \$100K

- Nat tabled TGS Corporate Partnership information pack
- Natalie and Len working through plan for annual Lunch for Language event at either the Broncos or Hamilton Hotel
- Sponsorship opportunities being explored with Bronco's leagues club
- Request for PSF to contribute to upgrading 30 x iPad at cost of \$15K, discussion about making contribution and fundraising balance
- Other upcoming events - Brisbane marathon and School Concert Term 3
- Discussed Term 4 movie /dinner ideas for white table event on oval, boutique breweries, inviting local community - Brad / Gary to scope next term

4. Trivia Night Lessons Learned

- The net profit from Trivia night was \$2402.
- Tony advised it was difficult to track cash without records and suggested that a cheap cash register might be helpful in future.
- Also discussed the purchase of surplus alcohol that wasn't used
- Food was limited to a cold offering
- Child minding was not budgeted to be included in ticket cost (it wasn't communicated)
- There was a lot of set up and pack up work that required more volunteers
- Disposable plates would have been easier to manage
- More planning in the lead in required next time
- Expenditure could have been better managed
- Thank you to Gary and Elaine for prize contribution

5. Administration and Communication

- There has been a suggestion to change school calendar as some parents find it difficult to read / understand due to colour coding
- A traditional calendar using the kids photos was suggested it could be easily produced to sell – for further discussion
- PSF Webpage requires update including membership list, team profiles, upcoming initiatives, minutes and forward schedule of meetings
- Discussed asking Jodie Swan to assist with sending out meetings, Facebook updates and maintaining membership list

6. Head of School Update

- The reinstatement of a gardening club / compost bin for consideration Term 4
- new speech therapist has started and new business manager role is being considered by SALDA Board
- Jan will be ordering products from the Coles School Sport Voucher program and basketball / netball hoops, balls /soccer nets / circuit type equipment was suggested
- Many families are currently transitioning to the NDIS. Jan advised that a number of families have already been through the process.
- Committee agreed that a NDIS information session for parents would be helpful

6.1 Sports Day

- Sports day is this coming Friday, discussion that some of the instructions were not clear – Jan sent clarification email.
- Greg is seeking assistance from parents to help pack up equipment and bring back to the school following events if anyone is available to do so that would be appreciated.
- Brad unable to attend and therefore Len kindly volunteered to cook BBQ lunch.

6.2 Holiday program

- The holiday program will commence on Monday to Thursday 8.30am to 3pm each day.
- Children can attend in free dress, with lunch and hats for outside play.
- There are four groups scheduled for the program and anyone that cannot attend is asked to notify TGS asap as there is a waitlist.
- The cost of the program is \$25 / day and the kids will be in different classrooms with a different schedule so as to not associate the program with normal schooling.
- The Friday will be used as a SALDA day for staff development.
- Brad will be attending to present staff with wellbeing packs, say thank you and cook BBQ.
- The PSF contributed \$500 towards the wellbeing packs.

6.3 Parking

- Lengthy discussion about the parking situation at school and a range of different options to request changes to parking times (with BCC), survey parents and do a bit of an education / awareness campaign about making best use of drop off / pick up zones.
- Discussed trialling the use of a drop and go zone to the right of school driveway for older students to reduce double parking issues. Carol suggested a sponsorship to utilise the zone
- Committee agreed that it would require some more thinking but a start would be to survey parents, do some information campaigning then test anything that we trial to reduce the congestion.

7. Treasurers Report

- Tony provided treasurer's report that was accepted by Committee.
- Suncorp account is now open and operational
- All banking will transition from NAB to Suncorp by the end of the year
- Unsold alcohol from Trivia night value \$725
- Natalie advised that SALDA were considering a move from NAB and would appreciate having a look at Tony's bank comparisons undertaken for PS&F

8. Action Items / Next Meeting Agenda 44

- Discuss calendar / short plan for next six months - Vanessa
- Reminder email to parents to complete Tasty Tuesday survey if they haven't already – Nat / Reagan
- Tasty Tuesday survey result, update and discussion next meeting - Reagan
- Letter to OLR seeking partial refund of room hire form as a donation – Nat / Jan
- Follow up options and costs for IPAD replacement, if the school's software or requirements would be compatible and plan for matching a PS&F contribution
- Further discussion about trialling alternative parking arrangements including parent survey and information campaigning for parents to reduce the congestion – Not allocated
- Webpage updates including membership list, team profiles, upcoming initiatives, minutes and forward schedule of meetings – Vanessa, Jodie
- Organise NDIS information session for parents – Jan
- TGS 40th Anniversary Commemoration – Nat/ Peter

Meeting Closed by Bradley Hall 9:00pm