**Narangba Valley State School**  
Parents and Citizens Association  
ABN 646 383 109 89  

**General Meeting**  
**MINUTES**  
For the Narangba Valley State School P&C Association

**Date:** Wednesday 12 November 2014  
**Venue:** Corporate & Student Services Building  
**Chair:** Allison Clark

1. **Meeting opened at:** 6:38pm

2. **Attendance/Apologies:** As per the “Attendance Sheet”.

3. **Ratification of Minutes from the previous meeting**  
Allison Clark presented the Minutes of the last meeting held 15 October 2014 and asked that they be accepted as true and correct.  
*Moved: Di Winthrop  
Seconded: Mr Hughes  
All those in favour: Carried by the floor*

4. **Business arising from previous Minutes**  
Nil

5. **Inwards & Outwards Correspondence**  
Allison Clark tabled the Inwards/Outwards Correspondence Registerers *(refer to the relevant registerers for a complete list)*

6. **Business arising from correspondence**

7. **Treasurers Report**  
Matt Jeavons tabled the Treasurers report *(see full report attached)*.  
Credit balances as of 30/09/2014 are as follows:  
- Westpac $44,726.12  
- Westpac Maxi Saver $34,986.46  
- CBA $12,212.34  
Cheques written for Tax Invoices *(refer to Treasurers Report)*

8. **Principals Report**  
- Sue Harris  
Mrs Harris tabled the Principals Report *(refer attached)* and requested that it be accepted as true and correct.  
- Current enrolments – 1118 students with 3 exemptions.  
- School swimming only offered to Year 1 – 3  
- Religious education in 2015 will only be offered to Years 1 - 4.  
- Homework policy was reviewed and new policy will go out in 2015.  
- Currently reviewing the report card structure and looking to move to a one page report for 2015.  
- LOTE in 2015 will be offered to years 5 & 6.  
- The BSM position advertisement is now closed and short listing for interviews is currently underway.  
- New Enrolment Management Plan has been approved and will be gazetted.

9. **Deputy Principals**  
Mrs Sharpe tabled the Deputy Principals Report *(refer attached)* and requested that it
• Tracey Sharpe be accepted as true and correct.
  • Year 6 shirts for 2015 has been selected
  • Graduation ceremonies invitations will be distributed to students on 14 November 2014.
  • Students that nominated for School Captain, Vice School Captain and Student Chair Person will present a short speech on 14 November to student in Year 3-5. Students will then be shortlisted and informed of this by Monday 17 November 2014.

• Karla Cochran Mrs Cochran tabled the Deputy Principals Report (refer attached) and requested that it be accepted as true and correct.
  • Nova and Viper Netball teams will participate against NVSHS and Narangba State School in the Two Cup Challenge on Friday 14 November.
  • The swimming carnival for Year 4-7 will take place on Friday 5 December.

VARIATION TO SCHOOL ROUTINE:
  • Swimming carnival for Year 4-7 – Friday 5 December
A variation to school routine has been completed in One School for these events and a risk assessment was done.

• Amanda Blanch Mrs Blanch tabled the Deputy Principals Report (refer attached) and requested that it be accepted as true and correct.
  • Coalition public speaking competition was hosted on 12 November at NVSS
  • NVSS were awarded:
    ▪ 1st in 4/5 Category – Lauren Tauraa
    ▪ 3rd in 6/7 Category = Jessica Ralston

• Graeme Hughes Mr Hughes tabled the Deputy Principals Report (refer attached) and requested that it be accepted as true and correct.
  • A number of instrumental Musical Events will be held at the school over the next few weeks

• Business Services Manager Mrs Winthrop tabled the Business Services Report (refer attached) and requested that it be accepted as true and correct.
  • 85% of student’s resources scheme has been collected.
  • 2015 Student Resource Scheme (SRS) – approval was granted to continue with the SRS and it was agreed to increase the fee to $25.
  • Request to P & C to consider in their 2015 budget that they contribute to the ongoing maintenance and replacements planning for air-conditioners of $10 000
  • Facebook page is growing and has 358 likes.
  • QSchools app – 519 people have made our school a favourite and 192 allowed push notification

VARIATION TO SCHOOL ROUTINE:
  • Year 6 – Pet Smart visiting to the school on 1 December. No cost
  • Year 6 & 7 – NVSHS preparation day on 3 December – students attending NVSHS in 2015 will visit on this day. No cost
A variation to school routine has been completed in One School for these events and a risk assessment was done.

10. Sub-committee Reports
• Fundraising • The Twilight Markets and Disco will be held on 28 November 2014
• Theme is a beach team
• Mrs Harris requested lots of parent volunteers to help with the water station at the Disco

• School Gift Stalls (Lizelle Adams)  
  • The craft group is working hard to finalise 3000 gifts for the Christmas Stall. All gifts will be $5 and under.
  • Stalls to be held on Tuesday 24 and Wednesday 25 November.
  • All leftover stock will be sold at the Twilight Markets.

• School Banking (Bronya Brinkhoff)  
  • For Term 3 we earned $538 commission. Students deposited nearly $10 000.
  • 1161 deposits made in Term 3.

• Grants Officer  
  Nil report

• Book Club (Jane Taylor & Wendy Charlton)  
  • Issue 7 - $1717 sent to Scholastic
  • In 2015 scholastic will introduce a parent online ordering/payment system. Late orders will incur a handling fee.
  • Issue 8 is the last issue out for the year and due back on 20 November.

• Café (Heather Palfrey)  
  • Subway Meal Deal last Wednesday of term. Close closed on Thursday and Friday for stocktake and cleaning. Staff Xmas Breakfast will be served last Friday of term.

• Uniform (Leanne Mouatt)  
  Leanne Mouatt presented the Uniform report (see full report attached).
  • The new skirt that was trialled have been reviewed and will be available for sale from 2015.

11. Chaplaincy  
• Mrs Coleman tabled the Chaplaincy Report (refer attached) and requested that it be accepted as true and correct.
  • Funding for 2015 is unclear with Chaplaincy losing the high court challenge.
  • Continuing to support Playgroup, regular children and new families to our school.
  • Parenting workshops in March 2015. Peter Janetzki – Raising Boys workshop on Tuesday 17 March and Liz Walker – Raising Girls workshop on Tuesday 24 March
  • Mrs Coleman has resigned her job to spend more time with her family. The chaplaincy role will be advertised.

12. General Business:  
• Nil report

13. Registration of new Memberships:  

14. Next Meeting:  
February 11th 2015

15. Meeting Closed at:  
7.24pm???

Minutes endorsed as true and correct  
Dated:

Presidents Signature  

Signature:
Allison Clark, President P&C