Parents and Citizens Meeting

MINUTES

Day/ Date: __ Tuesday 10th Month: __ June 2014
Venue: C Block Meeting Room, Caboolture Special School, Meeting opened 6.25pm
Chair: Debbie Grey

1 Attendance:
Members: Debbie Grey, Shane Grey, Renee Holmes, Nicole Coady, Julie Hall, Kylie Stretton, Kaye McGaughey, Erin McCrea, Sharon Paynter, Alan Grieve, Julie Paag, Jason Paag, Beth Devonshire.

2 Apologies:

3 Minutes of previous meeting:

Motion: That the minutes are an accurate record of the meeting of Day __.
4  **Business arising from Minutes:**
- Old School Jackets left over, to be offered to staff as leaflets sent out to students have had no response. Offered to teachers for $25 to purchase, handouts to got to office with sizes available for purchase.

**Motion:**
Moved by: _____________________ Alan Grieve
Seconded: _____________________ Nicole Coady
Carried. □ Yes

5 /6  **Correspondence inward/ outward**
**Inwards:**
- See attached sheet

**Outwards:**
- See attached sheet

**Motion:** That the Correspondence inward and outward be accepted
Moved by: Renee Holmes
Seconded: Sharon Paynter
Carried. □ Yes

7  **Treasurer's Report:**
- General Account
  Cash Book Balance as at $ Add Receipts $ Less Payments $ Balance as at $
  
- Event Account
  Cash Book Balance as at $
Add Receipts $ 
Less Payments $ 
Balance as at $ 

No Financial statements available this month will get the paper work and statements as soon as possible.

Motion: that the Treasurer’s report be accepted
Moved by: Debbie grey
Seconded: Sharon Paynter
Carried. □ Yes

8 Uniform Shop Coordinator’s Report/ business arising:

Deb Bowers will be unavailable for the next term for uniform, Renee Holmes and Deb Grey or a Helper will take over the role for the term.

Motion: that the Uniform Shop Coordinator’s report be accepted
Moved by: Renee Holmes
Seconded: Kylie Stretton
Carried. □ Yes

9 School Banking Coordinator’s report/ business arising:

- 12 student rewards have been handed out for the year so far.

Motion: that the School Banking Coordinator’s report be accepted
Moved by: Renee Holmes
Seconded: Nicole Coady
Carried. □ Yes

10 School Principal’s report/ business arising:

- There have been many certificates and awards handed out to the students on parade for literacy and maths, and there are many more that are available for the students.
- There is a visit organised for Dr Bronwyn Ewing (facilitator at QUT) as a guest to help teach and show the teachers about maths concepts and experiences – (Union Maths)
- One school will update through the year and the students results will be entered in and the children’s abilities and skills will be able to be tracked and known to teachers.
- Duke of Edinborough – kids are going on an overnight camp.
- Compass – support group that offers a pathway to the students to have post-school opportunities to learn and have access to the
- community.
- 4 staff have completed first aid training – they are now available to train teachers and transitional students to complete the training.
- Meeting this Thursday, of guidance officers from around the community to help to know what the criteria for enrolment of students for Caboolture Special School.
- Internal Audit last week of this term – all documents and financials for the whole school.
- Discipline Audit to take place in early October.
- Flexi Schools – to be rolled out to the staff and then will go out to the students.
- Flooring being replaced in B block, awaiting information about possible renovations to staff room.
- Caboolture Tafe students have visited the school and will draw up some designs for outside the new Senior buildings.
- Nursing position for the school, has become vacant.
- Would like to thank Ben Byrne for all the work and effort put into organising the Adventurers Walk for the Duke of Edinburgh awards.
- 20 students to graduate this year.
- We currently have no class room space as there have been a number of class rooms created to suit the student numbers. A number of class rooms have been created by using the therapy rooms for the students.
- 19 students in this year and 14 new students from one school to enter next year for school.
- New Mower purchased for the school.

Motion 1 - Alan Grieves that P and C organise a delegation meeting with Darren Grimwade regarding school size at his offices.
Moved by - Alan Grieve
Seconded by Sharon Paynter
Carried yes

Motion: that the School Principal’s report be accepted
Moved by: Beth Devonshire
Seconded: Nicole Coady
Carried. Yes

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<th>11</th>
<th>Parent Liaison Officer Report:</th>
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<td>Meeting in the P and C Room every Tuesday morn from 9 – 11am, no parents seen yet.</td>
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<td>All information inside the bottom draw for Parent Liaison is general information and no confidential information is to be kept in there for confidentiality issues.</td>
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Motion: that the parent liaison report be moved
Moved by: Kylie
Seconded by: Sharon Paynter
Carried Yes

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<thead>
<tr>
<th>12.0</th>
<th>General Business</th>
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<td>(I = information, D = discussion, R = resolution)</td>
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<th>12.1</th>
<th>Actions</th>
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| Grant for P & C room - Cupboards, computer and printer have been purchased. Funds to be spent by Sept (I)
Possible Pamphlet stand/bookcase to be bought?
|  
| Motion 1
Next P and C Meeting to be held on the 22\textsuperscript{nd} of July and then the 12 th August.
Next executive meeting to be held on the 16\textsuperscript{th} July at 9.00am in the P and C room.
Moved Renee Holmes
Seconded Louise Catton
Moved yes |
| 12.3 | 
| Executive meeting – held on the 4\textsuperscript{th} June, Minutes provided to the meeting and are attached.
Request that the special events meetings be notified so that a representative from the executive can be present and help them out.
A Storage solution/security is needed down the track to store and secure the confidential information of the Parent Liason.
Event calender – new dates and fundraising (see special Events Calender) |
| Actions |
| 12.4 | 
| Cookie Dough Fundraiser – funds be donated to the chaplaincy program.
Possibility of having another Bunnings BBQ – to be donated to the chaplaincy program.
Moved by Sharon Paynter
Seconded by Louise Catton
Carried Yes |
| Actions |
Flexi schools Program has been purchased and will be rolled out to teachers first and then extended to the students and families.
13 2014 Meetings Schedule – next meeting is executive meeting Wednesday 16th July, followed by general P & C meeting (Tuesday 22nd July)

Meeting Closed: 8.10pm

Next Meeting: Tuesday 22nd July 2014 Minutes recorded by: Renee Holmes