1. WELCOME & APOLOGIES
2. RATIFICATION OF MINUTES OF PREVIOUS MEETING
3. COUNCILLOR/MINISTER UPDATE
4. BUSINESS ARISING FROM PREVIOUS MEETING
   4.1. Progress on P&C actions/motions (attached)
5. CORRESPONDENCE (for noting and any business arising)
   5.1. Out: Letter of support for grant application to Brisbane City Council / School Sport and Recreation Facility – applying for $30,000 to heat swimming pool.
6. OUT OF SESSIONS MOTIONS PASSED BY P&C SINCE LAST MEETING
7. REPORTS
   • P&C President update
   • Business Operations Manager report (attached)
   • Treasurer report (attached)
   • Principal’s Report (to be tabled at meeting)
   • Chaplaincy report (attached)
   • Subcommittee Meeting Reports
     o Music Supporters Group
     o Swimming Club Committee
     o Junior School Parent Advisory Group
     o Middle and Senior School Parent Advisory Group (no meeting this month)
8. MOTIONS ON NOTICE.
   8.1. BOC: That the P&C approve the replacement of cold room cooling unit and install drain line for Senior School Tuckshop (estimated cost is $6,500).
   8.2. BOC: That the P&C approve to convert one casual position in Senior School Tuckshop to permanent part-time.
   8.3. BOC: That the P&C approve replacement shelves and additional desk in the OSHC foyer (to a maximum of $2,000).
9. GENERAL BUSINESS
10. REGISTRATION OF NEW MEMBERS
11. DATE OF NEXT MEETING
    • Monday, 15th May 2017 7:00 PM
12. CLOSE
<table>
<thead>
<tr>
<th>Name (Please Print)</th>
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<tbody>
<tr>
<td>Lee Mary Hoising</td>
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<tr>
<td>Sean Henderson</td>
<td></td>
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<tr>
<td>Gaby Podger</td>
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<tr>
<td>Ruth Barker</td>
<td></td>
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<tr>
<td>Di Johnston</td>
<td></td>
</tr>
<tr>
<td>Andrea Dalgleish</td>
<td></td>
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<tr>
<td>Kristy Boyd</td>
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<tr>
<td>Dorisca Signoretto</td>
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<td>Julie McMahon</td>
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<td>Susie Brunkes</td>
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<td>Louise Titterton</td>
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<td>June Wilkins</td>
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<td>W.J. Ross</td>
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<tr>
<td>Joanne Hamer</td>
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<td>Grant Roper</td>
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<table>
<thead>
<tr>
<th>Apologies (Please Print)</th>
<th>Apologies (Please Print)</th>
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<tbody>
<tr>
<td>Joshua Jane</td>
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</table>
Kelvin Grove State College
Parents and Citizens Association – General Meeting

MINUTES
20th March 2017
Senior School Library - Kelvin Grove State College

1. ATTENDEES
1.1. Meeting commenced at 7.30 pm.
1.2. Attendees and Apologies – see attendance sheet.

2. RATIFICATION OF MINUTES OF PREVIOUS MEETING
2.1. GA moved and NR seconded that the minutes of the previous general meeting be accepted as printed. Carried.

3. COUNCILLOR/MINISTER UPDATE.
3.1. None

4. BUSINESS ARISING FROM PREVIOUS MEETING
4.1. Progress on P&C motions (see attached table)

5. CORRESPONDENCE (for noting and any business arising)
5.1. General – P&C minutes will now be posted on www.kgscpac.org under ‘Your P&C – See the latest minutes here’.
5.2. Outwards:
   • Grant application for heating for pool.

6. OUT OF SESSIONS MOTIONS PASSED BY P&C SINCE LAST MEETING
6.1. None

7. REPORTS
7.1. Business Operations Manager report (attached)
7.2. Treasurer report (attached). GA moved and LT seconded the Treasurer’s report. Carried.
7.3. Principal’s Report (attached)
7.4. Kristy Boyd (College Business Manager) – provided update (attached)
7.5. Chaplaincy report (attached)
7.6. Subcommittee Meeting Reports
   7.6.1. Music Supporters Group (none - meeting next week)
   7.6.2. Swimming Club Committee (attached)
   7.6.3. Junior School Parent Advisory Group (attached)
   7.6.4. Middle and Senior School Parent Advisory Group (no meeting this month)

8. MOTIONS ON NOTICE
8.1. BOC: That the P&C approve the replacement of cold room cooling unit and install drain line for Senior School Tuckshop (estimated cost is $6,500). NR moved and LT seconded. Carried.
8.2. BOC: That the P&C approve to convert one casual position in Senior School Tuckshop to permanent part-time. NR moved and GA seconded. Carried.
8.3. BOC: That the P&C approve replacement shelves and additional desk in the OSHC foyer (to a maximum of $2,000). NR moved and LT seconded. Carried.

8.4. P&C: That the P&C approve add to the AGM agenda in the future, an item to ensure there are discussion around any health and safety policies that need to be updated and/or added (e.g. banning of disc batteries for all P&C fund raising activities). RB moved and GA seconded. Carried.

9. GENERAL BUSINESS

9.1. RB raised the health risks associated with disc batteries, particularly those found in cheap promotional materials. It is recommended that the P&C and its subcommittees agree to banning promotional items and/or prizes etc that contain disc batteries due to the risk to health. See motion 8.4.

9.2. RB raised the need for a watering system in bush garden area adjacent to dance hall assist the establishment of tree fern.

9.3. LP commented that Open Day was very successful and is targeted largely at in-catchment parents (e.g. parents who are in catchment that go to a different primary school) and provides an opportunity for these parents to see what the school has to offer.

9.4. Should look at opportunity to add P&C promotion at Junior / Middle / Senior School information nights and Open Days.

9.5. General discussion around the fact that parents want to be 1. involved and contribute to the school (e.g. in-class volunteering); and 2. Part of a broader school community (e.g. meet other parents with children of a similar age). P&C and College need to work together to look for opportunities to foster (1) and (2).

9.6. General discussion around out of catchment enrolments: It was clarified by LP that only out-of-catchment enrolments are via excellence programs (and these are limited depending upon capacity). The College now employs a full time enrolments officer to mange enrolments. LP also clarified that where a student is accepted via an Excellence program, this only entitles that one student entry to the College and does not extend to siblings. Where an out-of-catchment student is accepted not through an Excellence program (this is rare) then in this case siblings of the student can also attend the College.

9.7. General discussion around College capacity: by 2020 the College will have capacity constraints. The College is currently in discussions with the Department of Education to plan and look for solutions to this issue.

10. REGISTRATION OF NEW MEMBERS

10.1. None.

11. DATE OF NEXT MEETING

11.1. Monday 15th May 2017, 7:00 pm.

12. CLOSE

12.1. Meeting closed at 8.50 pm.
### 2017: Kelvin Grove State College – P&C Actions/Motions

<table>
<thead>
<tr>
<th>P&amp;C mtg</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apr 2016</td>
<td>Gen Bus: Kelvin Grove Rd crossing – dangerous student behavior.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Feb 2017</td>
<td>OSHC: The P&amp;C approves the OSCH Autumn vacation care plan: $43 daily cost with surcharges for the following days: 4 Apr Rock Climbing at OSHC - $18; 6 Apr Australia Zoo - $35; 11 Apr Build a Bear - $18; 13 Apr Seventeen Miles Rock River Park - $15.</td>
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</table>
Treasurer’s Report
Through 28 Feb 2017

Key points:
- Current Operational profit for the year is a nearly $140,000. This is nearly the same as last year
- No major contributions to the college yet. Working with the business manager to raise invoices for contributions approved last year.
- Most of the $10,000 invested in the businesses is payments for work authorized last year (mostly in the Junior Tuckshop)
- $8,000 contributed from JPAG is funds raised last year

Motions:

1. Request approval to convert one casual position in Senior School Tuckshop to permanent part-time.
2. Request approval to replace Senior School Tuckshop cold room cooling unit and install drain line for a maximum of $6,500.
3. Request approval for replacement shelves and additional desk in the OSHC foyer to a maximum of $2,000

Regards,

Nils Resare
Treasurer
Kelvin Grove State College Parents and Citizens Association
BOC REPORT

BOC meeting held on Thursday 16 March, 2017

General
• No major issues reported
• Open Day was successful
• BOM & other to organise refreshments for parent/teacher interview evenings (3.30pm to 6pm)

College
• Painting at Junior School (library & tuckshop) over holidays
• Master plan for landscaping at Junior School
• Various construction works underway and planned for holidays

Subshop
• Bucket Hats now on sale.
• Bulk parent interviews for 2018 – 28 March, 2017
• Parent/Teacher interviews – 27 April and 2 May – Meet & Greet Desk

Senior Tuckshop
• Good sales
• Online sales increasing
• Quote to upgrade cold room
• Extra permanent part-time position required

Junior Tuckshop
• Sales increasing
• Volunteer numbers are increasing
• Hand paper dispenser required

OSHC
• Vacation Care program is available
• Shelving for reception area
March 20 2017

Principal Report for P & C Meeting

1. Principal Position determined – 3 year contract signed
2. Doug Fisher of “Fisher and Frey” visit very successful, great food for thought and informed the precision for our development strategies
3. DG’s Principal’s Conference
4. Brett Lee – INESS – Internet Education and Safety Services - Parent presentation
5. Open Day 2017 - successful on many scales
6. Additional Rooms on line in Middle and Senior school
7. Waiting to meet with Central Office around long term solutions for college capacity – Review Master Plan implementation
8. Jrn School build progressing well
9. Cross Country – last week of school Term 1 – course complexity this year
Upcoming projects

**Junior Campus**

- Installation of a second entry/exit gate at the front of the school with a footpath
- Painting in library

**Senior Campus**

- New storage area to be built at front of Hall
- Rendering and painting in the Hall
- Asbestos removal at Easter break:
  - Hall panel lift doors
  - Two E Block staffrooms and Maths HOD office
- New carpet in E Block staffrooms and Maths HOD office
- Disability Access Works:
  - Lift to be installed at Hall stage in June/July holidays
  - Approval for lift installation between E and F Blocks – to be ready by end of 2017
- Install undercover area at D Block
- Install undercover area at Visual Arts Block
- Stairs put near D Block to allow seniors additional access to their eating area
- Concrete path next to new hire buildings
- Roller shutters to be installed in Student Services and Hall canteen area
- Painting of various areas during the holidays
Minutes – 13th March 2017
Kelvin Grove Junior School P&C – JPAG
Scheduled Start 7:00pm, Junior School Library

Welcome

Attendees Susie Banks, Lara Maia-Pike, Melanie Duncan, Rachel Crossland, Sarah Connolly, Dorisca Signuretto, June Wilkins, Tracy Lamb.

Apologies Di Johnson, Elena, Jol Reed, Wendy Shields

Acceptance of February Minutes

Principal’s Update

See Attached  DG

Treasurer’s Update

Fundraising from whole of school picnic $126.20  SB
JPAG has provided new equipment for Active School Travel/Footprint Friday $322.30
JPAG provided entertainment at the whole of school picnic with the Chinese Dancers $350
JPAG will not be providing Gelati this year for Carnevale because of the scaled down celebration due to limited space with the new build.

Open actions
• MONITOR – receipt of Gonski funds for 100 for displaying signage etc at the Election Day BBQ – Invoice issued.

Secretary’s Up Date

Open actions  JR
• Action – Find a thermometer board we can use to better visually communicate our fund raising objectives around the school for 2017 – JR

Pick Up Zone

Di sent her apologies but provided the following information that was shared with JPAG.  Di

Pickup zone
• Volunteer numbers are down – Damien is going to send a recruitment request this week
• Congestion seems to be getting worse and people are taking more risks – still the minority of users and all the usual things like blocking L’Estrange to enter the zone, refusing to move when they get to the front and their kids aren’t there, U-Turns from the zone, but also double parking, parking across the road and calling their children over, cutting out of the zone into traffic, blasting horns, overtaking double parked cars and one person who finally moved on but then parked and come back and abused the teacher’s aide because their child keeps getting kept back after school by their teacher for misbehaving!!!!
• Damien’s recruitment email is also going to show what is expected on the zone – so hopefully the above improves
• Damien is going to talk (at JPAG) about what we can do to increase the police presence

Traffic Management
• Meeting time TBC
Active School Travel

Wendy sent her apologies but provided the following information that was shared with JPAG.

AST all going well. We are getting a few more volunteers each week, but if can get Damien to please include us when asking for future helpers, that would be great.

Other Business and Events

**JS Directory**

- JPAG agreed to a form being drafted up and sent out to the junior school parents to participate in the JS directory. This information will then be compiled to produce a directory.

- The directory will be in class lists and will contain the details provided in the form of participating families.

- The directory will contain less school specific information than in previous years because that is already available in the Junior School Diary that children use.

- The directory will contain the latest JPAG/P&C info.

- Eventually this will prove the basis for a class parent representative arrangement for easy communication.

**Carnivale** – 30 March – it was noted that JPAG does not need to provide Gelati this year.

**Tuckshop** - The JS Tuckshop now has some new volunteers. Dorisca is the JS Tuckshop co-ordinator. It mentioned that it would be helpful if the tuckshop was notified of upcoming camps or excursions so food is not being prepared for standing orders for students who are away.

**5c Challenge** – Will be run the same as last year and will result in a donation to JPAG for our current fundraising objectives. Milk bottles will be given to each class. The idea being that students will bring in smaller coins to fill the bottles. The class that donates the most to JPAG will get a pizza party. Second Term, June 2017 was suggested as the date. Damien agreed to this.

**JPAG 2017 Calendar** – The JPAG Calendar prepared by Jol was reviewed. Consideration was given particularly to Term 1 & Term 2 events.

- Harmony day was on 10th March not as in the calendar 23 March.
- Damien mentioned that the Sports day date of 31 May was not set in stone because decisions still need to be made about how this will be run with the field constraints.
- 5c Challenge is to be moved to June 2017.
- Mother’s Day Stall will come quickly after the holidays – the same week as our May JPAG meeting.

**Mother’s Day Stall** – This is the next fundraising opportunity. We need to ask for a volunteer to run the stall as soon as possible so that items for sale can be ordered. Friday 12 May is noted in the calendar.

**JPAG Flyer** – was not discussed.
Principal KGSC JPAG Report

Principal: Damien Greig

Date: 13-03-17 Term 1 Week 4

School Overview

All running smoothly. All classes are settled, children are underway with our key priorities in English, Maths and Science. The building is going up quickly, we are pleased with the progress so far.

Term 1: Events/activities

1) Calendar of events for term 1: Refer to calendar provided.

General information/discussion points/JPAG upcoming events

- Year 5 Leadership Induction
- SMS alert – absences. Going well, the feedback has been positive
- Facilities update
- School Traffic Management Plan update
- Pick up/Drop Off Zone: Report an issue. Policelink page go to Online Reporting and Updates, under Contact Us select General Inquires and in the drop down box select Road rules/Traffic matters.
- Bucket Hats (incorporate house colours)
- Yr 5 Camp
- Open Day
- Harmony Day
- Carnivale
- Calendar – Book Week Fri - 25th Aug
Staffing

<table>
<thead>
<tr>
<th>Staff member leaving/on leave 2017</th>
<th>Replacement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slavenka Djockic</td>
<td>Sarah Logan</td>
</tr>
<tr>
<td>Damien Greig</td>
<td>Diana Morgan</td>
</tr>
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Facilities update

1)

Professional Development Opportunities

1) Doug Fisher

2) Neuroscience

3) City Cluster Moderation

4) Principal Conference

JPAG discussion topics at next meeting

<table>
<thead>
<tr>
<th>Date</th>
<th>Raised by</th>
<th>Issue</th>
<th>Action</th>
<th>Who</th>
<th>Notes</th>
</tr>
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</table>
Kelvin Grove Amateur Swim Club  
Sub Committee Meeting Tuesday 14th March @ 7.00pm

Present: Lee Mary Hosking, Maryann Stitt, Sarah Combe, Andrew Deane  
Mike Gascoigne

Apologies: John Spooner, Mike Ryan

Agenda Items

<table>
<thead>
<tr>
<th>Item</th>
<th>Action</th>
<th>Person Responsible and Date</th>
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</thead>
<tbody>
<tr>
<td>Welcome</td>
<td></td>
<td>Mike Gascoigne</td>
</tr>
<tr>
<td>Treasurer’s Report</td>
<td></td>
<td>John Spooner</td>
</tr>
<tr>
<td>John provided report – P &amp; L &amp; Balance Sheet for which Mike reported.</td>
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<tr>
<td>Coaches Report – Maryann &amp; Sarah</td>
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<tr>
<td>Over view of season to date</td>
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**Swim Lessons**

Well attended season. Lily and Annaliese a good addition for coaching of kids.

Noticeable that numbers have dropped off due to upcoming sports commitments – do we need to take this consideration?

School open day, lots of people showed interest in swimming opportunities at KG. Next year we need to be present for open day.

Have to keep in mind capacity for squads

Pool has been kept clean

Leak needs to be investigated

Island handle has been mended – thank you KG

Mike G will look at mending the land rope reel.

Maryann suggested we look at getting new lane ropes.

Maryann suggest a start rope for when swimmers
break on a start.

Purchase larger size flippers & balls

<table>
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<tr>
<th>Club championships</th>
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<tbody>
<tr>
<td>• Nomination process remains that all swimmers are nominated and then de-nominated where applicable.</td>
</tr>
<tr>
<td>• Summary of season for each swimmer to be continued in a certificate form.</td>
</tr>
<tr>
<td>• Let parents know the distances for the club championships at the beginning of Term 1. Inform swimmers of distances required for club championships. 100 and 200m events can only be participated by swimmers that have swum these events through-out the season.</td>
</tr>
<tr>
<td>• Require an allocated judge and referee for each event.</td>
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<tr>
<td>• Judges decision can overrule times for swimmers if there is a discrepancy. Require a committee member to assist with judging of each event for placement of swimmers.</td>
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<tr>
<td>• Need to follow through on DQ’s at swim club meets. Age policy is from 10yrs and older.</td>
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<tr>
<td>• A warning policy for 10yrs and under. One warning and then next time, it will be a DQ.</td>
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<tr>
<td>• Recorded in a DQ Book. Used as a tool for positive learning experience. Need to follow up. Maryann to email to LM to include in weekly swim meets.</td>
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</table>
| • **Dash for Cash**: $50  
Boy and Girl  
Handicaps from times on the day |

| Coaches and Lee Mary via email |
| • Andrew is 1,2,3 Judge  
• Referee: Sarah & Maryann  
• Head Judge: Tom or Lilly |
| Maryann & Lee Mary Prior to next swim season |

<table>
<thead>
<tr>
<th>Communication</th>
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<tbody>
<tr>
<td>Nominate a member to manage the social media of the KG Swim Club.</td>
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</table>

| Next meeting |

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<thead>
<tr>
<th>P &amp; C matters</th>
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<tbody>
<tr>
<td>• Audit queries – no queries have come back from KG P &amp; C</td>
</tr>
</tbody>
</table>
• KGASC to develop a check list for annual tasks required by the P&C.

General Business

AGM for 2017
- Mike Gascoigne not present for Breakup AGM
- AGM to be held at the Championships
  o All positions to be spilled and re-nominated

Break Up
LM to send email re list and tasks.

Championships:
Chappa to provide ice-cream treats for Sunera’s bday for Championships.

Next Meeting

28th March 2017 @ 7.00pm

Meeting closed:
Chaplaincy Report

<table>
<thead>
<tr>
<th>Chaplain:</th>
<th>Joshua Blake</th>
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<tbody>
<tr>
<td>Date:</td>
<td>15/03/2017</td>
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<tr>
<td>School/s:</td>
<td>Kelvin Grove State College</td>
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Last month...

General overview:
The term has progressed as per usual. In addition to my usual activities, I have also been observing the Rock and Water social skills program, being run for a group of middle school boys. I also participated in Open Day and facilitated the Harmony Day celebrations. I consider us very fortunate to be a part of such a diverse community, bringing together a range of different perspectives. I am further encouraged by some of the support I have seen from young people, supporting each other. Recently I have had a number of students seeking support for their friends. Perhaps it is just an anomaly to receive a number of visits in close proximity, but it is encouraging to see how supportive some students are being for their peers. I also recently attended a meeting with some of my fellow Chaplains from schools in the local area. As always, this was a great opportunity to swap stories and ideas. In the final week of the term I will be heading off on year 7 camp, which I’m sure will be a great time.

Core functions:
1. Social and Emotional Support (Pastoral Care)
   - I continue to have about 6 to 10 students seeing me for appointments or dropping in during a week for ‘formal meetings.’
   - Check-in with many more students for ‘informal’ catch-ups -> i.e. in the playground during breaks
2. Spiritual Support in the school community
   - Finalized a program to be launched next term (more info to come next term)
3. Mentoring
   - Regular checking in with students.
4. Community Development (including donor nurture, community and church connections etc)
   - Visiting WRBC on the 26th of March
   - Wrote an article for local bulletin
   - Met with Communify at the Exchange
5. Educational Support
   - Year 8 food studies
6. Extra-curricular Activities
   - Harmony Day
7. SUQld team Contribution
   - Development day
   - Cluster Meeting

Next month...

Key areas of focus:

Version 1 - April 2014
<table>
<thead>
<tr>
<th><strong>Upcoming events/programs:</strong></th>
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<tbody>
<tr>
<td>• Year 7 Camp</td>
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<tr>
<th><strong>Church visitations/community engagement:</strong></th>
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<tbody>
<tr>
<td>• <strong>Other issues for discussion</strong> (ideas for the future, ongoing concerns, prayer points etc)</td>
<td></td>
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<tr>
<td>• Subway fundraising</td>
<td></td>
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<tr>
<td>• Visit to WRBC</td>
<td></td>
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<tr>
<td>• Chaplaincy Dinner</td>
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</table>

| **Next LCC Meeting:** | 22/03/2017 |