AGENDA – General Meeting
17 July 2017
Senior School Library - Kelvin Grove State College

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. Inwards – letter from Department of Transport and Main Roads advising that any decision to make changes to Kelvin Grove Road is the responsibility of Brisbane City Council (BCC) and that they will arrange meeting with BCC and College and P&C.
   5.2. Inwards – email from BCC stating that they had been contacted by Department of Transport and Main Roads and will be in contact with a response.
6. OUT OF SESSIONS MOTIONS PASSED BY P&C SINCE LAST MEETING
   None
7. REPORTS
   • Business Operations Manager report (attached)
   • Treasurer report (attached)
   • QCPCA representative report (to be tabled at meeting)
   • Principal’s Report (to be tabled at meeting)
   • Chaplaincy report (attached)
   • Subcommittee Meeting Reports (to be tabled at meeting)
     o Music Supporters Group
     o Swimming Club Committee
     o Junior School Parent Advisory Group
     o Middle and Senior School Parent Advisory Group (none this month)
8. MOTIONS ON NOTICE.
   8.1. That the P&C approve the Spring Vacation Care program. $43/day based plus the following extras: $17 for Cuties Pies Baking School incursion, $27 Excursion to South Bank Movies, $15 for Bubble Soccer incursion, $35 for Currumbin Wildlife Sanctuary excursion and no extra charge for excursion to Urban Village.
   8.2. The P&C approves engagement of contractor to design Senior Tuck-shop upgrade up to $8,000 (with current budget).
9. GENERAL BUSINESS
   9.1. Uniform review – update
   9.2. Parent teacher interview 27 July – call for volunteers to help out
   9.3. Core strength/pilates program - update
9.4. School Council update
9.5. Landscape Master Plan – update

10. REGISTRATION OF NEW MEMBERS

11. DATE OF NEXT MEETING
   • Monday, 21 August 2017 7:00 PM

12. CLOSE
### Kelvin Grove P&C Meeting Attendee List

**Date:** 17 July 2017

<table>
<thead>
<tr>
<th>Name (Please Print)</th>
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<tr>
<td>Jo Hamer</td>
<td>Danielle Faran</td>
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<td>Nils Resare</td>
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<td>Andrea Dallape</td>
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<td>Louise Titterton</td>
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<td>Domin Signoretto</td>
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<td>Julie McMahon</td>
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<td>Kristy Boyd</td>
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<td>Ruth Barker</td>
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<td>D. Johnston</td>
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<td>Kylie Nyssen</td>
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<td>Trudy England</td>
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<td>Kerry Nicbet</td>
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<td>Melanie Duncan</td>
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<td>Kim Rivett</td>
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<td>New Player</td>
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<td>Grant Asser</td>
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**Apologies (Please Print)**

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Kelvin Grove State College
Parents and Citizens Association – General Meeting

MINUTES
17th July 2017
Senior School Library - Kelvin Grove State College

1. ATTENDEES
1.1. Meeting commenced at 7.01 pm.
1.2. Attendees and Apologies – see attendance sheet.

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

3. COUNCILLOR/MINISTER UPDATE
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. Inwards – letter from Department of Transport and Main Roads advising that any decision to make changes to speed limit on Kelvin Grove Road is the responsibility of Brisbane City Council (BCC) and that they will arrange meeting with BCC and College and P&C.
5.3. Inwards – email from BCC stating that they had been contacted by Department of Transport and Main Roads and will be in contact with a response.

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

7. REPORTS
• Business Operations Manager report (attached)
  o Liana (Senior Tuckshop Convenor) has left. She was an excellent employee and will be sadly missed.
• Treasurer report (attached). NR moved and LT seconded the Treasurer’s report. Carried.
• Principal’s Report (report attached)
Kelvin Grove State College
Parents and Citizens Association – General Meeting

- College Facilities update (attached) – also provided asbestos awareness overview: any buildings constructed prior to 1990 may contain asbestos. Asbestos is not dangerous unless disturbed. College has an Asbestos Management Plan in place to ensure asbestos is not disturbed.
- Chaplaincy report (attached)
- QCPCA Parent representative report – no meeting yet this term.
- Subcommittee Meeting Reports
  - Music Supporters Group – (verbal update) – Junior Concert on 1 August and Soiree on 18 August.
  - Swimming Club Committee (no report)
  - Junior School Parent Advisory Group (verbal update) – College Picnic 12 August 2-5 pm (likely to have access to new Junior School building)
  - Middle and Senior School Parent Advisory Group (no meeting this month)

8. MOTIONS ON NOTICE

8.1. That the P&C approve the Spring Vacation Care program. $43/day based plus the following extras: $17 for Cuties Pies Baking School incursion, $27 Excursion to South Bank Movies, $15 for Bubble Soccer incursion, $35 for Currumbin Wildlife Sanctuary excursion and no extra charge for excursion to Urban Village. GA moved. NR seconded. Carried.

8.2. The P&C approves engagement of contractor to design Senior Tuck-shop upgrade up to $8,000 (within current budget). GA moved. LT seconded. Carried.

8.3. The P&C approves purchase of 25 black tablecloths (up to $1000). GA moved. TE seconded. Carried.

8.4. That the P&C approve the sale of raffle tickets for the Trivia Night. GA moved. NR seconded. Carried.

8.5. That the P&C approve the sale of raffle tickets for the Soiree. GA moved. NR seconded. Carried.

8.6. That the P&C approve the sale of raffle tickets for the Junior School Concert. GA moved. NR seconded. Carried.

9. GENERAL BUSINESS

9.1. Uniform review – Terms of Reference are under development. To be discussed further at next P&C.

9.2. Parent teacher interviews on 27 July. P&C will be providing tea/coffee biscuits. Josh and Andrea volunteered to help out on the night.

9.3. Core strength/pilates program – College and P&C are supporting pilates classes for middle school students on Tuesday morning – starting term 5, runs for 10 weeks, costs $50 (see attached flyer)

9.4. School Council update – this group provides advice on strategic direction of the College; issues raised during last meeting included gender equality, endorsed school trip to Japan, student representative raised request for more seating for year 10 area;

9.5. Landscape Master Plan – update. Danielle Farah will be co-ordinating group of interested parents and Landscape Architect to develop plan for College. Suggestion that students (perhaps senior design students) should be given an opportunity to have input to the plan.
9.6. P&C 5 year plan – reminder to sub-committees to think about items for 2018 to include in the plan.


9.8. Opening for Bush Garden – in September. More details to be provided closer to date.

10. REGISTRATION OF NEW MEMBERS

10.1. Two new membership forms.

11. DATE OF NEXT MEETING

11.1. Monday 21 August 2017, 7:00 pm.

12. CLOSE

12.1. Meeting closed at 8.20 pm.
## 2017: Kelvin Grove State College – P&C Actions/Motions

<table>
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<tr>
<th>P&amp;C mtg</th>
<th>Description</th>
<th>Status</th>
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<tr>
<td>Apr 2016</td>
<td>Gen Bus: Kelvin Grove Rd crossing – dangerous student behavior.</td>
<td>Ongoing</td>
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<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>
<td>Complete</td>
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<tr>
<td>Mar 2017</td>
<td>BOC: That the P&amp;C approve the replacement of cold room cooling unit and install drain line for Senior School Tuckshop (estimated cost is $6,500).</td>
<td>Complete</td>
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<tr>
<td>Mar 2017</td>
<td>BOC: That the P&amp;C approve to convert one casual position in Senior School Tuckshop to permanent part-time.</td>
<td>Complete</td>
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<tr>
<td>Mar 2017</td>
<td>BOC: That the P&amp;C approve replacement shelves and additional desk in the OSHC foyer (to a maximum of $2,000).</td>
<td>Complete</td>
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<tr>
<td>Mar 2017</td>
<td>P&amp;C: That the P&amp;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&amp;C fund raising activities).</td>
<td>Complete</td>
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<tr>
<td>May 2017</td>
<td>P&amp;C: That the P&amp;C approve $250 prize money for the 20th Annual Science Fair.</td>
<td>Complete</td>
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<tr>
<td>Out of Session</td>
<td>P&amp;C: That the P&amp;C approve the payment of fees ($160+$50 (dinner)) for QCPCA parent representative to attend State P&amp;C conference on 8 and 9 September 2017.</td>
<td>Complete</td>
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<tr>
<td>Out of Session</td>
<td>OSHC: That the P&amp;C approve the Winter Vacation Care Program.</td>
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<td>Jun 2017</td>
<td>Junior Tuckshop: P&amp;C approve offering Dorisca a permanent part-time position as the Junior Tuckshop Manager.</td>
<td>Complete</td>
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<td>Jun 2017</td>
<td>P&amp;C: P&amp;C approves changes in signatories to CBA JPAG account: remove Susan Banks, add Trent Taylor.</td>
<td></td>
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<td>Jun 2017</td>
<td>P&amp;C: P&amp;C approve that a new CBA account is opened as a transaction account for P&amp;C debit cards, and to issue debit cards potentially : President, Treasurer, BOM, OSCH Coordinator, OSHC Assistant Coordinator, Senior Tuckshop, Junior Tuckshop, JPAG Treasurer, JPAG Event Coordinator, Music Supporters Group Treasurer and Swim Club Treasurer.</td>
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<td>Jun 2017</td>
<td>OSHC: P&amp;C approve OSHC employees (who volunteer to work on the night) to provide care of school age children (at cost) during music event on Friday 18 August (6.30-9.30 pm).</td>
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Minutes
13 July 2017
KGSC Business Operations Committee (BOC)

Meeting opened at 9.05am

Attendees: Nils Resare, Linda Jeffrey, Julie Taylor, Iana Golitsyna, Kristy Boyd

Welcome & Apologies: Dorisca Signoretto, June Wilkins
Adoption of Agenda - adopted
Ratification of Previous Minutes – ratified

Reports (Attached)

- Treasurer report – None
  o Reckon issue to be sorted.

- College Report – tabled
  o New build, major and minor works progressing
  o EOI for Facilities Business Manager closes Monday

- Subshop Report – tabled
  o Stock levels back to normal, very busy with more new students

- OSHC Report – tabled
  o Draft QIP assessment very positive
  o Some spoilage over weekend during power loss associated with new build – builder will cover losses
  o Three drivers to take school training to be able to drive the school’s bus during vacation care

- Jnr Tuckshop Report – tabled
  o Running smoothly

- Snr Tuckshop Report – tabled
  o Iana’s last meeting with us, school presented a small gift
  o Temporary plan in place
  o One quote for Tuckshop design in, checking with QAST to find other quotes
  o With short roster, will be unable to assist Junior Tuckshop with butter chick orders

Items for P&C Approval

- Spring Vacation Care plan to be provided after the BOC for approval at P&C on 17 Jul

Discussion

- Profitability and service at the Junior Tuckshop was discussed. To be put on JPAGs agenda
- SUBShop to add 5 hours per week (will be within budget this year, will require higher budget next year)

Actions

- Kristy to source OSHC key for Nils
- Nils to request JPAG input on Junior Tuckshop service levels
- Tahni/Kristy to follow up on spoilage
- Nils to check on insurance regarding self driving of busses

Meeting Dates
- 17 August
- 14 September
- 12 October
- 16 November

**P&C Meeting Dates**

- 21 August
- No meeting in September
- 16 October
- 20 November

Meeting closed at 10am
Treasurer’s Report
Through 30 June 2017

Key points:

- Current Operational profit for the year is about $275,000.
  - That’s down a bit from last year
  - Mostly driven by YTD profit in SUBshop being down
  - Junior tuckshop still running at a loss, further discussion is merited at JPAG
- Three of four businesses ran at a loss in June
  - Partially due to extra pay period
  - Cost of goods sold in Sr Tuckshop higher than normal
  - Large stock deliveries in SUBshop
  - Normal loss in Jr Tuckship
- Businesses tracking close to budget
- Have one quote for the Sr Tuckshop, sourcing another
- Mid year budget review delayed due to Reckon issue

Motions:

- OSCH Spring Vacation Care plan: $43/day base plus following extras: $17 for Cutie Pies Baking School Incursion, $27 Excursion to South Bank Movies, $15 for Bubble Soccer Incursion, $35 for Currumbin Wildlife Sanctuary excursion, and no extra charge for excursion to Urban Village.
- General approval for Exec to approve contracting to design Senior Tuckshop upgrade up to $8,000 (with current budget). To date, only one quote received (at $7,000). Further due diligence is still required.

Regards,

Nils Resare
Treasurer
Kelvin Grove State College Parents and Citizens Association
July 17 2017

Principal Report for P & C Meeting

1. Way Beyond Tomorrow Futures Expo (Year 9 & 10)
2. Game of Futures: Interdisciplinary Art and Design at School Publication
3. Junior School Build Update - 5 weeks till hand-over
4. Young Authors achievements
5. Sami Zoleski's achievements (2016 Year 12 student, amazing illustrator)
6. Former student - Australian Red Cross nurses awarded Florence Nightingale Medal – Barbara McMaster
## Balance Sheet Summary Report
Kelvin Grove State College - (2409)

**Period 201707 as at 17-Jul-2017 04:21:42 PM**

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**Net Assets/(Liabilities)** 5,101,323.26
Facility Update

**Junior School**
- New building still tracking four weeks ahead of schedule
- Discussions underway with Central Office about retaining some of the relocatable buildings
- Junior Campus now entitled to a Special Education Program space – currently working with Central Office

**Senior/Middle School**
- E Block refurbishment almost completed – only need to install blinds and door hardware
- College projects almost complete – the following are still to be finalised
  - Guttering for new storage area at front of Hall
  - Painting in the Hall
  - Roof to be installed on undercover area at D Block
  - Roof to be finished on undercover area at Visual Arts Block
  - Stairs almost complete near D Block to allow seniors additional access to their eating area
- Disability Access Works:
  - Lift was installed in Hall during the holidays
  - Lift installation between E and F Blocks – works have commenced
  - Part of E Block road will be blocked off from next week
    
    Note: this may impact on the swimming club once they return next term (will need to monitor this closely)
  - Science room to be amended to allow disability access to one bench

- Home Economics kitchen refurbishment will occur from end of October once the seniors finish school
- About to undertake a car park audit as spaces are incredibly tight
- Working with P&C to explore the possibility of developing a landscape Master Plan – further updates at a later stage
Core Strength + Pilates Classes

- Core Strength
- Body Awareness
- Concentration
- Injury Prevention
- Flexibility
- Posture
- Wellbeing

Qualified Instructors

$50 for 10 Sessions

Separate boys & girls classes.
Participant numbers limited.

Boys' Core Strength Class

Tuesday mornings 8am (45 minute class)
Commencing: Tuesday 6th August (Week 5) Dance Studio 1 – J-Block

Girls' Pilates Class

Tuesday mornings 8am (45 minute class)
Commencing: Tuesday 6th August (Week 5) Dance Studio 2 – J-Block

An initiative of the KGSC PAC in collaboration with KGSC Administration

Pick up a permission form from Student Services if you are interested
<table>
<thead>
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<th>Week One</th>
<th>Week Two</th>
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<tr>
<td><strong>Monday 18th September</strong></td>
<td><strong>Monday 25th July</strong></td>
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<tr>
<td><strong>Spring Fever</strong></td>
<td><strong>World Explorers Treasure Hunt</strong></td>
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<tr>
<td>Let’s celebrate the end of a cold winter by spending the day cooking, crafting and having fun in the warm sun! Expect a lot of fantastic spring themed craft and activities to fill your first day of school holidays.</td>
<td>Prepare for a giant race for treasure here at KG and a day of themed activities from around the world.</td>
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<td>BYO: M/T &amp; Lunch</td>
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| **Tuesday 19th September** | **Tuesday 26th July** |
| **Talk Like a Pirate Day** | **Bubble Soccer** |
| Ahoy! ‘tis international speak like a pirate day! Today we shall spend the day speakin’ ‘n actin’ like pirates! Come along dressed in your favourite pirate outfit and prepare to find some treasure! | Bubble Soccer is back!! You read it correctly! We are bringing back one of our most popular OSHC incursions ever! Get prepared to roll around in a MASSIVE bubble of your own in an inflatable soccer stadium – all on our oval! |
| BYO: M/T & Lunch | Cost: $15  BYO: M/T & Lunch |

| **Wednesday 20th September** | **Wednesday 27th July** |
| **Cutie Pies Baking School** | **KG Sports Day** |
| Here at OSHC we absolutely love to cook! We have invited along a very special guest to run a hands on cooking experience with food for all to try! You will get to take home anything you bake as well as your very own chef’s hat! | Come along for a fun filled day of cheering, teamwork, and playing some wacky sport games! Bring a plate of food to share for a snack! |
| Cost: $17  BYO: M/T & Lunch | BYO: M/T & Lunch and Plater to Share |

| **Thursday 21st September** | **Thursday 28th July** |
| **SOUTHBANK MOVIE ADVENTURE II** | **Wildlife Sanctuary Movie Day** |
| We are off to see the brand new Captain Underpants/Emoji/Lego Ninjago Movie movie! We will then be breaking off into groups to explore Southbank and the surrounding parklands for the afternoon! | Are you ready for a ZOO-tastic day? Cause we are heading to Currumbin Wildlife Sanctuary where we will see hundreds of Native Australian animals in their natural bushland and rainforest habitats! |
| Cost: $27  BYO: M/T, Lunch & A/T | Cost: $35  BYO: M/T, Lunch & A/T |

| **Friday 22nd September** | **Friday 29th July** |
| **URBAN VILLAGE FOOD ADVENTURE** | **Pyjama and Teddy Movie Day** |
| One of THE MOST popular vacation care days is back, with our trip to the delicious frozen yogurt shop ‘Berry Me’. Bring along some pocket money for a delicious treat. | This is always a favourite to finish off the holidays. All we ask of you today is to relax in your pj’s and watch some of your favourite movies with us! |
| Cost: Optional $5 to $10 | |

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Get your bookings in fast! Email kgoshc@gmail.com for more info!
DATE: 22 July 2017
TIME: 6:30pm
LOCATION: Beadles on the Quad
149 Victoria Park Rd
Kelvin Grove QLD 4059

TICKETS: $50*
CONTACT: joshuab2@chappy.org.au
RSVP: 19 July 2017

GUEST SPEAKER: Tweens2Teens founder
Rachel Doherty

*Ticket includes contribution to KGSC Chaplaincy Service, buffet dinner, dessert, juice and one free soft drink. Additional soft-drinks and alcoholic beverages can be purchased on the evening. Limited seating, so booking is essential.
Chaplaincy Report

Chaplain: Joshua Blake  
Date: 14/07/2017  
School/s: Kelvin Grove State College

Last month...

General overview:
I have participated in a number of notable activities since my last report. In the last week of school, I accompanied the TECE on their trip to Roma. This was a great opportunity for me to liaise with my colleagues at Roma College. It was interesting to hear the challenges faced in country schools, as well as the problems faced by all schools. Of course there is a lot to celebrate about country schools, which was great to hear about. Over the holidays I received Mental Health First Aid training. This was a great refreshed of much of what I learned at university. It was a 2-day training at MIFQ and I highly recommend it. I also attended the NAIDOC celebration at Musgrave park. I connected with a few past students and parents. On the Friday of week 1, the middle and senior school celebrated NAIDOC. We had a range of food and activities, and we were honoured to be visited by a number of Elders.

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)
   • NAIDOC Celebration  
   • Roma Visit

5. Educational Support
   • Year 8 food studies
     
   • Year 12 Hospitality

6. Extra-Curricular Activities
   • NAIDOC Celebrations

Professional Development

Mental Health First Aid  
Professional Supervision: Yes/No

Next month...

Key areas of focus:

Version 1 - April 2014
Upcoming events/programs:
- Year 10

Church visitations/community engagement:
- Other issues for discussion (ideas for the future, ongoing concerns, prayer points etc)
- Chaplaincy Dinner

Next LCC Meeting: 22/03/2017