

**MINUTES: General Meeting of Buranda State School  
Parents and Citizens (P&C) Association**

**DATE** – Wednesday, 5 December 2018

**VENUE** – Buranda State School Library

**TIME** – 6.19pm

**CHAIR** – Sally Dillon

**MINUTES** – Fi Cameron

**ATTENDEES** – Fi Cameron, Laura Klein, Jodie Holloway, Erica Neske, Justine, Nicole, Shannon, Michelle Manning, Simon Vaseo, Rosie Scholl, Matthew Rintoul, Sybille Goss, Nerida McAllister, Sally Dillon, Craig Unthank.

**APOLOGIES** – Chris McGrath, Peter Hines, Nina Wright, Belinda Hogan, Jon Newell.

**1. Opening of business**

With members of The Buranda State School P&C Association assembled, the meeting opened at 6.19pm, with Sally Dillon presiding as Chair. The Chair then acknowledged the traditional custodians of the land upon which the meeting was held. Attendees and Apologies were as noted in the *P&C Attendance Book*.

**2. Opening of business including welcome to Councillor Ian MacKenzie, Coorparoo Ward, Brisbane City Council**

**3. Confirmation of minutes from previous meeting**

The Minutes of the General Meeting held on Wednesday 7 November 2018 were confirmed.

The following **motion** was tabled and moved by Jodie Holloway and seconded by Sally Dillon

*That the Minutes of the Previous Meeting be accepted.*

**4. Councillor MacKenzie:**

- a. Thanks from the Buranda State School P&C regarding the recent and significant contribution to Buranda Fest through Lord Mayor's Suburban Initiative Fund
- b. General Discussion on Hanlon Park project - outlined issues raised through feedback process: in particular toilets, 1st bridge needing to be closer to Logan Road for commuters traversing to veloway, questions raised about the roundabout intersection- timelines needed for this project.
- c. Other matters (trial of lower speed limits at Stones Corner etc) - concerns from Craig about potential impact on Deshon Street. During 6 month trial P&C will have another opportunity to make a submission to Amanda Cooper.

**5. Business arising**

- a. update - mango drive - all ran smoothly. Easy fundraising. \$792.45 profit
- b. update - trivia night - still waiting to find out final proceeds - but so far is \$573.73, fun was had by all. Thanks Cathy Fitzgerald and her offsiders!
- c. status - musical instrument funding - Sally has worked with Richard Cipollone and Cherie Patton to apply for a Community Benefit Fund grant for \$15,000 worth of instruments.
- d. update - inner-city south state secondary college - no word. A bureaucrat planning meeting occurred in end of November
- e. update - school master planning - no word. Seems we are waiting for schools to sign off on their design phase. Jackie Trad offered to find out more, so Sally will follow up on that.
- f. update - fundraising/sponsorship questionnaire (including next steps) - so far 50 responses, which the executive and other P&C members considered to be a great uptake statistically. Laura highlighted that a separate email reaches more parents, especially coming from Simon's account, as it gives weight to the request/email.

Simon said he did not send the email as he does not have access to the list, that it was sent from an admin account. (Some confusion around who sent what).

Nerida and Rosie expressed their disappointment in the process of the survey development and believe that it was unethical to release the survey before they had a chance to provide feedback about the

content. They believed to only be given 48 hours to reply was insufficient, particularly at this time of year. Nerida voiced her intention to submit a formal complaint to P&C Queensland.

Sally apologised for this short reply period, and explained that she wanted to complete the survey before the end of the year, as the conversation has been ongoing now for 15 months (See September 2017 minutes where it was agreed that P&C would put together a survey).

Sally also explained that the survey had a number of items in it around fundraising that were not just related to the sponsorship debate, which would assist the P&C to plan for the coming year.

Nerida asked to hear from the rest of the executive if they thought the feedback period was sufficient and if they believed it was OK to be sent without their consultation.

Sybille responded first by saying that the executive had decided to go ahead with the survey as this is what had been agreed to at a previous meeting and that it had been dragging on for far too long and we just wanted to get the school community's feedback — the exec thought it was important to get feedback from the whole school community rather than just from the people who come to the P&C meeting.

Fi agreed that it would have been more appropriate for the sponsorship working group members to have been given a chance to respond before the survey had gone live. She also voiced her frustration with the lack of response, input or action from the Nerida and Rosie who formed the working committee in 2017 to discuss matters of corporate sponsorship in schools. Fi felt they should have been more proactive in providing questions or talking points for the survey and to resolve the outstanding debate. Rosie responded that she had never been asked to write the survey, and yet has extensive experience in writing them. She also said that Fi could have come into her office to talk to her in person at any time. Fi said she has not been up at the school. Rosie claimed parents were asking her if the school was against fundraising due to the wording of the preamble. The executive did not understand why, as no mention of the school was made, only that parents had voiced concerns, as was minuted in the P&C meetings in which sponsorship was discussed.

Nerida explained she has no experience in surveys, and little technology skills and rarely reads her emails. She explained the working committee struggled to get everyone together to discuss the issues (Only Sally and Nerida were able to ever meet face to face), and that the email conversations were not successful for her. She said no one could really decide on the definition of sponsorship, donations and gifts. Nerida claimed that she only saw the email to respond after the survey had been released. (Note that Rosie did respond to the email asking for more time to go over the questions- but her email came after the survey had been circulated to parents.)

Matt proposed we need to jettison the data as it is invalid due to lack of input from Rosie and Nerida, and revisit the concept next year. Nerida supported the idea that the data was invalid, but did not think she would want to harass the school with more questions in the new year. Nerida was having difficulties digesting all the information and wanted time to consider and respond. This was accepted by the all at the meeting.

Nicole put the survey responses up on the big screen for all to see. Craig and Sally both stated the data was not invalid as there was many written responses by parents on topics of volunteering, fundraising initiatives and spending that P&C can take on board for 2019.

Sally explained that this would be useful to feed into the Strategic Plan that the executive have been developing, a draft of which is currently released for feedback. Nerida asked how she can view the Strategic Plan and the current sponsorship proposal. Sally explained the proposed Strategic Plan had been advertised in the newsletter for the last 3 weeks and had requested feedback from the school community. She pointed out that the sponsorship proposal as it currently stands is linked from the

survey preamble in the email sent out last Friday. Nerida realised she must have glossed over that part of the newsletter and explained she does not click on links in emails.

Craig proposed that the feedback provided in the survey was in no way invalid, even without the specific input of Nerida and Rosie. He volunteered to collate the survey data and present the findings to P&C in February. This was supported by all.

Another issue was raised about the fact that the survey could not be taken anonymously. Sally explained that Google Docs meant anyone could take the survey multiple times, and requirement for a name was added to ensure that this did not happen.

Sally concluded by reminding everyone that we are all volunteers, we are all busy, and we are trying to get the tasks done that are minuted, we aim to do in a timely manner and as best we can.

- g. update - Extra tables are due to arrive soon.
- h. update - container deposit scheme - received our **Virtual Collection id**: C10073080 - so families can now contribute to the scheme and proceeds go to school.
- i. update - Wee Hur development - strange midnight roadworks between Wee Hur sites. No record by BCC of works, Belinda been chasing up and helped by Jackie Trad's office to see if the work was done by State utilities.
- j. status - school garden upgrade report - work to be done on 5—6 January to remove the asbestos and reconstruct the garden beds before OSHC comes back.
- k. status - P&C 2019 calendar - thanks to Cathy Stephens once again. Missing: 3rd April meeting from calendar, and Clean up Australia day.
- l. status - P&C proposed *Teacher Grant Program* - Helen Bright has requested 2 guided reading tables. 1st grant to be awarded in February. Other applications will be reviewed then as well. (\$500 per term)
- m. status - School Behaviour Management Plan -
- n. status - notification of AGM and seeking representatives on P&C Executive - Jodie suggested a position description should be publicised for each of the executive positions before the AGM so people know what is involved when volunteering for it.

## 5. New Business

- a. The P&C's proposed 3-year (2019 to 2021) *Strategic Plan* was presented. No one had read it despite it being in the newsletter for the last 3 weeks. People were asked have read it and provided feedback by this meeting. Proposal to redistribute in the new year before the February meeting and again ask for feedback.
- b. The proposed *Strategic Plan* and *Budget* and P&C announcements — redistribute in new year before announcing anything
- c. Other matters

## 6. Correspondence Report

Matt tabled his report and discussed the P&C correspondence.

The following **motion** was tabled and moved by Laura and Jodie seconded by

*That the Correspondence Report be accepted.*

**This motion was CARRIED.**

## 7. Principal's Report

Simon tabled her report and discussed next year's enrolments. There will be 11 classes in 2019. Going into the Teacher Aid room.

Swimming carnival next week.

Debate and discussion on how to proceed with Facebook moderating in light of the vibrant discussion around the Student Strike event post. Key takeaways include: P&C admins will pin rules and guidelines to top of page, avoid political posts or things that may not paint ED QLD in good light. Simon would like a list of moderators.

Fee increase for OSHC Helping Hands. Move to get more kids in BSC so they are not dumped on admin verandah.

The following **motion** was tabled and moved by Fi and seconded by Matt.

*That the Principal’s Report be accepted.*

**This motion was CARRIED.**

8. Treasurer's Report

Nicole tabled her report and discussed the P&C Finances.

The following **motion** was tabled and moved by Fi and seconded by Sally.

*That the P&C Treasurer’s Report be accepted.*

**This motion was CARRIED.**

8. Uniform Report

Jodie tabled her report and new processes

The following **motion** was tabled and moved by Fi and seconded by Sally.

*That the uniform co-ordinator has discretion to change price of second hand uniforms and larger stock that is not moving*

**This motion was CARRIED.**

9. Approval of new members - Shannon Anthony.

10. Next Meeting: Wednesday, 6 February 2019

ACTIONS FROM DECEMBER MEETING

Action	P&C Member Responsible
Redistribute Strategic Plan and Proposed Budget for 2019 week before Feb meeting- explicitly ask for feedback.	Matt/Sally
Create facebook guidelines- pin rules and policies at top of fb page. Give Simon a list of moderators.	Fi/Sybille
Follow up on Master Planning process with Jackie Trad	Sally
Follow up with Master Planning process with EQ	Matthew
Ask Cathy Stephens to update Calendar with extra dates	Sally
Construct new outdoor tables	Chris McGrath
Circulate strategic plan and budget to school community	Sally