

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

**DATE:** Wednesday, 1 April

**VENUE:** via ZOOM (see details below)

**TIME:** 6 for 6.15pm

**CHAIR:** Sarah Warner

**MINUTES:** Zoe Gill

**ATTENDEES**

- Sarah Warner
- Nicole Rayner
- Shannon Anthony
- Belinda Hogan – Collis
- Debra Venables
- Gerard Donovan
- Zoe Gill
- James Scriven
- Jodie Holloway
- Briony Stokes

**APOLOGIES**

- Rosie Scholl
- Sally Dillon
- Michelle Manning

**1. Opening of business**

SW opened meeting at 6.16pm  
Acknowledgement of Country completed by SW

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

**Moved** Shannon Anthony  
**Seconded** Debra Venables

**3. Business arising**

- a) New Brisbane Inner City South SSC - parent information evening  
Naming afternoon discussed. Three possible names of school discussed. Email distributed via mailing list from school.
- b) P&C grant - Tech Girls Movement  
No further updates.
- c) Anglicare building update  
No updates.

**4. Any Other Business**

- a) Remote Learning  
GD provided update. Directive that schools are to prepare for online learning. Teachers have been preparing.  
Access and equity remains issues. Text messages sent to parents to request information in relation to preparedness for home classes. Discussion in relation to Parents working from home.  
Approach to curriculum is a majority online and printing off packs. Advice is focusing on English Math, Hass and Science. Creating one note class books for all classes. At the moment communication for parents and children is an email with start of week, with guidelines around activities to be completed. Teacher will make contact with students - student user Ids and passwords.  
Families will have contact with teachers every week, and units updated fortnightly. There will also be tech support to families, will need time and ongoing communication,  
DV raised question in relation to students connecting together. GD discussed privacy considerations. Discussion held in relation to children and connection.  
SA raised assisting children for special needs and important support for inclusion. Katherine is still there to support teachers through and continue to support those children who need it. It is a shift. Certainly something we are continuing to consider.  
BHC – raised question in relation t guidance counselling. GD to take feedback for further discussion.

- b) Principal's Fund (SOP)

SW gave brief overview of previous discussion held in relation to the discretionary fund, wanting to further understand governance mechanisms for this.

GD then explained process, and that uniforms and book lists are what funds are most spent on.

Discussion held on relation to how to record and email. Suggestion that school could 'purchase' uniforms via Qker, and a report can be run so P&C can have record.

c) Tuckshop and Uniform Shop - support for expenditure

Motion to support annual expenditure.

**Moved** Nicole Rayner  
**Seconded** Shannon Anthony

d) Quickbook - cancel subscription

NR provided update.

**Moved** Nicole Rayner  
**Seconded** Shannon Anthony

e) Supporting our community

- Discussion held in relation how we may be able to support support our community.
- ZG to research possible online strategies that P&C could adopt.
- JH suggested online auction was previously successful.
- Discussion held in relation to supporting local business via this time through facebook page.

## 5. Treasurer's report

Nicole

- Insurance has been paid.
- Cancelling Qker and changed process due to COVID - 19, strategy included email to parents attended sports program to offer refund.

**Moved** Nicole Rayner  
**Seconded** Shannon Anthony

## 6. Correspondence

**IN:**

18 March — P&C QLD COVID-19 update

18 March — Jodie Holloway - cancellation of Movie Night

25 March — Newsletter from Jackie Trad MP, Member for South Brisbane

25 March — Physi Kids - cancellation of extra curricular program for remainder of Term 1

25 March — Craig Unthank - cancellation of Physi Kids extra curricular program for remainder of Term 1

27 March — P&C QLD COVID-19 update

31 March — P&C QLD COVID-19 update

**OUT:**

Nil

**Moved** Debra Venables  
**Seconded** Belinda Hogan – Collis

## 7. Principal's report (March and April)

- News of Principal returning, P&C formally thanked.
- Playground still out of action river rocks for drainage and soft fall. Gutters around playground are being cleaned

- COVID - 19 update is being distributed – please continue to check emails.
- Allocated additional cleaning time from last week. 12 – 2pm this will continue after holidays
- Teachers have been working on continuity of learning
- Financial reports/snapshots, own more than we owe. Financially healthy position.

President thanked Gerard for his time with Buranda and wished him well.

8. Next meeting date: TBC

9. ACTIONS FROM MARCH MEETING

Action	P&C Member Responsible
Letters of thanks regarding defeat of Wee Hur development to Hon. Jackie Trad MP, Hon. Mark Bailey MP & Councillor Jonathan Sri	DV
Research online fundraising ideas	ZG JH
GD to follow up with NR RE: transparency of Principal discretionary funds.	NR GD
NV to send the draft report around. I will have to redo Jan - March in the P&Cs Qld Cashbook	NR
Email Sally - Membership form to be sent	DV