



St John's Lutheran School P&F

General Meeting

22nd July 2024

Opened: 6 pm

Attendance: Emma Leu-Marshall, Carolyn Dingle, Heather Hirsch, Steven Lake, Heidi Henderson, Rachel O'Hara, Karyn BP, Sonya Sutherland, Sue Hyde, Cathie D'Arcy, Angela Fechner, Miriam Squire, Maria Timu, Rachel Collier, Suzanne Koy, Kylie Birch, Bec Cameron, Megan Danslow

Zoom Attendance: Stacey Wickson

Apologies: Jan Hicks, Casey Walmsley and Sara Parfett

Chairman: Carolyn Dingle (President).

Opening Prayer: Carolyn Dingle.

Previous Minutes Accepted:

Meeting 29th April 2024. Previous Minutes accepted with a run down Funding for homereaders, Bookarama, Burrardown Races Fundraiser, Disco in Term 3, Tuckshop Renovations, Breakfast Club, World Art Day, Eisteddfod, School Accreditation, Artwork for the New Building, .

Moved – Carolyn Dingle. 2nd – Cathie D'Arcy

Outgoing & Incoming Correspondence:

- Fundraising ideas (advertising) by email
- Emails regarding Book Donations
- CTC Invoice
- Bank Statements
- Letter from LLL about change of banking arrangements
- Letter from ATO re Self-review reporting Obligation. Non for profit organisations have a reporting program as we are tax exempt. We are a non-charitable FP with an ABN which is due by the 30th of October. We will need to check our Documents as they will need up dating before this date. With a new constitution being required we will have our next meeting including the AGM before the due date so that we can pass any new governing documents. Currently we are under the Lutheran Church the Queensland District, but the school will move to be owned by the Lutheran Education Queensland. All school contracts, including P&F will need to be changed due to the move. This shouldn't change how the P&F run but we will keep everyone updated on the changes.

- Letter from Scott Collier Netball Primary Schools Cup
- Letter from Kirsten Canniford for a Sausage Sizzle for the Dance Showcase
- Information from Business Manager re: Tuckshop Renovations
- Letter from Karyn BP with her retirement letter

Accept all correspondence by all attendees of meeting.

Treasurer Report:

Westpac Balance	\$ 109, 262.61
LLL Balance	\$ 1, 339.80
Cheques and Transfers Outgoing	
Electricity for Bookarama Shed	\$ 150.07
South Burnett Today AD from Bookarama	\$ 420.00
Stary Nights deposit for movie night	\$ 328.63
Electricity for Bookarama Shed	\$ 169.39
Deposits	
Donation from Steven Rafter	\$ 50.00
Containers for change donation	\$ 25.60
Term One Levies	\$ 7, 699.40

Moved by Carolyn Dingle 2nd – Heidi Henderson

Principal Report (Karyn BP):

- Staffing: Vicki Lake is away first 4-5 weeks off in term 3 covered by Felicity. Brigitte Fox has started in secondary Music/Drama Term 3. David Folker started his role as Identity and Formation Coordinator working alongside Jonathon. Natasha Folker is in Year 1A with a smooth transition between Melissa Cox and Natasha.
- BGA Visit: BGA representative visits on July 25th to discuss possible funding for Middle Primary Building project.
- Primary Sector: Bravehearts presentation for year 1 and 2. Netball carnivals in Toowoomba (7/8) and Bundaberg (14-15/9) Scott Collier running these and hoping for support from P&F for Competition fees. Yr 1 Fire Truck visit in wk 2.
- Secondary Sector: Yr 7-9 Growth Day, one for the boys and one for the girls talking about respectful relationships. The Girls participated in a day with Enlighten Education presenter. The Boys participated in a day run by male staff and Jesse, (Youth Pastor H'way Church). The staff and students are enjoying the new building and spaces. Food Tech rooms have had some renovations over the break to cater for more students/stations. They now have two store rooms and a demonstration table to make this room easier to work in for this designated subject. In effect this means we have kitchen facilities available all year round and not for only half a year.
- Breakfast Club: This is very busy on Tuesday and Thursday mornings. Trevenna has been instrumental in getting this up and running and securing donations from many local businesses. Kerry Biggs volunteers her time weekly.
- NAIDOC week we have had some indigenous staff be proactive in this space who invited indigenous students from yr 5-12 along to the memorial park NAIDOC celebrations. They are also offering activities across the school in week 3 with these students running the activities.
- Secondary Building Update: Date for the formal opening is Friday 13th of September (last day in Term 3).

- Facilities: Renovations on the food technology classroom has now been completed. Steps from top secondary blocks down the hill are now completed. Top staff room above kindy is now Student Services (Wellbeing, Behaviour, and David in their Roles)
- Accreditation: We have visit on the 13th of August for a full day focussing on the yr 11 & 12.
- School Management System: The reporting module was successfully rolled out via TASS for Semester 1 reports.
- Identity & Formation Role: David Folker is working alongside Jon currently and is spending significant time in classrooms to find out where needs are. Staff have already engaged with his offers of support in the areas of Connect training and in areas where he can co-lead alongside Jon so students become familiar with his role.
- Additional updates: French exchange student for 12 weeks in term 2-3 staying with a staff member currently.

General Business:

- Netball Queensland Cup Tournament. We have received an email from Scott Collier. Scott is asking for support from the P&F to help with cover some of the registration fees, umpire hire and tent fee. Total is \$924.48 one of the parents Stacey Wickson has secured a \$300.00 commitment from Anita Potter leaving a balance of \$624.48. P&F also ask Scott to let us know if they require any additional uniforms. The P&F would like to donate \$900.00 to help the Netball students.

Motion to move a transfer of additional funding to the school.

Motion moved by Carolyn Dingle 2nd Angela Fechner

- Tuckshop: The business manager Teresa has been working with the tuckshop. With a purchase of a 600L Fridge \$2650.00, Upright Freezer \$2305.91, Café Sink \$2520.00, Plumber to install \$325.77. Totalling \$7801.68. This is the first step to make the room in the tuckshop more usable.

Motion to move a transfer of additional funding to the school.

We made a motion to make a donation to the school of a total of \$8701.68 for the discussed needs of the Netball and Tuckshop.

Motion moved by Carolyn Dingle 2nd Cathie D'Arcy

- Dance Show Case scheduled for the Wednesday 23rd of October. We received an email asking if the P&F would like to run a BBQ and snacks for the night. We will organise before end of term for volunteers. We will talk with Kirsten about including a section for help with the P&F Sausage Sizzle. Look at including tickets for the night which will be free but have a section of where you are able to state if they are available to help The P&F on the night.
- Movie Night is the Friday 25th October which we will be again asking for Volunteers.
- The P&F are also looking at running a BBQ for the Election on the Saturday 26th of October and again will be asking for Volunteers.
- Ideas on how to recruit new volunteers. We will send out a link via text to try and have more volunteers. We will also with each event use the Google Form to help with times to when purchasing tickets. Will also look at asking the seniors for help with volunteering the P&F.
- Disco Term 3 to be on the Friday 23rd of August which is in the same week of Book Week. We will try and incorporate the theme to link in with book week. We will check with Criag again for the DJ on the night. Tickets will be \$5.00 per ticket which includes a drink and Sausage Sizzle. We will

also include Grazing Boxes. All this will be on the google link when purchasing your tickets including volunteering possibilities. We will start the food at 5pm this time as we felt that students spent more time lining up to grab there items. Then officially start the Disco at 6pm with music starting at 5pm in the background.

- Talks about the Disco moved towards the senior/high schoolers and trying to provide something for them. We spoke about a silent disco which would be located in the new building but with the higher of the head phones we would need to increase the ticket cost. We will look into the cost of a silent disco with hire of the head phones.
- The Executive members will gather to prep and prepare for both the Disco & Movie Nights. Still looking into Dominos to have family size instead of the small ones and still include the popcorn machine. Asking the yr 6 to do the Grazing boxes with desert and if they can't pull together enough volunteers the P&F will take over?
- Ham Drive term 4. Most of this organising is normally on 1 day including the hire of the cold room which we organise through a family of the school. The P&F will need to be organised a head of time as this year school finishes early. We will also check in with other local business for vegetarian options for maybe Gingerbread men, Fruit Cakes, Fruit Pies etc.
- An idea was put forward for Christmas Cards to sell. We would ask the students to design these cards and we would maybe put the idea of a competition. We will look into prices to see the potential.
- Carolyn mentioned that she is also in the committee for the Community Orchestra has some additional Tiffany Drums and she has been talking with the School Music Teachers Joel who is also part of the Orchestra. The Tiffanies are old and have had the heads replaced and will need some servicing. Through conversation it came up about the school possibly purchasing these for the school band. At this stage the Community Orchestra doesn't have any definite figures and the Tiffany Drums would need to be looked at to make sure they are suitable for use. Possible cost would cover at least the new heads for the Tiffany Drums \$400.00-\$500.00. Brand new Tiffany Drums range around \$3500.00 per Tiffany Drum new. In future we will bring this up again.
- It's very important to the P&F that we remember that we are here to support all areas of the school including the sport, art and dance. We would love to hear from the other lunch time Clubs if they require any support we could help with.
- We are still looking into a Coffee Machine for the seniors to use as part of school subjects but we will talk more about this again next year.
- The P&F have asked the school to please let us know of any help we can provide for the year 12 Formal. Look into prices on a red carpet.
- Again this year the P&F will help with the Cupcakes and Ornaments for the year 6 graduation.
- School Photos: Information was given out in the school newsletter. The new company is trying to finalise and get a hold of the files from the company that we had them completed by.

Next Meeting: 14th October 2024

Meeting Closed at 7.40 pm