



# Parents & Citizens Association

PO Box 136, GEEBUNG, QLD. 4034  
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## - GENERAL MEETING MINUTES -

Date Tuesday 8 March 2022 | Time 7:35 pm

Meeting called to order by Rebecca Woulahan, President

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### Attendance and Apologies

Accept attendance and apologies as per attendance register.

Moved: Jaymee Smith

Seconded: Kerry Edwards

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### Previous Minutes

Accept minutes from Tuesday 9 November 2021 meeting as true and correct.

Moved: Helen Miers

Seconded: Tracey Smith

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### Correspondence

Correspondence consisted of Fundraising Ideas and Term Deposit reminders.

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### Executive Decisions

- Changes to the build for OSHC around electricity
- Approval of Helen Miers taking LSL – appointment of Sarah Trappett and Michele Lavey to run tuckshop during this leave period.

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### Treasurer's Report

Treasurer's report presented by Michele Lavey - See attached report (Jan and Feb)

Accept treasurer's written report.

Moved: Lindsey Galloway

Seconded: Sarah Schultz

"Strive to Achieve"

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## Principal's Report

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Principal's Report presented by Tracey Douglas - See attached report.

Accept principal's report.

Moved: Helen Miers

Seconded: Kath West

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## Chaplaincy

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Chaplaincy report presented by Kerry Edwards

- Stationary Aid kindly donated one book pack per year level and 1 set of text books per year level but I have still had to purchase additional books/textbooks, supplying approx. 16-18 families with books
- Craft club is commencing on Tuesday's lunch time until the end of term. Today was bookmarks with over 40 students coming along and walking away with a colourful bookmark (or 3). Next week will be turtles from recycled cd's. Thanks to Amanda Scott for helping out.
- Homework club also started back this week and will again run Tuesday afternoon. We had 8 students attend today.
- Subway treat day was also today and was a big hit. Although the orders were down, we did get a number of additional donations and I am expecting a profit of about \$650.
- I will be running a fundraising soup drive 10 June. Another Subway Meal Deal 13 September and I am still thinking about trivia.
- I have been supplying food hampers to a couple of families that have been donated by Centrepoint Church
- I will be taking LSL from 19 April to 3 May

Accept Chaplaincy report.

Moved: Helen Miers

Seconded: Michele Lavery

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## SUB COMMITTEE REPORTS

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### Tuckshop

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Tuckshop report presented by Helen Miers - See attached report.

Agreement reached tuckshop will not open on the last week of school.

Accept Tuckshop written report.

Moved: Lindsey Galloway

Seconded: Jaymee Smith

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## OSHC

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OSHC report presented by Tracey Smith – see attached report.

Accept OSHC written report.

- End of year closure dates proposed as 23 December to 9 January.

Moved: Cynthia Cary

Seconded: Kath West

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## Uniform Shop

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Uniform Shop report presented by Michele Lavery.

- February sales have gone well.

- stock is out for polos sizes 8,10,12,14 even though a bulk order was completed of 400 items last year. Another bulk order is placed for 500 items but will take a few months to arrive.

- Formal shirts sizes 10,12,14 out of stock. These are Australian made and the order has been placed.

- A small order has been placed for Australian Made polos but these are more expensive

- Senior shirts arrived first week of school and they look great – I will do a second run of those soon.

- Polar fleeces are on order.

Accept Uniform Shop Report.

Moved: Trudi Melloy

Seconded: Cindy Cary

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## Fundraising

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Fundraising Report presented by Rebecca Woulahan

Colour fun flyers, information and permission slips will go out tomorrow. Volunteer roster will go out shortly also. This year it will be both powder and slime.

Accept Fundraising report

Moved: Tracey Smith

Seconded: Helen Miers

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## General Business

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Katie Robb – proposal to the P&C.

Sport aerobics was really successful last year and will be run again this year. Children are invited to come and try. At the moment it costs families \$100. They had to pay for leotard, stocking and white shoes. Proposal to the P&C to help reduce the cost – P&C to purchase

the leotards and hire to the kids. Will be limited to 10 to 12 students this year. Asking for \$500 to purchase leotards that would then be hired out to students at \$20.

Discussion resulting in decision to donate \$500 to Katie Robb to purchase uniforms for the aerobics program and the school will co-ordinate the hiring to students - unanimous

Term deposit rolling monthly the exec will look into the best term rate possible and exec will make the decision on reinvestment. - unanimous

Excursion and Variation to routine dates proposed by Principal (as per Principal's report) approved - unanimous

Trudi Melloy Proposal – would the P&C be prepared to do a fundraising event for the community at assist with flood appeals (discussion – understanding any fundraising undertaken by the P&C would have to go back into the school community) – suggestion that the student council could do a fundraising activity – Principal emailed the Student Council organiser.

Happy International Women's Day – noted all attendee at the P&C meeting were women.

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## **NEXT MEETING**

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**Next Meeting - Tuesday 3 May 2022 at 7pm (brought forward 1 week to not conflict with Naplan)**

Meeting closed by Rebecca Woulahan, President – 8 March 2022 – 9.33pm

**Amanda Scott, Geebung State School P&C Secretary.**

## Treasurer's Report

### January 2022 Financial Summary

	INCOME	EXPENSES	NET PROFIT (LOSS)	YTD NET PROFIT/LOSS
General Funds	\$ -	\$ 1,376.52	\$ (1,376.52)	\$ (1,376.52)
Fundraising	\$ 14.00	\$ 210.42	\$ (196.42)	\$ (196.42)
OSHC	\$ 23,668.11	\$ 31,898.18	\$ (8,230.07)	\$ (8,230.07)
Tuckshop	\$ -	\$ 1,425.36	\$ (1,425.36)	\$ (1,425.36)
Uniform Shop	\$ 62.00	\$ 3,620.00	\$ (3,558.00)	\$ (3,558.00)
<b>Total Income</b>	\$ 23,744.11	\$ 38,530.48	\$ (14,786.37)	\$ (14,786.37)

Cash at Bank (as at 1 January) \$ 319,804.14  
 Cash at Bank (as at 1 February) \$ 276,521.10

Term Deposit \$ 102,858.57

Long Service Leave Owing \$ 20,747.11  
 Long Service Leave Paid \$ (348.60)

Building Fund Balance \$ 4,291.77

### February 2022 Financial Summary

	INCOME	EXPENSES	NET PROFIT (LOSS)	YTD NET PROFIT/LOSS
General Funds	\$ -	\$ 1,300.46	\$ (1,300.46)	\$ (2,676.98)
Fundraising	\$ 19.80	\$ 121.01	\$ (101.21)	\$ (297.63)
OSHC	\$ 44,403.06	\$ 45,190.06	\$ (787.00)	\$ (9,017.07)
Tuckshop	\$ 2,775.45	\$ 3,339.10	\$ (563.65)	\$ (1,989.01)
Uniform Shop	\$ 10,799.00	\$ 613.75	\$ 10,185.25	\$ 6,627.25
<b>Total Income</b>	\$ 57,997.31	\$ 50,564.38	\$ 7,432.93	\$ (7,353.44)

Cash at Bank (as at 1 February) \$ 276,521.10  
 Cash at Bank (as at 1 March) \$ 289,402.88

Term Deposit \$ 102,858.57

Long Service Leave Owing \$ 19,607.82  
 Long Service Leave Paid \$ (1,254.96)

Building Fund Balance \$ 4,291.77

**Principal's Report**



# Geebung State School

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Each and every member of our school community believes that each and every child can and will achieve

## March P and C Report 2022



Current Enrolment – 447 (18 classes)

Prep	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
71	74	76	55	63	52	56

Financial Report – balance \$300 141.97

### Upcoming Key Dates

- 8<sup>th</sup> March – First whole school assembly and school leader induction ceremony
- 9<sup>th</sup> March – Parent information sessions after school today
- 23<sup>rd</sup> March – Wavell Heights Problem Solving Challenge/ Stamp Out Bullying performance/ Orange Free Dress
- 22<sup>nd</sup> March – Stamp out bullying parade information
- 10<sup>th</sup> – 20<sup>th</sup> May – NAPLAN for Year 3 and 5 students

### 2022 Staffing:-

A/DP Kim Macleod Literacy Coach/ Teacher Librarian – Helen Waters

Class Name	Class Teacher	Support Staff	Role
Prep A	Courtney Hodge	Rae Ross-Knight	Inclusion Support teacher
Prep B	Sonya Yates	Kerry Viney	Inclusion Support teacher
Prep C	Shannon Cash	Kate Lam	Inclusion Support teacher
1A	Corbin Carler	Rebecca Travers	Inclusion Support teacher
1B	Victoria Tamas-Cao	Emily D'Arcoy	Speech Language Pathologist
1C	Kirsty Drake	Deb Bowen	Guidance Officer
2A	Leigh Baker and Jo Terrant	Lynne Sheppard Gundi Karaks	Multi Instrumental Teacher Strings IM Teacher
2B	Fiona O'Sullivan	Isabel Gibson	The Arts
2C	Saffi Ryan	Katie Robb	HPE
3A	Sarah Virtue	Kerry Viney	Health
3B	Craig Sturgess	Tsune Nonaka	Japanese
4A	Bill Graham	Kerry Edwards	Chappy
4B	Tracy Kubler	Emily Nicholzen	IT
4C	Andrew Robinson	Michelle Johnson	Business Manager
5A	James Jackson	Brett Thorne	Grounds
5B	Jo Horan	Maureen Brennan	Admin Officer
6A	Dionne Spooner	Karen Marcom	Admin Officer
6B	Therese Anderson and Susie Levy	Abrona Bugler Jeanette Jenkins	Admin Officers
Teacher Aides – Janet Winton, Gail Free, Kristine Sheppard, Cassie Howard, Deb Marsh, Carolina Santos, Janelle Talanoa, Michelle Luhrs, Michelle Watts, Lisa Harvey.			
Cleaners – Rod Swain, Garry Brien, Brandon Brien, Rahul Kumar.			



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### Teaching and Learning

**PE and Health Curriculum** – 2 hours per week comprised of 30min PE, 30min Health specialist and 1 hour of class teacher time that will incorporate Zones of Regulation lessons, Play is the Way, David Morcombe Child Safety Lessons and the Wellbeing Journal. Prep have an extra 30min PE for gross motor skills.  
Japanese continues Year 2 – 4

**Reading and Writing focus** – reading groups and writing focus supported with additional teacher aide time from Investing for success. Teachers collect reading data to analyse and mark a pre-write before teaching the unit and mark against marking guide for the unit.

Lunch time clubs/ options – Chippy art (Tuesday), STEAM (Wed and Friday)

### Staff Professional Learning

Changes to the QCARF – QLD Curriculum and Reporting framework  
Mandatory Training and Training – Student Protection, Code of Conduct, Curriculum Risk Assessment, First Response and evaluation procedures, CPR, Epilepsy, Diabetes and Epi Pen, Asbestos.

### Staff teams and projects

Nature Play  
STEAM – drones and premier's coding challenge, lunch base 2 x per week, teachers integrating technology into their units of work when they can.  
Gardening  
RAP – reconciliation action plan/ NAIDOC Week  
Harmony Day  
Under 8's Day  
Student Council – anti-bullying week  
Music Program  
Wellbeing – staff and student.

### Facilities Update

Minor water damage due to the recent weather conditions – drying and carpet replacement.  
Plumbing – cleared drains and written a report for the department (tree roots and old pipes)  
The amenities block upgrade was commenced over the summer vacation, however still needs some minor repairs before completion. This included new entrance to the boy's toilets, new toilets and paint, hand dryers and sinks.  
Ramp and elevator project – significant delays due to materials.  
Power upgrade – almost completed.  
Solar panel project – completed – 25kw on the library roof.  
Trees pruning – along pool side, reduction pruning project.

### Pool Tender Process

Geebung Eels were the successful applicant for the tender process. Thank Sec for sitting on the panel that assessed the applications.  
Geebung Eels have proposed to install heating pumps and solar panels from a grant.

## Excursion and Variation to Routine

Happy Feet – every Thursday morning

AFL Cup Training – ~~Monday~~ <sup>FRIDAY</sup> morning

Year 4 Aerobics Trials Team – every Tuesday second break.

Swimming – learn to swim and water safety commenced week 3 (week 1) this term

Cross Country – 24<sup>th</sup> March (Junior) and 25<sup>th</sup> March (senior)

Colour Blast Run – 25<sup>th</sup> March

Bullying No Way Performance (now 23 March)

Wavell High Annual Maths Problem Solving Challenge

National Young Leaders Day student leader excursion – 28<sup>th</sup> March



## Tuckshop Report

Tuckshop report 1  
8<sup>th</sup> March 2022

Not a lot to report.

Thanks to P&C for organising Michele and Sarah T to run Tuckshop this term, so I could have some Long Service Leave. They are doing a wonderful job and thanks to all the volunteers that are helping every day, it's fantastic to hear.

The takings have been down, but that is to be expected with restocking at the start of year and starting the term 2 weeks late, also the days off due to the floods. I'm sure it will pick up and we'll have a fantastic year.

We'll get straight in with a Treat Day next term. I will be the very popular Chicken Nugget meal deal. Remember it was decided that it would try holding on Tuesday's this year, as it has got so big we can't cope with treat day and regular tuckshop.

The Last Day of Trade '21 (sausage sizzle, drink & ice block), which fell on the senior swim carnival was very successful and added to our profits last year.

We usually close tuckshop the last week of school for, a total clean out, not just all fridges & freezers but cupboards, also washing walls and behind all appliances, things that we don't get a chance to do very often through the year. Then the week before school starts I just have to go in dust, sweep, mop, set up and start cooking and restocking.

Last year we tried being open for one day that last week, unfortunately it wasn't very successful we only had a few orders and it hampered our cleaning, as you can't clean and hygienically make lunches.

I ask that we go back to the decision that was made in 2017 to not open during the last week of school.

That is my report and I ask that it be accepted

Helen.

## OSHC Report

### P&C March Report

2022

- What another start to the year!
- Vacation Care went well and we survived just...we were two staff down at the same time due to isolation made staffing a challenge but Jess, Cody and Michelle all stepped up which I cannot thank them enough 😊
- Our new little preps are settling in well and we are still getting to know their quirky personalities.
- Building update – we received an update completion date the 19<sup>th</sup> May but we will wait and see. Last week Jaymee and I met with John our architect to finalise colours for the outside building and some of the finishes inside the build. We also choose flooring colours. Yesterday a small amount of steel was delivered and 4 poles have erected today.
- Thank you to the school for getting Brett to repair the blind cords in the hall. I was just wanting to follow up on the progress of the fire exit doors being looked at?
- Masks are no longer required at OSHC but some staff have decided to continue to wear these for varying reasons.
- Performance reviews will be conducted next week.
- End of year closure dates – we propose we close on Friday the 23<sup>rd</sup> December 2022 and reopen Monday the 9<sup>th</sup> January 2023.
- I received a resume today and will arrange a interview.

Cheers from us all at OSHC 😊

A handwritten signature in blue ink, appearing to read 'Sue', is written below the text.