

**THE SPRINGFIELD COLLEGE PARENTS & FRIENDS ASSOCIATION
MINUTES OF COMMITTEE MEETING
HELD ON 25 August 2009**

MEETING COMMENCED 7:30pm

MEETING HELD AT Junior Campus Staffroom, The Springfield College

ATTENDEES Jane Duncan, Lisa Sylvester, Wendy Hayden, Steve Croft, Tania Brewer, Dean Kelly, Kathryn Kummerehl, Andrea Newble, Dianne Nguyen, Leanne Paper, Rina Sandford, Jo Sparrow, Michael Thompson

APOLOGIES/ABSENT Nicole Hodgson, Deleece Kelly, Teressa Leedie, Peter Kortge, Sherri Miners, Agneiska Poli, Tania Scanlan, Carla Tupicoff

BUSINESS ARISING FROM PREVIOUS MINUTES

All action items from the previous minutes have been completed other than Jane Duncan providing a copy of the June meeting minutes.

Leanne Paper moved that we accept the minutes of the previous meeting and it was seconded by Dianne Nguyen.

PRESIDENTS REPORT

Nothing to report.

VICE-PRESIDENTS REPORT

Nothing to report.

TREASURERS REPORT

Opening Balance:	\$34216.87
Outgoing:	\$16,116.57 (cheques for shade sail, display cabinet, bench seats, kindy blocks, Twilight Market Ride deposit and materials for Car Boot Sale)
Incoming:	\$500 (Ipswich City Council Sponsorship)
Closing Balance:	\$18600.30

Jane Duncan moved that we accept the Treasurers report and this was seconded by Lisa Sylvester.

SECRETARY'S REPORT

Wendy Hayden allocated the mail to the various sub-committees as needed.

Correspondence

There were seven items of correspondence that required attention:

1. A letter was received from Coates Hire.
2. A pamphlet was received from Glowstix Australia regarding glowsticks and other glowing products. It was decided that the P&F will sell them if the Gianotti family wasn't. Wendy Hayden to touch base with the Gianotti's.

3. A fax was received from Queensland Schools Shared Car Raffle inviting us to participate in the 2010 raffle. Wendy Hayden to obtain further information.
4. A fax was received regarding specials on bench seats. As the P&F are not in a position to be purchasing any more, the fax was passed on to Steve Croft.
5. An email was received from ESP promotions regarding aluminium drink bottles. It was decided that the P&F are not interested but Steve Croft suggested it be passed on the Trish Hennigan as she is looking at similar items.
6. A brochure was received from Mr Showbags. This was discussed and all felt that it was a good idea. The brochure was given to Jane Duncan for further discussion at the Twilight Markets meeting.
7. A fax was received from Carnivaland Amusements regarding mid-week school hours specials for events such as School Rewards Days. The fax was passed on the Steve Croft.

Other Items to Report:

1. The flags that the P&F are purchasing for the school have been signed off by Steve Croft and ordered. We await their invoice for payment and once payment has been received, they will be printed and dispatched.
2. The Krispy Kreme Fundraiser has been organised. Krispy Kreme cannot guarantee a truck on the day so we may need to collect them. We will need as many volunteers as possible to help collate and distribute orders on Monday 14th September.
3. A letter had been typed for Jane Duncan to sign to obtain sausages at a discounted rate from the Mega Meat Mart in Booval.
4. Emma Gibbs has given Wendy Hayden a copy of the Welcome Pack that the Forest Lake P&F give to each new College family. Wendy Hayden to work on a similar pack for TSC.
5. 11 Business cards have been received for the College Business Directory and they have been passed on to the IT department who will make a College Business Directory link on our website.
6. Wendy Hayden has reviewed our pages on the TSC website compared to the FLC P&F pages on their website and we have come up severely lacking. It was agreed that this will need to be worked on over the coming months.
7. New scrunchie material has been received. Andrea Newble will calculate how much we need to charge to ensure an adequate return. \$6 for large and \$4 for small is suggested at this stage. Andrea to provide Dianne Nguyen with the folder so she can cut them out and purchase elastic. Dianne Nguyen to then pass them on the Lisa Sylvester whose mother-in-law will sew them.

Dean Kelly moved that the Secretary's Report be accepted which was seconded by Rina Sandford.

PRINCIPAL'S REPORT

1. Problem Drivers

There have been various instances of dangerous and problem drivers outside the Junior School Campus particularly on weekends. In some cases this has also included minor vandalism to the school. Some registration plate numbers have been passed on to the police. Anyone who has any concerns or witnesses anything can speak to Steve Croft or Tania Brewer.

2. Building Programme

Building of the new Sports Courts at the Junior Campus is well underway and should be completed in 2-3 months. Building of the new Resource Centre should commence in October and be completed by mid 2010.

3. Education City Development
The school has been advised of various projects in and around Education City. These include: St Peters building a new campus and moving across the road; a new State School being built, an Indigenous School has been proposed; the Australian Institute of Sport is moving in and will be building 12 sporting fields. UQ has signed up and will be providing studies in Medicine and Dentistry; USQ will also be providing courses in nursing, physiotherapy and chiropractic studies; a new Community Centre is being built and a 650 seat auditorium is being built.
4. TAS
TAS is going to be reshaped. We will be in Red group along with Forest Lake College, Rivermount College, Scots PGC and Faith Lutheran along with the 2nd teams from Blue Division. Red division will have a sport hosted by each school similar to JTAS . This will result in a more event and longer competition and will involve a finals series.
5. JTAS
JTAS teams are doing well particularly years 5 and 7.
6. Failure To Attend Sporting Fixtures

Steve was very disappointed last Saturday at Canterbury College where TSC fielded teams short on players or didn't field teams at all. This is not only an inconvenience to all concerned but doesn't look good for TSC. In future Steve will be interviewing any student who doesn't attend and hasn't notified their coach by the preceding Thursday afternoon. A letter will also be going home to the parents involved.
7. Subject Information Evenings
Subject information evenings are rolling along well. It is a great opportunity for staff to discuss subjects and look at broadening subject offerings.
8. Student Self-Harm
The College is bringing in a group called Enlighten Education to talk to girls in years 9, 10 & 11 about decoding mixed messages, building positive self-esteem and resilience. Attendance is open to all girls on a voluntary basis. The school is trying to be proactive in the way that they deal with issues as they arise and would welcome any ideas for the pastoral programme. Tania Brewer is our College Counsellor and provides counselling on both campuses. If the need arises where more in-depth counselling is required, the College has employed external counsellors in the past. It is important that we foster an open environment where students feel free to come forward and discuss any issues that they may have.
9. Honour Boards
Honour boards will soon be erected courtesy of the Sporting Department.
10. Car Boot Sale
Steve cannot attend the Car Boot Sale as he has been nominated to run in the Bridge to Brisbane.
11. College Open Day
The College Open Day is on Saturday 29th August from 10am-12noon. We have had a display up at Orion and interest has been good. Enrolments for 2010 are heading in a positive direction. We are currently in between having 2 and 3 prep classes and 1 grade 6 class will move into 2 grade 7 classes and 2 grade 7 classes will be moving into 3 grade 8 ones.
12. College Emails
The College email problem should have been resolved by now.
13. Scholarship Promotion

Springfield Land Corporation is promising to fund a portion of education costs of families who buy sites in Brookwater. The deal applies for schooling at The Springfield College or St Peter's Lutheran College at Springfield, for families who buy land before December 31. The deal, representing the approximate cost of one child attending five years of school, would be capped at 12 per cent of the land's purchase price.

SUB-COMMITTEE REPORTS

1. CAST – Rina Sandford

- There are various events this involving CAST. They are: Goodna RSL, Junior Strings Festival, EKKA, Brisbane Eisteddfod, Open Day, Cultural morning and Father's Day Stall.
- Letters will be going out to all ensemble and choir students for donations for the Father's Day Stall.
- CAST are currently working on a performance uniform. Sue Cosgrove has made up a sample skirt and revisions are being done. At this stage it will be black (and boys will wear black pants) but some CAST members are pushing for navy to be in line with the College uniform.
- Wendy Jurss is reviewing the current information booklet to up date it due to staff changes.
- CAST are hoping to put out an annual publication and are looking for an editor for this.
- Musical photos are now available at reception for collection.
- There are various props from The Lion, The Witch and The Wardrobe still to be collected; a notice will go out regarding this.
- Laura Bonner is putting out an Expression of Interest form for dance classes at the Senior Campus next term.
- CAST will be having a stall at the Twilight Markets. They are yet to decide exactly what they will be doing but are looking along the lines of novelty games "pick-a-stick" etc.

Minutes of the preceding CAST Meeting will be submitted for inclusion in the hard copy of the P&F Minutes.

2. Community Alliance Programme – Wendy Hayden

- We currently have 21 Businesses in the Community Alliance Programme with the recent addition of Bella Art Gallery, Kids Love Parties and Ravishh Hair Studio.
- Letters have been sent to Brookwater Golf Club, Struddy's Sports and Camira Music Academy.
- Follow up letters have been sent to Happifeet, Kouxan Natural Health, Orion Family Physiotherapy, Sheree Rose Chiropractor and Westside BMW and a follow-up email was sent to The Ritz Performing Arts Academy.
- Beauty For you didn't feel that they were large enough to be able to participate so it was suggested that they provide their business cards for the College Business Directory.
- A letter has been sent to La Luna giving them until the 4th September to provide information and rebates or they will be removed from eth CAP and their position offered to The Coffee Club.
- Follow up emails have been sent o all partners requesting their remittance for the period until the end of June.
- Confirmation of interest in the CAP was received from Melissa Pearce Nutrimerics – more details to follow.
- The offer from Bella Art Gallery to have a display in the school foyer was discussed. Wendy will contact them to organise and offer a site at the Twilight Markets.

- Boost Juice has offered their mobile juice van for the Twilight Markets with \$1 from each smoothie going to the P&F.
- We are running out of time to hold a Small Business Expo. It has been decided to offer all CAP partners a display at the Twilight Markets and to try and organise the Expo for early next year.
- Counter signs have been made to be displayed at participating CAP businesses. They will be printed and distributed in the next week or so.
- An email has been sent to all CAP partners regarding raffle prizes and sponsorship. Orion dental has offered an electric toothbrush again this year.

3. Fundraising and Sponsorship – Lisa Sylvester and Leanne Paper

- The Car Boot Sale to go-ahead this weekend. At this stage we have 15 stalls.
- Lisa Sylvester suggested a pie drive. It was decided to run it in winter next year due to the hot weather affecting the pies.
- Wendy Hayden suggested a Junior School disco for the end of the year. All agreed it was a good idea and it will be discussed further later.

4. Grants – Nicole Hodgson

Nothing to report

5. Library – Dianne Nguyen

The Library staff would like to thank everyone for their support of the recent Book Fair.

6. Sport – Dean Kelly

- It has been decided that each clan will have their own sports shirt to make them more individual. Templates have been developed.
- It has been decided to only have one speaker at this year's dinner – Justin Sherman.
- The question was raised whether the TSC Sport & HPE Support Group can run the BBQ at the Twilight Markets if the P&F doesn't. A detailed discussion was had and it was decided that the P&F will decide at the next Twilight Markets meeting what they will do and then get back to CAST and the Sport & HPE Support Group.

A hard copy of the previous TSC Sport & HPE Support Group minutes was submitted to be attached to the hard copy of the P&F Minutes.

7. Stock & Stores – Tania Scanlan

Tania Scanlan will obtain the red P&F T-Shirts, cooking utensils, sauce and serviettes for the BBQ at the Car Boot Sale.

8. Twilight Markets – Jane Duncan

- The price of armbands this year was discussed and it was decided to only go with 1 armband and it will be priced \$30 on pre-sale or \$35 on the night.
- The next Twilight Markets Committee meeting will be held at Toscani's on 8th September at 7pm.
- Raffle tickets will be sent out soon as we are branding it the "Spring Raffle" to be drawn at the Twilight Markets. They will be \$2 each and sold in books of 15.
- A get-together will be held on 1st September at the Junior Campus Library to make the raffle ticket books up.
- Jane Duncan to purchase the raffle ticket books.
- Wendy Hayden to forward Jane the template from last years raffle ticket book fronts.

CAR BOOT SALE

- Ads have been placed in the Courier Mail.
- Lisa Sylvester couldn't get a coffee van. Dean Kelly will look into who the Sports department use for their home games and advise Lisa.
- Tania Brewer to organise a key for the Tuckshop and toilets for the Senior Campus for the day.
- Tania Brewer to arrange for the BBQ and Bain Marie to be sent over to the Senior Campus.

GENERAL BUSINESS

1. Nil

NEXT MEETING

Tuesday 15h September
Senior Campus Library

Suggested topics to be added to the Agenda:

The Twilight Markets
The Junior School End-of-Year disco

MEETING CONCLUDED

9.10pm

ACTION ITEMS

1. Jane Duncan to provide a copy of the minutes from the June meeting.
2. Wendy Hayden to check with the Gianotti's if they are selling any glow products at this year's Twilight Markets.
3. Wendy Hayden to obtain further information regarding the Queensland Schools Shared Car Raffle.
4. Wendy Hayden to forward email to Trish Hennigan regarding aluminium water bottles.
5. Wendy Hayden to commence work on a P&F Welcome Pack to be given to all new College families.
6. Andrea Newble to get out scrunchie folder and calculate the new price to ensure an adequate return.
7. Andrea Newble to pas scrunchie folder on the Dianne Nguyen to cut out new scrunchies and purchase elastic.
8. Dianne Nguyen to pass cut out scrunchies to Lisa Sylvester for her mother-in-law to sew.
9. Wendy Hayden to contact Bella Art Gallery about having a display in reception.
10. Wendy Hayden to confirm with Boost Juice that they are welcome at Twilight Markets.
11. Wendy Hayden to print and distribute counter signs to all CAP partners.
12. Jane Duncan to purchase the raffle ticket books.
13. Wendy Hayden to forward Jane the template from last years raffle ticket book fronts
14. Dean Kelly will look into who the Sports department use for a coffee van for their home games and advise Lisa.
15. Tania Brewer to organise a key for the tuckshop and toilets for the Senior Campus for the car boot sale.
16. Tania Brewer to arrange for the BBQ and Bain Marie to be sent over to the Senior Campus for the car boot sale.