

**THE SPRINGFIELD COLLEGE PARENTS & FRIENDS ASSOCIATION
MINUTES OF COMMITTEE MEETING
HELD ON 28 July 2009**

MEETING COMMENCED	7.30pm
MEETING HELD AT	Middle/Senior Campus Library, The Springfield College
ATTENDEES	Jane Duncan, Lisa Sylvester, Wendy Hayden, Steve Croft, Tania Brewer, Nicole Hodgson, Dean Kelly, Dianne Nguyen, Leanne Paper, Rina Sandford, Tania Scanlan, Michael Thompson, Carla Tupicoff
APOLOGIES/ABSENT	Deleece Kelly, Teressa Leedie, Peter Kortge, Sherri Miners, Andrea Newble, Agneiska Poli

BUSINESS ARISING FROM PREVIOUS MINUTES

Previous minutes were unavailable as Wendy Hayden was absent and Jane Duncan had taken them.

PRESIDENTS REPORT

1. Information was received by the P&F regarding House and School Flags. A discussion was had and it was decided that we would purchase a flag for each House and two for the school. Wendy Hayden to contact the manufacturer and arrange proofs prior to ordering. Tania Scanlan moved that we go ahead with the proposal and Dianne Nguyen seconded it.
2. We have been advised that we are unable to obtain the light blue colour for the "Scrappys", Steve Croft authorised dropping the light blue and proceeding with navy and red.
3. A Nutrimerics consultant contacted the P&F regarding holding a fundraiser. Wendy Hayden to contact the consultant regarding the Community Alliance Programme and a possible stall at the Twilight Markets.
4. The idea of raising funds through e-School Funds was briefly discussed and dismissed.
5. Aluminium signs with the school emblem are being purchased to be mounted either side the Senior Campus entry.
6. The P&F has been approached by a teacher at the Senior School seeking financial support for a robot building competition. There is an initial outlay for a kit that will be able to be reused each year. There are 3 kits available and they are priced \$997, \$2449 and \$3899 respectively. A discussion was had and an agreement was reached with Steve Croft where the P&F would pay half the purchase price of the largest kit and the school would pay the balance. The motion to proceed was moved by Dianne Nguyen and seconded by Dean Kelly

Wendy Hayden moved that the Presidents Report be accepted which was seconded by Tania Scanlan.

VICE-PRESIDENTS REPORT

Lisa Sylvester advised that she cannot find the article regarding school tuckshops that was mentioned at the previous meeting. Steve Croft advised that the on-line idea is now on hold due to it's popularity amongst other schools.

TREASURERS REPORT

Andrea Newble was absent

SECRETARY'S REPORT

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

There were two items of correspondence that required attention:

1. A letter of thanks was received from a TSC student, thanking the P&F for their support. The letter was passed on to Steve Croft as the financial assistance was provided by the College.
2. A letter was received from RACQ advising that students in Years 11& 12 were entitled to free RACQ membership. Steve Croft advised that the school was already aware of this and no further action would be required.

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

PRINCIPAL'S REPORT

1. Entrance Sign

Steve Croft advised that entrance signs had been commissioned for the entrance to the Middle and Senior Campus. Various models were considered and it was decided to have two aluminium College emblems made to be erected either side

2. Building Programme

- Building of the new Resource Centre and Sports Courts should commence mid September.
- The 3 demountables on the Junior Campus will be relocated. Two will go to the Senior Campus for dance and drama with the wall cut in between. The third will be sold
- The courts being erected on the Junior Campus will be different to those at the Senior Campus and will be made of a rubber material with synthetic grass. They will be more sensitive to the needs of small children and an example of similar court is at Brookfield Tennis Courts.
- The sporting courts should be up by the end of this year with the Resource Centre being completed by mid 2010.
- Plans for the new Resource Centre are on display at the Junior Campus.

3. Campus Class Changes

With the new Resource Centre being built at the Junior Campus it has been decided that Year 6 will most likely be relocated back to the Junior Campus in 2010. This will allow the College to provide a discrete and seamless Primary School programme all within the one Campus and ensure continuity in the curriculum, and the teaching and learning approaches. An exciting leadership model is being developed that will provide all students in Year 6 with opportunity to develop their leadership potential and will include formal leadership positions.

4. ABCC and The Homework Club

The Homework Club on the Junior Campus has been very successful. The Senior Campus Club hasn't been so successful and changes will be made effective 10th August. More details will be provided as they come to hand.

5. Budget

The Term 3 Budgets are currently being done.

6. School Camps

Years 9, 10 & 11 will be going on camps next week. The camps will be attended by most students and they are very excited about it.

7. Swine Flu

A few students at the College have now been diagnosed with Swine Flu. It is requested that anyone who looks like getting it stay at home. Steve Croft advised that it is of the most harm to those people in the highest risk categories.

8. Staff Development Day

Bill Rogers attended the recent staff development day and gave a very important talk about student behaviour and strategies when working with students. A clear value base was discussed as was making and setting boundaries. Staff are currently putting together a behaviour management policy.

SUB-COMMITTEE REPORTS

1. CAST – Rina Sandford

- Danielle Lennon has offered to do a fundraiser for CAST. The Lennon Bros circus will provide 50 family tickets worth \$72 free of charge to be sold by CAST for \$20. All proceeds will go to CAST. Michael Thompson moved that we support the fundraiser and this was seconded by Carla Tupicoff.
- CAST will once again be holding a Father's Day stall. Any ideas for items that can be sold should be passed on to Wendy Jurss. Wendy Hayden advised that the P&F recently received a flyer regarding this type of item and she will pass it on to Wendy Jurss.

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 17 Businesses in the Community Alliance Programme with the recent addition of Boutique Finance.
- McNamara & Associated are unable to assist with the CAP as it was very difficult to legally work out a refund/rebate model. Lisa Sylvester advised that they may be interested in sponsorship for the Twilight Markets.
- We have 7 prospective new businesses – Westside BMW, The Ritz Performing Arts Centre, Beauty For You, Happifeet Podiatry, Kouxan Natural Health, Orion Family Physiotherapy and Sheree Rose Chiropractor. Information packs and letters have been sent and we await their response.
- We are still waiting on paperwork from La Luna. A letter will be sent out to them requesting that the paperwork be completed and rebates forwarded. If no reply is received within 14 days, they will be removed from the Community Alliance Programme and their position offered to another business. Nicole Hodgson suggested The Coffee Club as they are great supporters of the school and it was agreed that they will be offered the position first.
- It was suggested that we contact Brookwater Golf Club regarding the Community Alliance Programme. The contact person is Mark Holland.

3. Fundraising and Sponsorship – Lisa Sylvester and Leanne Paper

- Marty Isaacs from All Things Indian has proposed a fundraiser selling his beaded glittery pens which will also support a school in India. It was decided that it was a great idea and we would possibly do it later in Term 4. Wendy Hayden to provide Lisa Sylvester with the sample pen that Marty provided.
- The Car Boot Sale will be going ahead from 7am-12pm on Sunday 30th August. Stallholders will be charged \$20 per space and the P&F will run a sausage sizzle and Father's Day raffle on the day. Wendy Hayden to provide Steve Croft with calico for the students to make up car Boot Sale banners to go outside the Senior Campus. Andrea Newble to organise a float.
- Leanne Paper advised that the response to sponsorship and raffle prize requests has not been very good with only 2 \$500 sponsors so far. Andrea Newble to contact Leanne Paper regarding an Invoice for Delfin.

4. Grants – Nicole Hodgson

- The application for a grant from Woolworths was not successful. Very few schools obtained money as it mostly went to sporting or social clubs.
- The grant for a shade sail at the Junior Campus oval is still going through. Should we not be successful in this round we will automatically go through to the next one. The plans have been submitted to council for approval.
- NAB currently has Schools First Grants. Nicole to look into it and see what it entails.
- Jane Duncan advised that the Commonwealth Bank is currently giving money away and they may be a suitable company to approach for a grant.

5. Library – Dianne Nguyen

Nothing to report.

6. Sport – Dean Kelly

- The Sports Presentation Evening will be going ahead on Friday November 13 at Pine Event Centre (QLD Lions). Tickets are currently being designed and sponsorship sought to reduce costs. Nominations are being sought for Players of the Season and Most Improved Players. Justin Sherman will be the Guest Speaker and Steve Croft is checking if Tim Horan would also be available and at what cost.
- At the start of Term 1 2010, Andy Holmes will send out a questionnaire to all parents and students seeking availability for coaching in 2010. Once collated a forum will be held with all interested parties giving an overview of the 2010 season and explaining expectations and information. A booklet will also be given outlining equipment rules procedures and uniform requirements.
- TSC is looking at introducing new Clan shirts and/or sports day shirts which will be rolled out over a 2 year period. A new Sports Representative shirt will also be made and Andy Holmes suggested that the student be involved in the design.
- The school website needs revamping and Dean Kelly will contact the school for assistance with this.
- Andy Holmes will now include his email address on all information going out to parents and in Threads so people with suggestions and/or comments can contact him direct.
- Steven Croft explained that TAS is looking at having finals at the end of each round of sport and is also looking at this competition to advance into Metwest Channels so school sport will be a preference to club sport. This may take a year or two though.

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

Nothing to report.

8. Twilight Markets – Jane Duncan

- The next Twilight Markets Committee meeting will be held at the Middle/Senior Campus Library at 7pm on 11th August.
- Jane Duncan will contact Michael Thompson regarding lights, toilets, generators and bins.
- Stall holder site fees were discussed and it was decided that we will charge \$50 for any stall holder that doesn't require food preparation and \$75 for those who do and those who require power. All stalls sites will be 3x3m.
- Andrea Newble to try and organise a stage.
- P&F will be having a stall – further details to be decided at the separate Twilight Markets meeting.

GENERAL BUSINESS

1. Nil

NEXT MEETING

Tuesday 25h August
Junior Campus Staff Room

Suggested topics to be added to the Agenda:

The Car Boot Sale
The Twilight Markets

MEETING CONCLUDED 8.35pm

ACTION ITEMS

1. Jane Duncan to provide a copy of the minutes from the June meeting.
2. Wendy Hayden to contact the Nutrimerics consultant regarding the Community Alliance Programme and the Twilight Markets.
3. Wendy Hayden to provide Wendy Jurss with the flyer recently received that contains items that CAST may be able to sell on their Father's Day stall.
4. Wendy Hayden to advise Leanne Paper that McNamara & Associates may be interested in sponsoring the Twilight Markets and obtain contact details.
5. Wendy Hayden to send a letter to Mark Holland at Brookwater Golf Club regarding the Community Alliance Programme.
6. Wendy Hayden to provide Lisa Sylvester with the sample pen from All Things Indian.
7. Wendy Hayden to provide Steve Croft with calico for the students to make Car Boot Sale signs for outside the Middle/Senior Campus.
8. Andrea Newble to contact Leanne Paper regarding an Invoice for Delfin for sponsorship.
9. Jane Duncan to contact Michael Thompson regarding lights, toilets, generators and bins for the Twilight Markets.
10. Andrea Newble to try and organise a stage for the Twilight Markets.