



Northpine Christian College P&F AGM Minutes

Minutes of Meeting

Location: Northpine Christian College Library Boardroom

Date 16/10/2018

Attendees: Graham Baird, Shawn Brosnan, Chris Wojnar, Kerry Knibb, Prudence Scott, Karen Sanderson, Sara Desmond, Alison Dalman, Nicolas and Samantha Wong, Simone Keddy, and David Johnson.			
Apologies: Councillor Sims, Susan Miller, Jodie Lou, and Debbie Aitchison.			
Item	Keypoints	Action	Required Date
Welcome and Introduction	Shawn Brosnan commenced the meeting at 6:30pm and Chris Wojnar offered prayer.		
Acceptance of previous minutes	Previous minutes were accepted and approved.		
Correspondence in/out.	<p>General marketing and fundraising correspondence was received and passed onto the appropriate person.</p> <p>Correspondence was received from Susan Miller regarding the Vego Van. They specialise in vegetarian and vegan food. This will be noted and considered next year for school events.</p>	Email to be documented for consideration for 2019 school events.	

	Correspondence was received by Simone The P&F were CC into a letter addressed to the school regarding the uniform policy and boy haircuts.	The letter will be noted however no further action at this time by the P&F Committee.	
Academic Report	<p>Graham Baird provided the following updates:</p> <p>The new signage for the school has commenced operation today. Initially he did not think that the sign was large enough however it can display several messages at one time, including photos. It is a fun new development for Northpine.</p> <p>Over the holidays the secondary school got a new eating area and there is now additional car parks at the back of the school. There has been more fencing installed to allow work to be completed within the next month. This should then allow for additional car spaces out the front.</p> <p>They are also expanding the eating areas which is exciting for the students.</p> <p>The Naplan results have been released. The primary school came forth in our region and the secondary school came third. The results are wonderful and pleasing for our community.</p> <p>It is a very busy time of year for the Year 12's as they are starting to think about exams, camp and then the end of the year,</p>		
Financial Report	<p>Kerryn Knibb provided the following update:</p> <ul style="list-style-type: none"> ● With a Cash (Bank) balance of \$41821.31 ● YTD profit \$ 2727.72 ● Interest \$6.47 ● Banking \$345.00 ● Fathers Day Stall profit \$1982.78 (Acknowledgement was given to Samantha and Alison for all their hard work.) 		

	Kerryn reported that the audit is now complete.		
Chaplaincy Update	<p>Chris Wojnar provided an update on behalf of the Chaplaincy Team.</p> <p>Neil Redman advised that there are 2 major focuses for us over the last few months, Big Camp and Yr10/11 Camp.</p> <ol style="list-style-type: none"> 1. Big Camp – chaplains were involved in various programs at big camp, however along with this, we were able to include numerous (at a guess more than 50) Northpine students who were also involved in helping Big Camp. Including music, programing, tech support, running events etc 2. 3 Chaplains attended the Yr 10/11 camp to Canberra... Also 3. Chaplaincy helped organised installation of new sound gear in PA 4. Bible Study program continues. 5. Chapel focus on child protection during the national week for child protection 		
Matters Arising from Previous Minutes	<p>1. Toilet Block Makeovers - Sara provided an update regarding the Toilet Block Make-overs. Sara has liaised with the Prep teachers and have been provided their values and shining lights words. Her idea was to have a lighthouse with the value words coming out the top of it. Sara also wants to include bible scriptures.</p> <p>Sara has consulted with North Lakes Signs who have provided quotes for different sizes.</p> <ol style="list-style-type: none"> 1. For 6 doors it will cost \$137. This will be for the words only. The stickers are able to be used on the front and back of the doors. 2. For both bathrooms to be completed it will cost \$997. This is for two lighthouse decals, 2 bible verses, and the words. 	<p>Sara will discuss final details directly with Graham.</p> <p>P&F will fund the cost of \$997. Sara will provide invoices to Kerryn</p> <p>A letter of recommendation to North Lakes Signs for their service once completed.</p>	13/11/2018

	<p>General discussion was held amongst members. A decision was made that the stickers should only be applied to the outside of the toilet doors not the inside.</p> <p>Acknowledgement and special thanks was given to Sara for all her hard work.</p> <p>Chris raised a motion to proceed with funding the cost of \$997. Prue seconded the motion. Everyone agreed and it is hoped that the infant toilet makeover will commence in the next few weeks.</p> <p>2. Voting by Proxy at meetings – Chris Wojnar provided an update regarding Voting by Proxy:</p> <ul style="list-style-type: none"> - Chris has consulted with Jack Ryan (CEO for SDA QLD) who has also conducted his own research and Jack is happy with the changes to the constitution to allow 'Voting by Proxy'. It is also noted that the P&F will have no liability. - To participate in voting by proxy' the members will need to complete a form and forward to the P&F Secretary for record keeping purposes. - To be able to participate in voting by proxy the member must have attended the meeting that an item was initially raised. <p>Chris provided a copy of the constitution with the proposed amendment changes in red. It was noted that constitution changes must be voted on and then forwarded to the College Counsel for acceptance. This is only the first draft and it is acknowledged that time is needed for members to be able to review the proposed amendment.</p> <p>Chris also noted that he has made some general formatting changes of the constitution document (ie hygiene issues). Chris reported that other minor errors were noted throughout the constitution. For example the constitution currently states</p>	<p>Prue to attach a copy of the proposed amendment to the minutes which should then be included when posted to Facebook and in the school newsletter.</p> <p>Committee will review the constitution and have a list of recommendations to make it more relevant.</p>	<p>13/11/2018</p> <p>13/11/2018</p>
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	<p>that the AGM is to be held in October. It was discussed by members that these minor changes would be considered with the whole review at a future meeting.</p> <p>Discussion was held amongst members about the constitution being reviewed by the Committee and for the Committee to present at the next P&F meeting a proposed list of recommendations to make the constitution more relevant.</p> <p>General discussion was held amongst members regarding the proposed voting by proxy amendment. It was acknowledged that the first vote by members will be the acceptance to include proxy voting for to the constitution before discussion of wording changes.</p> <p>Acknowledgement was given to Chris for all his hard work and dedication.</p> <p>3. Father's Day Stall Update. –</p> <p>Samantha advised that the father's day stall went really well.</p> <p>Acknowledgement and special thanks was given to Samantha and Alison for all their hard work and making the Father's Day stall a great success.</p> <p>4. Drinking Fountain for High School Basketball Area -</p> <p>Graham and Shawn discussed the current infrastructure that is going on at the moment with the current development. There is a plan in progress however this may take the rest of the year before the drinking fountain/station can be completed. The plan is to have the drinking station in the Basketball area near the seating area which will be covered. Final location and layout will need to be completed with details such as boring of services, etc.</p>	<p>Matter is now complete.</p> <p>Matter is now complete.</p>	
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	<p>General discussion was held amongst members about the benefit of the drinking fountain for the high school students. Shawn raised a motion to provide a contribution of \$3000 for the installation of a drinking fountain and David seconded it. Accepted by all members.</p> <p>5. Subway Fundraiser -</p> <p>Karen Sanderson provided an overview of the Subway fundraiser. The school doesn't need to do anything except for distributing the forms to the students and teachers. There will be a box in the office for the forms to be returned to. The boxes will be picked up the day before and then the food will be delivered the following day.</p> <p>There are different meal options which have a set price:</p> <ol style="list-style-type: none"> 1. \$6 - 6 inch sub. 2. \$7 - 6 inch sub with a drink (water, apple popper, choc milk. 3. \$7.5 - 6 inch sub with a drink and cookie. 4. Gluten free option is available which is a salad bowl. <p>They just need a 2 week turn around so we can give everyone enough notice.</p> <p>General discussion was held amongst members which was mostly all positive. It was noted that the school does not control what food parents provide their children however there would be concern for pork or salami to be included in the options if this event goes ahead. A date was proposed for Tuesday 13th November. It was thought that all students including teachers should be included. The following four options were discussed as being what could be offered to students and teachers:</p> <ul style="list-style-type: none"> - veggie salad and cheese - roast beef and salad 	<p>Karen to liase with Graham and reception staff regarding the location of the boxes to be placed.</p> <p>Prue to liase with Andrew to have the fundraising event posted in the next school newsletter.</p>	<p>09/11/2018</p> <p>02/11/2018</p>
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	<ul style="list-style-type: none"> - turkey and salad - tuna and salad <p>Shawn raised a motion for this Fundraising Event to occur on 13/11/2018 and Chris seconded the motion.</p> <p>It was decided that the orders will need to arrive at school no later than 12:15 pm on 13/11/2018 to allow time for the distribution of orders.</p> <p>6. School Jumpers – Kerryn provided an update regarding the school formal jumpers. Due to lot of feedback from parents regarding the cost of the formal jumpers they have sourced quotes for an different supplier which may make the jumpers \$5-\$10 cheaper.</p> <p>Kerryn provided an example of the jumper from the supplier 'Weareco' (Weareco also supplies some of the other school clothing). The quality is still there however the is an additional 2 week time frame as the clothing is made in China rather than Australia.</p> <p>General discussion was held amongst members.</p>		
New Business (Agenda Items)		.	
Car Park - additional footpath/walkway	<p>Karen Sanderson presented the following on behalf of a Facebook post regarding some car parking issues. It was reported that walking up from the church car park (side of the pool) is really dangerous due to all the cars reversing and there is no footpath on the other side of the cars. This makes it very challenging for parents with young children and prams especially when it is wet as the ground turns to mud.</p>	No further action	

	<p>General discussion was held amongst members and it was noted that that area is owned and controlled by Watson park and not the school. Further concerns raised were the side gate not being wider enough for prams to gain access without having to go on the road or if a wheelchair could fit. The main concern for Watson Park is anything that impacts on caravan spaces.</p> <p>Graham agreed to discuss the matter with Steve Plan.</p>		
Additional Business	<p>Simone Keddy requested a review of the school's hair policy as there appears to be discrepancies in the rules between boys and girls hair. Simone expressed her concerns regarding the current policy and the impact that it can have on a child's self expression. This was raised for discussion in a hope that the hair policy could be reviewed to reflect the broader school community and reflect how times have changed.</p> <p>Shawn was advised everyone that the P&F have to the ability to provide advice to the school but cannot direct the school.</p> <p>General discussion was held amongst members with personal views expressed regarding the current hair policy and what is perceived as acceptable hair for boys. Views were also expressed regarding the girls hair policy, especially with change in rule when they go into Year 10.</p> <p>Graham advised he will continue to look into this and may seek information from the Independent Schools Queensland regarding their current hair policy.</p> <p>Simone was thanked for the positive manner she raised this item with both the school and P&F. By doing this it allowed feedback to the school through the thoughts and opinions of those members present.</p>	No further action	
Closing	<p>Shawn Brosnan closed the meeting at 8:15pm and Graham Baird closed in prayer.</p>		

Next meeting	Tuesday 13/11/2018		
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