

Shalom College
Parents and Friends Association

General Meeting Minutes
Tuesday 6th September 2016

Attendance: As per attendance book

Apologies: As per attendance book

Opening Prayer: Elizabeth Austin-Campbell

Previous Minutes:

Gail Norris moved that the minutes of 2nd August 2016 be adopted. Seconded by Linda Crossett. All in favour.

Business Arising:

- Old Digital sign – Greg Aplin is going ahead with the repairs to this.
- Link to Brett Lee Internet Safety – parent lounge – feedback from providing company that 79 parents have logged in and completed the courses. Further promotion could be added in the enrolment pack and orientation afternoon.
- Sport centre maintenance - Shalom sign – expensive job that will have to be outsourced. Will be put into the budget for 2017.
- Upright piano – thank you letter from the music department. Gail Norris as a P and F representative will have a photo taken with the piano for the newsletter.
- New Laptop for P & F – quote received \$1317.12.
- Gifts for senior students – all arrived and stickers attached to pen box. Slight change in cost for pens (\$1930 for 220 students) and sticker cost was \$181.50.
- P & F email – where correspondence will be sent to from Rockhampton.
- School Renewal and Improvement Audit – P & F summary report available for viewing
- Cleaning of water fountains/bubblers has been completed.
- Washable Blazer – still being investigated.

Correspondence:

In:

- Music Department – thanks for funds to purchase piano and request for photo.
- Quote for new P and F Laptop

Out:

- Nil

Treasurers Report (Donna Habermann):

- Information supplied by Donna – financial statements (Balance Sheet/Income & Expenditure) for August tabled. Attached to minutes. Moved by Donna Habermann. Seconded by Linda Crossett. All in favour.

Board Report (Kim O'Shea-Hard):

- Whole of the meeting was devoted to the preparation of the SR & I.
- Masterplan amendments have been approved.

Diocesan Report (Donna Habermann):

- Donna will follow up on the Leo Dunne Memorial Award, no feedback received as yet.

Principal's Report (Elizabeth Austin-Campbell):

- SR & I report was very positive, teaching and learning features more in the focus of this review. The current mentoring process being implemented was highlighted and how it ties in with our 'thinking skills' framework. Bottom line message from the students was that at this school they felt happy and safe in the Shalom environment.
- Brother Rochford's birthday – 14th September, kids will bring a plate to share and give a donation to Brother's chosen charity.
- SMS message for absentee trialled today – worked well for first time. Still have some tweaking to do to get the message the way Shalom would like.
- Winter Finals Day – 14 premierships won on the day.
- Year 10 Retreats have been going well for both the girls and boys.

Rowing Report:

- Decision on naming of newest skull donated by the P & F will be made by committee in the near future.

General Business:

- Combined school movie night – "Miracles from Heaven"- Saturday 10th September. 5.45 movie starts at Reading Cinema, \$20 per ticket. Drinks and nibbles being prepared and served by Shalom P & F. Funds raised going to the children's hospital.
- Coffee shop update
 - Student roster to work as Baristas working well – currently school is paying wages so arrangements to transfer funds to cover this will need to be made in the future.
 - Coffee sales going okay (selling around 150 per week) but would like to see amount of sales continue to increase. Word is getting around that it is excellent coffee – a wide range of sizes available.
 - Final cost of Coffee Machine and Grinder will be less than expected, we have also purchased a Coffee grounds storage dispenser.
 - Display cabinet and update of décor no further progress – feel we need to wait until refurbishments have been completed to see how it all works – currently making own menu signage
 - Outside signage – banner across the entrance into the coffee shop and on the outside of the undercover area and the directional signs.
 - Tablecloths – currently being made.
 - Slight increase in hours for Leanne and Kathie will transition to managing new coffee machine and menu updates – new menu additions well received – future additions to be made (new refurbishment will certainly help with displaying new items)
- Sunday Markets review and revamp of ideas - Artisan market is working well with new clients visiting the markets, stallholder contracts are being negotiated, push for additional food vans, still currently one – two coffee vans operating in addition to Market Coffee shop
 - Change of procedure re: collection of P & F levy for food stall holders, this is now getting collected by Peter Barone.
- Thanks to Minnie Dunshea– for her first donation of the slushy machine for Winter's Final Day it was a fundraising event for the Edmund Rice Camp.
- Best wishes to the Cambodia students heading off next Wednesday 21st September.

- Coffee shop volunteers – additional gift of a diary to go with the pen as our gift for 2016.
- ATM – Elizabeth will investigate if there have been any funds raised from the use of the ATM at school.
- Orientation Day for 2017 Students (7th November)– P & F ‘welcome letter’ to be included into the welcome pack
- Donna will attend the QCAA (Queensland Curriculum and Assessment Authority) – School information session on 18th October, 11am – 2pm at The Waves Sports Club. RSVP to Dan by 10th October.
- Louise moved that the Laptop be purchased. Seconded by Kim O’Shea-Hard. All in favour.

Next meeting: Tuesday 11 October, 2016.

Meeting closed: 6.45 pm