

# Redeemer Lutheran College, Biloela

Student Focused Learning for LIFE



## MINUTES OF PARENTS & FRIENDS COMMITTEE - AGM

Date 13 February 2017

**PRESENT:** Eureka Coetzee, Petrea Jensen, John McDougall, Jonel Boonzaaier, Carmel Witten, Erin Williams, Catrina Stevens, Karen Bryen, Vicky Fowler, Catherine Wissemann.

**APOLOGIES:** Helen Aldridge, Heidi Stevens, Jenni Krenske

Section	Item	Actions				
<b>Opening Devotion</b>		Opened in Prayer				
<b>Meeting opened</b>	2:00 pm					
<b>Minutes from previous meeting</b>	Minutes were tabled	Moved: C Wissemann Seconded: Karen Bryen CARRIED				
<b>Ongoing business from previous minutes</b>		<ul style="list-style-type: none"> <li>Nil</li> </ul>				
<b>Correspondence Inwards</b>		<ul style="list-style-type: none"> <li>Sue Appel, Uniform Shop Volunteer – To Uniform Shop</li> </ul>				
<b>Correspondence Outwards</b>		<ul style="list-style-type: none"> <li>Nil</li> </ul>				
<b>AGM</b>		<b>POSITION</b>	<b>NOMINEE</b>	<b>NOMINATED BY</b>	<b>SECONDED BY</b>	<b>RESULT</b>
Eureka Coetzee declared all positions vacant. Eureka called for nominations with the following results:-	President	John McDougall	Erin Williams	Jonel Boonzaaier		Carried
	Secretary	Erin Williams	Carmel Witten	John McDougall		Carried
	Uniform Shop Committee	Christine Cochrane, Tanya Jensen, Karen Bryen, Penny Clapham, Jenny Muller, and Janette James				Carried
	Book Packs	Tanya Jensen, Jenny Muller				Carried
	Fundraising activities	<b>Term 1</b> Fun Run – Heidi Stevens and Karen Bryen <b>Term 2</b> Catering Interhouse Athletics (2 days) – Vicky Fowler, Catrina Stevens – pre-ordered Catering Callide Athletics Trials (1 day) – Vicky Fowler, Catrina Stevens – pre-ordered <b>Term 3</b> (Book Week & SRC Disco in this term) PFC Sausage Sizzle at Disco – Advertise for coordinator in Newsletter <b>Term 4</b> Christmas Festival – to be advised by Biloela Enterprise Swimming Carnival Catering – no longer applicable Last Day Catering – Co-coordinators selected closer to the date				Carried
<b>REPORTS</b>						
<b>Treasurer</b>	Petrea Jensen	Balance as at 31/01/2017 - <b>\$25,933</b> <ul style="list-style-type: none"> <li>Treasurers Report Tabled</li> </ul>				

		<ul style="list-style-type: none"> <li>Meeting asked for prices for painting of Junior School play gym and the bus shelter so they can consider what contribution PFC would like to make to the College.</li> </ul>
<b>College Council</b>	Catherine Wissemann	<p>Last meeting was 8 February 2017</p> <ul style="list-style-type: none"> <li>In the process of replacing retiring College Council members on three year cycle</li> <li>2A Collard Street house is free for removal</li> <li>Bus drop down point was not completed as indicated by BSC</li> <li>Planning a storage shed for sports equipment and Giga signs</li> <li>Reviewed Policies – Healthy Eating, SunSmart, Corporate Mastercard</li> <li>Jenni outlined 2017 plans for College grounds development</li> <li>Staff Professional Development prior to start of school year now ensures that behaviour management expectations are consistent across the campus.</li> </ul>
<b>Principal</b>	Jenni Krenske	<p>As per last Newsletter</p> <ol style="list-style-type: none"> <li>Completion of Junior Primary Playground – creation of experimental play garden (Shade tree, tactile paths, natural play items – sticks, stones, logs), painting of outside of storage shed, addition of basket swing and climbing frame like at the lions park, painting of existing play gym and new shade cloth.</li> <li>Completion of Archer Street Carpark entrance – Shelter and removal of gardens around Arts Block and replaced with concrete making a wider entrance.</li> <li>Creation of a natural play environment in Prep</li> <li>Storage shed near Manual Arts – large equipment including Athletics equipment- Mats, High jump stands etc. (Previous storage space is now used for Prep Equipment)</li> <li>Creation of a distinct entrance at the front of the College, Collard Street</li> <li>Creation of a Piazza meeting place near Chapel and Staffroom – reinstallation of flag pole</li> <li>Internal and External painting of Prep.</li> <li>Working through the Change of Attribute process seeking permission to extend accreditation to Year 11 and 12.</li> </ol>
<b>Fundraising Committee</b>		<ul style="list-style-type: none"> <li>Goals for 2017 <ul style="list-style-type: none"> <li>direction from the Principal</li> <li>parents to bring ideas to next meeting</li> </ul> </li> <li>Fundraising activities <ul style="list-style-type: none"> <li>Ladies Day or Dinner – discussion followed <ul style="list-style-type: none"> <li>July 2017 Celebrity Chef to consider Matt Golinski (already up for Industry Summit) – John McDougall to confirm Summit dates.</li> <li>RLCB Cook Book – after discussion it was decided it would be ideal to have it ready by July for sale at the ladies event. <ul style="list-style-type: none"> <li>Possibly include QR codes for i-pad use.</li> <li>Unsold book may be sold at the Christmas Stall TBC</li> <li>May possibly include photos of students, names recognising family contributions, link to Home Ec Curriculum, etc</li> <li>Vicky Fowler, Jonel Boonzaaier, Carmel Witten, Catrina Stevens, John McDougall all volunteered to be a part of the publication process</li> <li>Table names of publishers for next meeting.</li> </ul> </li> </ul> </li> </ul> </li> </ul>
<b>Uniform Shop</b>		<ul style="list-style-type: none"> <li>December Stock Take 6/12/2016. Report tabled.</li> <li>Uniform Shop now open Mondays and Wednesdays</li> </ul>

		<ul style="list-style-type: none"> <li>• The work and support of the Uniform Shop volunteers was acknowledged. The PFC truly appreciate the time you give and your commitment to the Uniform Shop. Thank you.</li> <li>• Waiting on receipt of items that have run low <ul style="list-style-type: none"> <li>- Shorts have been ordered</li> <li>- Middle school socks on order, due end of march</li> <li>- Primary bags have all been sold and Shop will no longer sell the smaller sized bag</li> </ul> </li> <li>• It was agreed that a thank you letter be sent to Jenni Krenske for cutting down the size 6 shorts to fit the size 4 waist.</li> <li>• Upon the resignation of Sue Appel as Uniform Shop volunteer and due to the increased level of financial accountability, Jenni Krenske believes that now is the right time to reduce the number of people involved in the ordering process for new stock. With that in mind, Jenni has given the purchasing responsibility to Petrea Jensen as part of her role as an employee of the College.</li> </ul>
<b>At the end of Reports for all Reports</b>		Moved: Karen Bryen Seconded: Vicki Fowler CARRIED
<b>General Business</b>		
		<ul style="list-style-type: none"> <li>• It was agreed that a thank you letter go to Sue Appel</li> <li>• Ask Mr Behrendorff to please trim hedges in Collard Street car park</li> <li>• Goals for 2017 – bring to next meeting</li> <li>• PFC dates for the year ahead (held each Monday immediately after College Council Meeting) <ul style="list-style-type: none"> <li>- Monday, 13 March 2017</li> <li>- Monday, 8 May 2017</li> <li>- Monday, 5 June 2017</li> <li>- Monday, 31 July 2017</li> <li>- Monday, 28 August 2017</li> <li>- Monday, 23 October 2017</li> <li>- Monday, 20 November 2017</li> </ul> </li> <li>• It was agreed that a sign was required to go above the Uniform Shop to advertise its location and an A-frame board go out each day advertising the Uniform Shop is OPEN.</li> </ul>
<b>Meeting closed</b>	2:55 pm	
		Next meeting <b>Monday, 13 March 2017 @ 2:00pm.</b>