

Minutes – General Meeting

Date & time: 22nd March 2021 6pm

Location: Online (due to weather conditions)

A/Chair: Cass Aldcroft

A/Minute Taker: Desma Hsu

Agenda Item	ACTION
1. Meeting Opening Welcome Acknowledgement of Country Apologies	Quorum: Yes Meeting opened: 6.01pm Attendees: Cass Aldcroft (A/Chair), Desma Hsu, Michelle Martin, Chris Webster, Rebecca Grugan, Lorraine Eggers, Lauren Kusters, Cathy Howie, Trish Biggs, Carly Lougoon, Zoya Slavinskaya, Jill Burke, Lachlan Thatcher, Wanda Sprenger, Ruth Dyer, Jane Dyson, Brad Aldcroft, Julia Delaforce Apologies: Celena Stephen, Carlie Freeman, Karen Purdy
2. Confirmation of minutes from previous meeting 2.1 February 2021 Minutes	Attachment 1 Amendments: Nil amendments to the minutes as tabled. Approved: Y
3. Matters arising from previous meeting 3.1 Term 1 Disco 3.2 Volunteer Grant Spend 3.3 Yr 6 Tash Simpson Community Spirit Award	Desma advised the date of the disco was moved to accommodate the senior staff and students who are assisting with the night. The 80's disco will be this Friday night 26 th March. We are currently putting the finishing touches on the wet weather contingency plan to ensure we can all have a great night. Pre orders for tickets, meal deals, face painting and the photo booth close on 24 th March. Please also continue to spread the word about the online easter raffle tickets as this will be drawn at the disco. Cass advised Volunteer Grant spend has been completed. We purchased new foldable 6ft tables, coin counter, square eftpos usb printer, PnC laser printer, 2 fans for the PnC room, and a new laptop. Desma advised unfortunately the award was not included in the investiture due to an oversight with communications and scheduling. We are working with the College on planned for a double award to be presented in Nov 2021 for the 2020 and 2021 recipients.
4. Correspondence Refer to Register	Attachment 2 Correspondence Register accepted as tabled. Acknowledgement of correspondence received at 4.07pm to be addressed at a later time.
5. Table Executive Committee's Report and decisions (if any)	Executive Committee decisions tabled – 5.1 Approve expenses: 5.1.1 \$39 rafflelink platform use for the Easter Raffle 5.1.2 \$17.97 cord for USB printer and Flash Drive 5.1.3 \$29 terminal printer paper – 20 rolls Nil questions.

<p>6. Treasurer's Report and Financial Statement</p>	<p>Tabled Attachment 3</p> <p><u>Summary:</u> As at 28th February 2021 Opening balance: \$30,069.04 Total Income: \$39,910.74 Total Expenses: \$2,589.59 Closing Balance: \$67,390.19 Overall Financial position of Association (sum of all accounts) : As at 28th February 2021: \$84,759.06 Nil questions.</p> <p>Business arising: Marsh Advantage Student Personal Accident Insurance 2021-22 Renewal</p> <p>Michelle advised, that as part of the year budget review, questions were raised as to the purpose for providing Student Personal Accident Insurance. P&C Qld, stated that this insurance policy was optional and not mandated under legislation. In addition, noting that the Department of Education, does not have Accident insurance cover in place either for QLD State School students. With most parents having private insurance, and in conjunction with our reasonable public health system, we feel this Policy is not necessary for the P&C to continue to financially support going forward. (The policy costs the P&C \$3,918.28)</p> <p>Questions from Carly and Wanda – regarding what It covered, etc details of it. Michelle explained that it only covered the College students and it was similar to a health insurance policy. It is not public liability.</p> <p>Motion – To not renew (effectively cancel) the Marsh Advantage Student Personal Accident Insurance. Moved by: Michelle Martin Any objections: N Approved: Y</p>
<p>7. Sub-Committee Reports and Financial Statements Any business arising from Sub-Committee Reports and Financial Statements</p> <p>Swim Club Subcommittee</p>	<p>Tabled Attachment 4</p> <p>Nil questions.</p>
<p>8. Other Reports</p> <p>8.1 College Principal Report</p>	<p>Tabled Attachment 5</p> <p><u>Summary:</u></p> <ul style="list-style-type: none"> ▫ Looking at including investiture ceremony into awards night ▫ Hall refurbishment has kicked off completion pushed back to mid May. ▫ No further news on Air conditioning ▫ Focusing on workload reductions and simple approaches to teaching and learning in the classroom ▫ Positive feedback about parent teacher interviews and reporting twice a year ▫ Professional Development around calm classrooms and restorative processes, mentoring beginning teachers, profiling students triggers and engagement behaviours and incorporating some of the Montessori strategies ▫ Positive Partnerships with PCYC and consultations for best outcome and design for new stadium to meet their needs and ours ▫ Enrolment enquires coming in continuously new students starting every Monday. ▫ Looking at a new system to handle volume of enquiries for enrolments.

<p>8.2 Grants Working Group</p> <p>8.3 Fundraising Working Group</p> <p>8.4 Second-Hand Uniform Shop</p> <p>8.5 Scholastic Book Club</p> <p>8.6 Student Banking</p>	<p>Applied for Woolworths grant \$15000, Landcare grant includes Native (stingless) bees for connection. Mayor and Councilors community grant opens 1st July. Possible for high school community project. - Lorraine has ideas for a project, talk offline.</p> <p>Jane mentioned a \$10000 Heart Foundation grant for getting children exercising.</p> <p>Grants meeting planned in a week or so details to be sent out.</p> <p>Desma gave an update, working really hard on the disco this Friday – planning well underway for Mother’s Day Stall. Easter Raffle tickets – link on FB but we can send with minutes. Mothers Day mix of products – around half coming from local business this time round – variety of new items and old favourites. Raffle – draw first prize first. Michelle confirmed noted in working procedure.</p> <p>Desma gave update – things running along well. We are getting a lot of enquiries and a lot of people using the service for consignment as well. Tina and Desma have had a chat about continuing for an extra day – so Thursday afternoon and Friday morning. Send updated email to Carlie F.</p> <p>Issue 2 has been finalised with \$652 in sales and \$130.40 in rewards.</p> <p>This is the last week for Term 1 School banking. School banking will recommence in the first week of Term 2 on 20th April.</p> <p>Motion – To accept and approve all reports presented at the general meeting: Executive, Treasurer, Swim Club, Principal, Grants, Fundraising, 2nd Hand Uniform Shop, Book Club, Student Banking.</p> <p>Moved by: Michelle Martin</p> <p>Objections: N</p> <p>Approved: Y</p>
<p>9. Motions on Notice</p> <p>9.1 The Walk / Connection Corridor</p>	<p>Zoya spoke to the information on the slide presentation Attachment 6</p> <p>Lachlan flagged that Quadrant 3 is one of the preferred places for the stadium. Lachlan talked about all areas of the college wanting to be involved and meets nearly every area of curriculum. Ruth agreed that there are multiple links to both Montessori and Australian curriculum.</p> <p>Jane asked about overall budget for the project. Ruth explained that not definite yet, need the architect plan to be able to look at what grants and what the school community requires. Cass mentioned we had put a fundraising goal of \$75,000 in the strategic plan. Cass will connect with Jane with Ruth and Zoya re marketing.</p> <p>Trish asked about the parking allocation for new stadium. Lachlan advised this will come down to architect design and council requirements.</p> <p>Ideas presented are just to get the project started and look at how we can utilise the space more effective there will be further consultation with the whole school community to help create the ideas to be incorporated.</p> <p>Recommended architect from those who visited the site and quoted is Orterra due to the alignment of their vision with ours, their experience in similar projects and willingness to engage the staff and children in the planning process.</p> <p>Motion – To approve \$6600 spend with Orterra to create the <i>Connection Corridor</i> masterplan.</p> <p>Moved by: Zoya Slavinskaya</p> <p>Objections: N</p> <p>Approved: Y</p>

Minutes prepared by

Desma Hsu
P&C President

Certified true and correct by

Cassandra Aldcroft
P&C Vice-President (A/Chair)
Ratified: TO BE RATIFIED 24th MAY 2020

Actions Register

Actions Register Updated 22nd March 2021 Actions from the previous meeting and those outstanding:	Action Initiated	Update
Lachlan to follow up on the purchases of the items funded by the Discretionary Fund (arrange photographs) and update the P&C at the next meeting.	26/10/20	Pending photographs
College representatives to review their grants wish list for 2021.	26/10/20	Pending
To approve spending of \$98 to renew Lorraine's Food Safety Training through CTA Training Specialists.	23/11/20	Pending – confirming a provider.
Rewards from Book club. Lachlan to include this as a standard newsletter item to showcase what the College receives.	23/11/20	Pending.
Testing of School Video Conferencing Equipment to accommodate P&C Hybrid Meetings.	23/11/20	Initial test complete. Ongoing – pnc generic login didn't work for Teams. Lachlan following up.
Year 6 Community Spirit award. College to forward on award recipients details for the P&C exec to arrange certificate, purchase of frame and plaque engraving.	23/11/20	Ongoing. Advice received 1/3/21 that the award was not going to be included in the investiture due to oversight with scheduling. Planned for double award to be presented in Nov 2021 for the 2020 and 2021 recipients.
Michelle Martin to cancel the Marsh Advantage Student Personal Accident Insurance.	23/03/2021	Complete
Grants meeting details to be sent out.	23/03/2021	Pending
Desma to Email Carlie F re: updated Uniform shop hours	23/03/2021	Complete

2021 Meeting Schedule

Term 1		Term 3	
January	No Meeting (school holidays)	July	Monday 26 th
February	Monday 22 nd	August	Monday 23 rd
March	Monday 22 nd (incl. AGM)	September	No Meeting (school holidays)
Term 2		Term 4	
April	No Meeting (public holidays)	October	Monday 25 th
May	Monday 24 th	November	Monday 22 nd
June	No Meeting (school holidays)	December	No Meeting (school holidays)

PnC Correspondence Register Extract for Meeting

Date	From	To	Subject
2021-03-01T10:48:45+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au	Met East Room Booking - 11th March
2021-03-01T10:51:03+00:00	president@capalabascpandc.com.au	grants@capalabascpandc.com.au	Fw: Current hirers
2021-03-04T11:53:35+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	Re: Annual P&C Asbestos Training
2021-03-04T11:57:47+00:00	president@capalabascpandc.com.au	pandcexecutive@capalabasc.eq.edu.au	The Young Carer Advocacy Project
2021-03-05T11:22:24+00:00	dominos.capalaba@gmail.com	Treasurer@capalabascpandc.com.au	Re: Easter Raffle
2021-03-05T12:02:33+00:00	Treasurer@capalabascpandc.com.au	dominos.capalaba@gmail.com	RE: Easter Raffle
2021-03-08T01:07:54+00:00	MGTeam@belleproperty.com	Treasurer@capalabascpandc.com.au	Re: Easter Raffle
2021-03-08T01:09:30+00:00	Treasurer@capalabascpandc.com.au	MGTeam@belleproperty.com	Re: Easter Raffle
2021-03-08T05:58:16+00:00	Treasurer@capalabascpandc.com.au		Easter Raffle
2021-03-08T10:57:14+00:00	karensa.gock@gmail.com	president@capalabascpandc.com.au	Re: P&C Membership
2021-03-08T20:22:10+00:00	vicepresident@capalabascpandc.com.au	karensa.gock@gmail.com	RE: P&C Membership
2021-03-09T12:13:09+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au;fundraising.wg@capalabascpandc.com.au	Swim Club Virtual Information Meeting
2021-03-10T06:48:24+00:00	greg@freshberriesdirect.com.au	pandcexecutive@capalabasc.eq.edu.au	Fresh Berries Direct - Berry Drive Fundraiser
2021-03-10T12:12:57+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au	PnC Feb Meeting - Minutes & Plaque photos
2021-03-10T12:35:18+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au	It's time to RENEW your membership :)
2021-03-10T20:55:03+00:00	adorablehelga@hotmail.com	vicepresident@capalabascpandc.com.au	Re: It's time to RENEW your membership :)
2021-03-10T21:56:26+00:00	iris@bigpond.net.au	vicepresident@capalabascpandc.com.au	Re: It's time to RENEW your membership :)
2021-03-11T00:05:06+00:00	adobesign@adobesign.com	secretary@capalabascpandc.com.au	Trish Biggs has shared the CSC PnC Membership Form with you
2021-03-11T00:51:14+00:00	trish@biggsfamily.com.au	vicepresident@capalabascpandc.com.au	Re: PnC Feb Meeting - Minutes & Plaque photos
2021-03-11T01:01:21+00:00	trish@biggsfamily.com.au	vicepresident@capalabascpandc.com.au	Disco
2021-03-11T01:39:40+00:00	trish@biggsfamily.com.au	vicepresident@capalabascpandc.com.au	Re: Disco
2021-03-11T01:50:50+00:00	no-reply@dochub.com	secretary@capalabascpandc.com.au	CSC PnC Membership Form.pdf
2021-03-11T02:06:00+00:00	vicepresident@capalabascpandc.com.au	trish@biggsfamily.com.au	RE: PnC Feb Meeting - Minutes & Plaque photos
2021-03-11T02:06:00+00:00	vicepresident@capalabascpandc.com.au	trish@biggsfamily.com.au	Comments AOP for review

PnC Correspondence Register Extract for Meeting

2021-03-11T02:15:00+00:00	vicepresident@capalabascpandc.com.au	trish@biggsfamily.com.au	RE: Disco
2021-03-11T03:12:51+00:00	samantha.robbyn01@gmail.com	secretary@capalabascpandc.com.au	P&C Form
2021-03-11T04:37:36+00:00	caldcroft@gmail.com	vicepresident@capalabascpandc.com.au	Re: It's time to RENEW your membership :)
2021-03-11T05:04:21+00:00	vicepresident@capalabascpandc.com.au	janeedyson@gmail.com	PnC Role nomination
2021-03-11T06:51:17+00:00	vicepresident@capalabascpandc.com.au	swimclub.officers@capalabascpandc.com.au	March Meeting & AGM Stuff
2021-03-11T22:04:46+00:00	webstercf@gmail.com	secretary@capalabascpandc.com.au	Membership renewal
2021-03-12T00:37:58+00:00	samantha.robbyn01@gmail.com	secretary@capalabascpandc.com.au	Re: P&C Form
2021-03-12T01:08:46+00:00	adobesign@adobesign.com	vicepresident@capalabascpandc.com.au	Lorraine Eggers has shared the CSC PnC Membership Form with you
2021-03-12T07:26:54+00:00	Treasurer@capalabascpandc.com.au	baysidehampers@hotmail.com	Thank you for your support!
2021-03-14T11:31:30+00:00	president@capalabascpandc.com.au	secretary@capalabascpandc.com.au	membership forms
2021-03-14T11:51:55+00:00	karensa.gock@gmail.com	vicepresident@capalabascpandc.com.au	P&C Membership
2021-03-14T23:02:56+00:00	vicepresident@capalabascpandc.com.au	swimclub.officers@capalabascpandc.com.au	RE: March Meeting & AGM Stuff
2021-03-14T23:28:57+00:00	Baysidehampers@hotmail.com	Treasurer@capalabascpandc.com.au	Re: Thank you for your support!
2021-03-15T00:02:15+00:00	Treasurer@capalabascpandc.com.au	Baysidehampers@hotmail.com	Re: Thank you for your support!
2021-03-15T01:31:07+00:00	secretary@capalabascpandc.com.au	samantha.robbyn01@gmail.com;secretary@capalabascpandc.com.au	RE: P&C Form
2021-03-15T01:37:44+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au	Use of Slushie machine - 26th March 2021
2021-03-15T06:08:05+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au	RE: P&C General Meeting - March Documents
2021-03-15T09:40:12+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au;executive@capalabascpandc.com.au	RE: P&C Annual General Meeting - papers attached
2021-03-15T21:56:10+00:00	vicepresident@capalabascpandc.com.au	grants@capalabascpandc.com.au;executive@capalabascpandc.com.au;grantwriters@capalabascpandc.com.au;iris@bigpond.net.au	RE: Landcare group
2021-03-15T23:31:58+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au	P&C Tables
2021-03-16T00:15:31+00:00	karen.bool@bigpond.com	secretary@capalabascpandc.com.au	Membership
2021-03-16T04:19:44+00:00	iris@bigpond.net.au	vicepresident@capalabascpandc.com.au	Re: Landcare group
2021-03-16T04:20:41+00:00	jadeawotherspoon@gmail.com	vicepresident@capalabascpandc.com.au	Re: Fundraising Working Group
2021-03-16T06:10:11+00:00	grants@capalabascpandc.com.au	iris@bigpond.net.au;vicepresident@capalabascpandc.com.au	RE: Landcare group
2021-03-16T07:29:07+00:00	iris@bigpond.net.au	grants@capalabascpandc.com.au	Re: Landcare group

PnC Correspondence Register Extract for Meeting

2021-03-16T22:17:59+00:00	vicepresident@capalabascpandc.com.au	grants@capalabascpandc.com.au	RE: Landcare group
2021-03-17T10:53:00+00:00	karensa.gock@gmail.com	vicepresident@capalabascpandc.com.au	Re: P&C Membership
2021-03-18T04:58:51+00:00	cfree2@eq.edu.au	secretary@capalabascpandc.com.au	P&C Membership
2021-03-19T00:32:04+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au;vicepresident@capalabascpandc.com.au	Re: Use of Slushie machine - 26th March 2021
2021-03-20T10:08:51+00:00	Treasurer@capalabascpandc.com.au	secretary@capalabascpandc.com.au	Renew of P&C Membership
2021-03-21T06:20:35+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au	AGM Agenda & Attachments - Mon 22nd (REVISED)
2021-03-21T06:32:27+00:00	grants@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au	Re: AGM Agenda & Attachments - Mon 22nd (REVISED)
2021-03-21T11:06:42+00:00	secretary@capalabaswimmingclub.org.au	secretary@capalabascpandc.com.au;president@capalabascpandc.com.au;Treasurer@capalabascpandc.com.au	Sponsorship opportunities
2021-03-21T11:17:40+00:00	brad.aldcroft@ehiglobal.com.au	vicepresident@capalabascpandc.com.au	RE: AGM Agenda & Attachments - Mon 22nd (REVISED)
2021-03-21T11:26:41+00:00	brad.aldcroft@ehiglobal.com.au	vicepresident@capalabascpandc.com.au;president@capalabascpandc.com.au;Treasurer@capalabascpandc.com.au	Officer bearers / subcommittee members / budget Swim Club
2021-03-21T12:10:13+00:00	Treasurer@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;secretary@capalabaswimmingclub.org.au;president@capalabascpandc.com.au	RE: Officer bearers / subcommittee members / budget Swim Club
2021-03-21T22:38:32+00:00	Zoyas.Slavinskaya@cub.com.au	vicepresident@capalabascpandc.com.au	P&C Form Zoya
2021-03-21T23:25:11+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Meeting tonight in person
2021-03-21T23:26:45+00:00	vicepresident@capalabascpandc.com.au	pandcexecutive@capalabasc.eq.edu.au;lthat4@eq.edu.au	Re: Meeting tonight in person
2021-03-21T23:29:37+00:00	Treasurer@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;pandcexecutive@capalabasc.eq.edu.au;lthat4@eq.edu.au	RE: Meeting tonight in person
2021-03-21T23:44:55+00:00	Treasurer@capalabascpandc.com.au	secretary@capalabascpandc.com.au	P&C Membership form - Aliya Penny
2021-03-21T23:48:01+00:00	president@capalabascpandc.com.au	Treasurer@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;pandcexecutive@capalabasc.eq.edu.au;lthat4@eq.edu.au	Re: Meeting tonight in person
2021-03-21T23:54:39+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au	Meetings Tonight and Weather - choose your own attendance adventure :)
2021-03-22T00:17:23+00:00	vicepresident@capalabascpandc.com.au	capalaba@freshsensations.com.au	Sponsorship - Capalaba State College
2021-03-22T00:20:26+00:00	secretary@capalabaswimmingclub.org.au	vicepresident@capalabascpandc.com.au	FW: Officer bearers / subcommittee members / budget Swim Club
2021-03-22T00:21:06+00:00	carlylagoon@outlook.com	pandcexecutive@capalabasc.eq.edu.au	Membership Renewal
2021-03-22T00:38:10+00:00	cfree2@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Capalaba State College
2021-03-22T01:35:04+00:00	president@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;Treasurer@capalabascpandc.com.au	Swim Club AGM Motions
2021-03-22T02:46:49+00:00	elyanya@gmail.com	secretary@capalabascpandc.com.au	P&C member form Eliana Puczkowski
2021-03-22T02:50:49+00:00	president@capalabascpandc.com.au	carlylagoon@outlook.com;pandcexecutive@capalabasc.eq.edu.au	Re:

PnC Correspondence Register Extract for Meeting

2021-03-22T02:53:03+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Meeting tonight
2021-03-22T02:54:49+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	AGM Agenda
2021-03-22T03:13:11+00:00	lthat4@eq.edu.au	vicepresident@capalabascpandc.com.au;pandcexecutive@capalabasc.eq.edu.au	RE: Meeting tonight
2021-03-22T03:14:48+00:00	vicepresident@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Meeting tonight
2021-03-22T03:16:09+00:00	vicepresident@capalabascpandc.com.au	members@capalabascpandc.com.au	RE: Meetings Tonight and Weather - choose your own attendance adventure :)
2021-03-22T03:17:31+00:00	vicepresident@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: AGM Agenda
2021-03-22T04:26:04+00:00	CarolP@rdscivil.com.au	secretary@capalabascpandc.com.au	FW: P & C Membership Renewal and Apologies
2021-03-22T06:06:52+00:00	trish@biggsfamily.com.au	vicepresident@capalabascpandc.com.au	Re: AGM Agenda & Attachments - Mon 22nd (REVISED)
2021-03-22T06:07:16+00:00	carlyougoon@outlook.com	pandcexecutive@capalabasc.eq.edu.au;lthat4@eq.edu.au	URGENT: Fwd: AGM queries as discussed via phone
2021-03-22T06:09:44+00:00	vicepresident@capalabascpandc.com.au	trish@biggsfamily.com.au	RE: AGM Agenda & Attachments - Mon 22nd (REVISED)
2021-03-22T06:28:01+00:00	CarolP@rdscivil.com.au	secretary@capalabascpandc.com.au	RE: P & C Membership Renewal and Apologies
2021-03-22T06:43:52+00:00	nicoled_brown@hotmail.com	secretary@capalabascpandc.com.au	Nicole P&C
2021-03-22T07:25:07+00:00	secretary@capalabascpandc.com.au	nicoled_brown@hotmail.com;secretary@capalabascpandc.com.au	RE: Nicole P&C
2021-03-22T20:24:15+00:00	vicepresident@capalabascpandc.com.au	enquiries@pandcsqld.com.au	Advice: Office Bearer Election Capalaba State College P&C
2021-03-23T02:16:28+00:00	cfree2@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Swim Club
2021-03-23T02:41:32+00:00	vicepresident@capalabascpandc.com.au	cfree2@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Swim Club
2021-03-23T02:52:31+00:00	secretary@capalabaswimmingclub.org.au	vicepresident@capalabascpandc.com.au;cfree2@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Swim Club
2021-03-23T05:14:19+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au	Hall access for Disco 26th March
2021-03-23T20:39:31+00:00	lthat4@eq.edu.au	president@capalabascpandc.com.au;cfree2@eq.edu.au	RE: P&C Tables
2021-03-23T23:19:08+00:00	cfree2@eq.edu.au	president@capalabascpandc.com.au;lthat4@eq.edu.au	RE: P&C Tables
2021-03-23T23:21:26+00:00	president@capalabascpandc.com.au	lthat4@eq.edu.au;cfree2@eq.edu.au	Re: P&C Tables
2021-03-24T00:34:43+00:00	president@capalabascpandc.com.au	pandcsqld@marshadvantage.com	Activity Declaration form - Capalaba State College P&C
2021-03-24T01:21:18+00:00	pandcsqld@marshadvantage.com	president@capalabascpandc.com.au	Capalaba State College P&C Association - Disco 26/03/2021
2021-03-24T01:24:35+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au	2nd Hand uniform shop - Term 2
2021-03-24T01:29:38+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au;lthat4@eq.edu.au	FYI Confirmation of insurance coverage - Disco 26/03/2021

PnC Correspondence Register Extract for Meeting

2021-03-24T02:26:46+00:00	president@capalabascpandc.com.au	fundraising.wg@capalabascpandc.com.au	Mandatory Training - needs to be signed
2021-03-24T03:26:57+00:00	capalaba@freshsensations.com.au	vicepresident@capalabascpandc.com.au	RE: Sponsorship - Capalaba State College
2021-03-24T03:51:54+00:00	vicepresident@capalabascpandc.com.au	capalaba@freshsensations.com.au	RE: Sponsorship - Capalaba State College
2021-03-24T05:44:44+00:00	president@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;Treasurer@capalabascpa ndc.com.au	Re: Your Xero trial ends in five days
2021-03-24T06:56:11+00:00	c_scalvenzi@hotmail.com	vicepresident@capalabascpandc.com.au;capalaba@freshsensatio ns.com.au	Re: Sponsorship - Capalaba State College
2021-03-24T10:17:00+00:00	vicepresident@capalabascpandc.com.au	swimclub.officers@capalabascpandc.com.au	Disco - borrow
2021-03-24T10:32:43+00:00	president@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;Treasurer@capalabascpa ndc.com.au	Re: Approval for Aldi sim recharge
2021-03-24T10:37:02+00:00	president@capalabascpandc.com.au	Treasurer@capalabascpandc.com.au;vicepresident@capalabascpa ndc.com.au	Re: Disco Spend - more photo paper
2021-03-24T12:33:44+00:00	president@capalabascpandc.com.au	Treasurer@capalabascpandc.com.au;vicepresident@capalabascpa ndc.com.au	Re: Cash Float Request - Term 1 Disco
2021-03-25T01:42:02+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Emailing: 2021 Mar 22 P and C Meeting Principal Report.docx, 2021 Mar 22 AGM P and C Meeting Principal Report.docx
2021-03-25T03:41:10+00:00	vicepresident@capalabascpandc.com.au	secretary@capalabaswimmingclub.org.au;swimclub.officers@cap alabascpandc.com.au;chairperson@capalabaswimmingclub.org.a	RE: Disco - borrow
2021-03-25T03:41:59+00:00	secretary@capalabaswimmingclub.org.au	vicepresident@capalabascpandc.com.au;swimclub.officers@capal abascpandc.com.au;chairperson@capalabaswimmingclub.org.au;t	RE: Disco - borrow
2021-03-25T10:05:12+00:00	chairperson@capalabaswimmingclub.org.au	secretary@capalabaswimmingclub.org.au;vicepresident@capalab ascpandc.com.au;swimclub.officers@capalabascpandc.com.au;tre	Re: Disco - borrow
2021-03-25T10:06:59+00:00	vicepresident@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au;secretary@capalabas wimmingclub.org.au;swimclub.officers@capalabascpandc.com.au	RE: Disco - borrow
2021-03-25T23:50:26+00:00	vicepresident@capalabascpandc.com.au	enquiries@pandcsqld.com.au	Advice Required: Motions for Floats for Events
2021-03-26T00:17:23+00:00	Katrina@pandcsqld.com.au	vicepresident@capalabascpandc.com.au	RE: Advice: Office Bearer Election Capalaba State College P&C
2021-03-26T00:42:57+00:00	vicepresident@capalabascpandc.com.au	Katrina@pandcsqld.com.au	RE: Advice: Office Bearer Election Capalaba State College P&C
2021-03-26T01:33:48+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Confirmed case - sigh
2021-03-26T01:39:53+00:00	vicepresident@capalabascpandc.com.au	president@capalabascpandc.com.au;lthat4@eq.edu.au;pandcexe cutive@capalabasc.eq.edu.au	RE: Confirmed case - sigh
2021-03-26T01:43:25+00:00	vicepresident@capalabascpandc.com.au	fundraising.wg@capalabascpandc.com.au	URGENT VOLUNTEERS 1 OR 2 REQUIRED FOR TONIGHT
2021-03-26T02:39:00+00:00	president@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;Treasurer@capalabascpa ndc.com.au	Re: Urgent approval reqd - Containers Bin
2021-03-26T03:15:41+00:00	cfree2@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	First Aid Training
2021-03-26T03:59:37+00:00	vicepresident@capalabascpandc.com.au	fundraising.wg@capalabascpandc.com.au	RE: URGENT VOLUNTEERS 1 OR 2 REQUIRED FOR TONIGHT
2021-03-26T06:40:40+00:00	Katrina@pandcsqld.com.au	vicepresident@capalabascpandc.com.au;enquiries@pandcsqld.co m.au	RE: Advice Required: Motions for Floats for Events
2021-03-26T14:19:29+00:00	vicepresident@capalabascpandc.com.au	enquiries@pandcsqld.com.au;Katrina@pandcsqld.com.au	Re: Advice Required: Motions for Floats for Events

PnC Correspondence Register Extract for Meeting

2021-03-26T23:22:37+00:00	Treasurer@capalabascpandc.com.au	vivvy.crump44@gmail.com	Congratulation - You are an Eggcellent Easter raffle WINNER!! :)
2021-03-26T23:24:44+00:00	Treasurer@capalabascpandc.com.au	dosul5@eq.edu.au	Congratulation - You are an Eggcellent Easter raffle WINNER!! :)
2021-03-26T23:25:57+00:00	Treasurer@capalabascpandc.com.au	herbiedream5@gmail.com	Congratulation - You are an Eggcellent Easter raffle WINNER!! :)
2021-03-27T03:28:08+00:00	feedback@messaging.squareup.com	secretary@capalabascpandc.com.au	A customer left you positive feedback (#HTKx)
2021-03-29T00:31:31+00:00	vicepresident@capalabascpandc.com.au	Katrina@pandcsqld.com.au;enquiries@pandcsqld.com.au	RE: Advice Required: Motions for Floats for Events
2021-03-29T01:59:46+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Lockdowns
2021-03-29T02:24:55+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au	P&C Holiday access
2021-03-29T02:58:46+00:00	president@capalabascpandc.com.au	Treasurer@capalabascpandc.com.au	Marsh Advantage Insurance Renewal
2021-03-29T03:14:13+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	Re: First Aid Training
2021-03-29T03:14:55+00:00	president@capalabascpandc.com.au	vicepresident@capalabascpandc.com.au;Treasurer@capalabascpa ndc.com.au	Fw: P&C Holiday access
2021-03-29T03:19:53+00:00	president@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au	Pool Hire agreement
2021-03-29T21:18:20+00:00	Treasurer@capalabascpandc.com.au	Enquiries.SER@qed.qld.gov.au	P&C Annual Financial Statements and Compliance Documents for 2020 financial year
2021-03-30T00:08:44+00:00	Treasurer@capalabascpandc.com.au	pandcsqld@marshadvantage.com	RE: P&C Qld Affiliation policy - for Capalaba State College P&C Association - Student PA - Copy
2021-03-30T04:08:33+00:00	pandcsqld@marshadvantage.com	president@capalabascpandc.com.au	RE: Request for Certificate of Currency - Capalaba State College P&C Association
2021-03-30T04:10:50+00:00	pandcsqld@marshadvantage.com	Treasurer@capalabascpandc.com.au	RE: P&C Qld Affiliation policy - for Capalaba State College P&C Association - Student PA - Lapse
2021-04-01T01:53:18+00:00	michellermartin@outlook.com	grantwriters@capalabascpandc.com.au;grants@capalabascpandc. com.au	Fwd: School Recovery Grants
2021-04-01T22:42:41+00:00	feedback@messaging.squareup.com	secretary@capalabascpandc.com.au	Reply received for positive feedback (#HTKx)
2021-04-15T11:05:00+00:00	president@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au;treasurer@capalabas wimmingclub.org.au;secretary@capalabaswimmingclub.org.au;vic	FW: Pacific Trophies Order
2021-04-15T12:36:26+00:00	secretary@capalabascpandc.com.au	members@capalabascpandc.com.au	P&C Mtg Minutes - March 2021
2021-04-15T12:57:28+00:00	secretary@capalabascpandc.com.au	members@capalabascpandc.com.au	P&C Mtg Minutes - AGM March 2021
2021-04-16T03:15:43+00:00	grants@capalabascpandc.com.au	grantwriters@capalabascpandc.com.au;executive@capalabascpa ndc.com.au	Grants updates
2021-04-16T10:34:05+00:00	president@capalabascpandc.com.au	grants@capalabascpandc.com.au;grantwriters@capalabascpandc. com.au;executive@capalabascpandc.com.au	RE: Grants updates
2021-04-16T22:15:20+00:00	webstercf@gmail.com	secretary@capalabascpandc.com.au	RE: P&C Mtg Minutes - March 2021
2021-04-19T02:26:47+00:00	cfree2@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Volunteer Elsie Coulam
2021-04-20T00:23:36+00:00	president@capalabascpandc.com.au	cfree2@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Volunteer Elsie Coulam

PnC Correspondence Register Extract for Meeting

2021-04-20T22:59:24+00:00	president@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au	Copy of SMS i have sent
2021-04-21T11:53:12+00:00	karsa.gock@gmail.com	secretary@capalabascpandc.com.au	Re: P&C Mtg Minutes - AGM March 2021
2021-04-26T21:23:07+00:00	chairperson@capalabaswimmingclub.org.au	president@capalabascpandc.com.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	Expenditure for trophy night
2021-04-26T21:41:17+00:00	president@capalabascpandc.com.au	secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	Re: Expenditure for trophy night
2021-04-26T23:30:43+00:00	chairperson@capalabaswimmingclub.org.au	president@capalabascpandc.com.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	Re: Expenditure for trophy night
2021-04-26T23:40:16+00:00	president@capalabascpandc.com.au	chairperson@capalabaswimmingclub.org.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	RE: Expenditure for trophy night
2021-04-27T01:13:32+00:00	treasurer@capalabaswimmingclub.org.au	president@capalabascpandc.com.au;chairperson@capalabaswimmingclub.org.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	Re: Expenditure for trophy night
2021-04-27T01:34:18+00:00	president@capalabascpandc.com.au	treasurer@capalabaswimmingclub.org.au;chairperson@capalabaswimmingclub.org.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	RE: Expenditure for trophy night
2021-04-27T04:08:28+00:00	info@classicicecreams.com.au	secretary@capalabascpandc.com.au	Fw: Capalaba State College Fete 2021
2021-04-27T05:32:32+00:00	president@capalabascpandc.com.au	treasurer@capalabaswimmingclub.org.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	Re: Expenditure for trophy night
2021-04-27T05:51:52+00:00	chairperson@capalabaswimmingclub.org.au	president@capalabascpandc.com.au;treasurer@capalabaswimmingclub.org.au;secretary@capalabascpandc.com.au;vicepresident@capalabascpandc.com.au;Treasurer@capal	Re: Expenditure for trophy night
2021-04-28T01:10:36+00:00	lthat4@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Student Banking...
2021-04-28T04:35:06+00:00	kmarr44@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Invoice 70379 from Capalaba State College - (5534)
2021-04-28T05:41:44+00:00	Treasurer@capalabascpandc.com.au	lthat4@eq.edu.au;pandcexecutive@capalabasc.eq.edu.au	RE: Student Banking...
2021-04-28T10:56:51+00:00	secretary@capalabascpandc.com.au	members@capalabascpandc.com.au	Mother's Day Online Stall & Raffle Open
2021-04-28T11:15:31+00:00	president@capalabascpandc.com.au	members@capalabascpandc.com.au	P&C Special Meeting
2021-04-29T06:56:26+00:00	cfree2@eq.edu.au	pandcexecutive@capalabasc.eq.edu.au	Capalaba SC - Basketball Training and Competition uniforms

Treasurer Report to P&C Meeting 24/05/2021

General Business

- ❖ March- ATO credit balance returned from credit held since 2017 \$4,373.48
- ❖ Noted MYOB subscription remained in March and April as we allowed adequate time to transfer the entire MYOB file to Xero (the new accountant package) and to conduct a safe backup of all MYOB files.
- ❖ Each months recorded sales for 2ndhand uniform shop, will be reported collectively, ie combined cash and EFTPOS, going forward. It served no purpose to separate cash and EFTPOS, when a summary P&L is being provided.
- ❖ Floats have been included. Noting, Floats are audited as Cash on Hand under Assets. Therefore, floats are not required to be listed in P&L. However, for transparency purposes, floats will remain as reported.

Decision to pay outstanding bills

- ❖ Nil

Treasurer's Report (March 2021)

Opening balance	\$67,390.19
Total Incoming (Credit)	\$ 11,337.77
2nd Hand Uniform Total Sales (cash + EFTPOS)	\$ 496.07
ATO credit funds dating back to 2017	\$ 4,373.48
P&C Disco Sales	\$ 4,987.92
P&C Disco Sales - Volunteer Buyback	\$ 55.90
P&C Disco float return (cash on hand)	\$ 317.00
P&C Easter Raffle float return (cash on hand)	\$ 30.00
P&C Easter Raffle	\$ 871.15
Fence Advertising - MG Team Belle Property	\$ 206.25
Total Outgoing (Debits)	\$ 5,881.30
MYOB Monthly	\$ 59.50
CommBiz Fees	\$ 10.50
Square fees- 2ndhand uniform	\$ 9.79
Square fees- Disco	\$ 82.59
Tfr funds to Main Debit acc xx3064 (purchases relating to Disco)	\$ 701.59
P&C Disco float (cash on hand)	\$ 317.00
P&C Easter Raffle float (cash on hand)	\$ 30.00
Balloons By the Bay- Disco	\$ 104.00
Fuzz Bomb - Mothers Day Stall	\$ 213.20
Refund parent for overpayment- Book Club	\$ 8.00
Metro Audit Services- Auditor	\$ 990.00

Officeworks- general stationary (10 pk folders & Box copy paper)	\$ 38.48
P&C QLD- Public Liability Insurance	\$ 2,813.65
Scholastic Book Club- Book Fair 17/11/20	\$ 417.00
Scholastic Book Club- 2021 Issue 2	\$ 60.00
Xero Australia Pty Ltd	\$ 26.00

Closing Balance	\$72,846.66
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Treasurer's Report (April 2021)

Opening balance	\$72,846.66
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Total Incoming (Credit)	\$ 607.00
2nd Hand Uniform Total Sales	\$ 25.00
School Banking Commission	\$ 70.00
Mother's Day Stall sales	\$ 512.00
Total Outgoing (Debits)	\$ 1,498.83
MYOB Monthly	\$ 59.50
Square fees- 2ndhand uniform	\$ 0.48
Square fees- Mother Day Stall	\$ 11.25
Bayside Packaging- Mother's Day Stall	\$ 15.40
Mosers Design Studio- Mother's Day Stall	\$ 280.00
Smart Gift Ideas- Mother's Day Stall	\$ 530.20
Xero Australia Pty Ltd	\$ 26.00
Capalaba State College - Slushie flavours (Disco)	\$ 126.00
P&C Mother's Day Float (Cash on hand)	\$ 450.00

Closing Balance	\$71,954.83
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Overall Financial position of Association (sum of all P&C accounts-include sub-committee accounts)

- As at 31st March 2021 : **\$87,446.74**
- As at 30th April 2021: **\$85,085.39**

CAPALABA STATE COLLEGE AMATEUR SWIMMING CLUB
FINANCIAL REPORT FOR March 2021

OPENING BALANCE @1st March 2021				\$13,508.06	eft/cash
Date	Invoice Number	Deposits	Notes		
3/03/2021		Square	Swim Club 2/3/21 Canteen	\$152.05	eft
10/03/2021		Square	Swim Club 9/3/21 Canteen	\$234.92	evt
12/03/2021		Cash Deposit	Swim Club 25/2/21 Canteen	\$28.00	cash
12/03/2021		Cash Deposit	Swim Club 2/3/21 Canteen	\$49.00	cash
12/03/2021		Cash Deposit	Swim Club 9/3/21 Canteen	\$28.00	cash
17/03/2021		Square	Swim Club 16/3/21 Canteen	\$216.80	eft
20/03/2021		Cash Deposit	Swim Club 16/3/21 Canteen	\$24.00	cash
		Total Deposits		\$732.77	
		Expenses			
20/03/2021		Transfer from Primary Account	Disco Purchases	\$603.79	
		Total Expenses		\$603.79	
		Less outstanding cheques		\$0.00	
		Plus outstanding cheques presented		\$0.00	
		Book Balance @ 31/03/2021		\$13.637.04	

CAPALABA STATE COLLEGE AMATEUR SWIMMING CLUB									
FINANCIAL REPORT FOR March 2021									

DEBIT CARD ACCOUNT

OPENING BALANCE @1st March 2021				\$748.73	eft/cash
Date	Invoice Number	Deposits	Notes		
20/03/2021		Transfer from P&C for Disco Supplies		\$603.79	
28/03/2021		Coles	Refund	\$43.25	
28/03/2021		Coles	Refund	\$62.60	
28/03/2021		Coles	Refund	\$9.50	
31/03/2021		Woolworths	Refund	\$5.00	
31/03/2021		Coles	Refund	\$12.50	
28/03/2021		Woolworths	Refund	\$10.00	
		Total Deposits		\$746.64	
		Expenses			
1/03/2021		Coles	Consumables	\$19.90	
1/03/2021		Woolworths	Consumables	\$5.00	
8/03/2021		Nisbetts	Equipment (Ticketing)	\$113.85	
8/03/2021		Bunnings	Consumables	\$7.50	
8/03/2021		Coles	Consumables	\$24.20	
13/03/2021		Square	Eftpos Printer Paper Rolls	\$59.00	
15/03/2021		Woolworths	Consumables	\$4.00	
15/03/2021		Aldi	Consumables	\$44.10	
15/03/2021		Coles	Consumables	\$22.10	
16/03/2021		Officeworks	Consumables	\$12.88	
17/03/2021		Randall Distribution	Consumables	\$39.99	
21/03/2021		Coles	Consumables	\$269.05	
21/03/2021		Coles	Consumables	\$230.92	
21/03/2021		Woolworths	Consumables	\$25.00	
22/03/2021		Coles	Consumables	\$40.30	
26/03/2021		Aldi	Consumables	\$112.33	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		IEOperations	Consumables	\$5.00	
30/03/2021		Advanced Metal Recyclers	Equipment (Recycle Bin) Refundable Deposit	\$50.00	
30/03/2021		Randall Distribution	Consumables	\$76.99	
		Less outstanding cheques		\$0.00	
		Plus outstanding cheques presented			
		Expenses Total		\$1,202.11	
		Book Balance @ 31/03/2021		\$293.26	

**CAPALABA STATE COLLEGE AMATEUR SWIMMING CLUB
FINANCIAL REPORT FOR April 2021**

OPENING BALANCE @1st April 2021				\$13,637.04	eft/cash
Date	Invoice Number	Deposits	Notes		
27/04/2021		Transfer from Brian Gleeson	Stock Buyout	\$73.47	eft
27/04/2021		Transfer from Lorraine Eggers	Stock Buyout	\$42.98	eft
27/04/2021		Transfer from Brian Gleeson	Float Return	\$150.00	eft
		Total Deposits		\$266.45	
		Expenses			
12/04/2021		Transfer from Primary Account to Debit Card	Operating funds top up	\$706.74	
12/04/2021		Pacific Trophies	Trophies for Awards Night	\$1,422.85	
28/04/2021		Pacific Trophies	Trophies (additional missed)	\$31.83	
		Total Expenses		\$2,161.42	
		Less outstanding cheques		\$0.00	
		Plus outstanding cheques presented		\$0.00	
		Book Balance @ 30/04/2021		\$11,742.07	
CAPALABA STATE COLLEGE AMATEUR SWIMMING CLUB FINANCIAL REPORT FOR April 2021 DEBIT CARD ACCOUNT					
OPENING BALANCE @1st April 2021				\$293.26	eft/cash
Date	Invoice Number	Deposits	Notes		
4/12/2021		Transfer from Primary Account	Operating Fund Top up	\$706.74	
		Total Deposits		\$706.74	
		Expenses			
				\$0.00	
		Expenses Total		\$0.00	
		Book Balance @ 30/04/2021		\$1,000.00	

P and C Meeting

Monday, May 31st 2021

Principal's Report

Acknowledgement of country

I would like to begin by acknowledging the Traditional Custodians of the land on which we all meet on today, both here and at home, and pay my respects to their Elders past and present.

P and C Day

Happy (belated) P and C day! Thank you to everyone on the committee for the hard work that you do!

Operational

The Senior Campus Hall is almost done, with students able to enter next week (at this stage). It looks amazing, Carlie Freeman has done a great job working with the project managers.

Air conditioning kicks off in week five next term, and will be chaotic! We will do our best to minimise impact, but it's going to be a challenge!

Solar panels are installed, the work is almost done and they should be effective any day.

We welcome Tristan Baskerville to the DP position, poaching him from the School of Distance Education, which is probably one of the most complex schools in the state!

I have been absent this term - Sydney for unexpected surgery that my mum needed, and some reasonably major dental work for myself already done, and more coming. Thank you for your patience, and for Brad, Carlie and Kylie for getting on things with in my absence or working remotely.

Teaching

Kylie Barrett takes on her new role focussing on Teaching and Learning across the College. Kylie is responsible for making sure that we teacher the Australian Curriculum consistently depending on the program (Mainstream, Scholars, Deep Learning, Montessori or High Capacity).

It is nice to have a full team again so that we can focus on the important things.

Capability

Spending professional development budget very quickly.

Topics include "seven steps to writing success" which is of course a focus of ours, as well as support for students with disabilities, increasing our awareness of aboriginal and Torres Strait Islander perspectives in our curriculum, and increasing our understanding of deep learning.

Partners

We have partnered with the Pet Barn Foundation and Empower Assistance Dogs to adopt a full time Therapy Dog, named Koko. Koko is just having a bit of work done at the Vet and will soon be joining us. Koko is an incredibly well trained black Labrador. More information to come once we know when Koko will be settling in.

Wellbeing

Koko the black Labrador will be great for everybody!

We are investing some of our I4S and spending some of next year's I4S on staffing, just to help with staff AND student wellbeing around class sizes and workloads. The class sizes aren't oversize, but if we can make life easier, we will. We have put another Teacher on the Senior Campus already; and looking for another one on Junior Campus.

Performance

Our 2020 summary has been released.

A lot of data is unable to be reported on due to COVID, so things like NAPLAN and school opinion surveys weren't conducted.

Our A-E data is all light blue, which is the middle level available. I am happy with that.
Our Attendance and enrolment trends are all dark blue, which is the best level available

Our significant absenteeism is peach, which is the lowest category that you can get - it means that the tiny group of students that are away a lot, are away a LOT and need other intervention. We work with our regional team and have been working with a group at UQ (called Ability School Engagement Partnership (ASEP) Project) to try and help overcome the obstacles that these students experience.

We don't get our Year 12 data any more with the new ATAR system, so I can't comment on that either. We are hoping (different groups are advocating) for summary data at least to help guide us.

Grants Update for Capalaba State College P&C– May 2021

Upcoming Grants

1. [Mayor and Councillors Grants](#) up to \$3,000 closes 31 May.
2. [AMP Foundation Grants](#) \$5,000 to \$100,000 for individuals, closes 9 June, 4pm
3. [Jeffrey and Geraldine Underhill Grants](#) up to \$10,000 opens 15 May, closes 30 June 2021

Recent Successful Grants

1. One successful grant that cannot be publicly announced yet

Applications Awaiting Outcome

Nil



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Student Dress Code



Live, Love, Learn
Leave a Legacy

Version 06/2019





Dear Parents

Welcome to the College's *Uniform Guide Booklet*.

The Student Dress Code is supported by the Capalaba State College P & C Association. The Formal Uniform (to be known as the Day Uniform) across the College:

- Assists in the development of a strong sense of pride and self discipline in our students;
- Enhances positive community perceptions of the College;
- Ensures that our uniform complies with relevant Workplace Health and Safety requirements; and
- Ensures the image portrayed by our students is of the very highest Standard.

All students wear their Day Uniform at all times except on specialist sports days (athletics carnivals, swimming carnivals) and interschool sports days (i.e. Cluster Sports and Senior Campus sports on Tuesday and Wednesdays). Senior Campus students are required to change into sports uniform for designated Physical Education lessons. Students who do not participate in interschool sport are required to wear their Day Uniform. Junior Campus students also are able to wear their Sports Uniform on days that they have dedicated Physical Education lessons.

The College's Responsible Behaviour Plan and the Student Diary refer to consequences which may be issued for breaches College dress code. Please note that breaches of the College Dress Code may incur a detention for each occasion of non-compliance.

We wish to encourage you to discuss your students individual uniform requirements with the college so that we can support your student's compliance with the Uniform Policy.

Once again, thankyou for taking the time to peruse this brochure and being aware of the uniform options for your student.

HATS - PREP TO YEAR 12



Navy Surf Hat



Navy Legionnaires Cap

HATS - YEARS 7 TO 12



College Sports Cap



College Flat Hat

DRESS CODE – COLLEGE UNIFORM

The Parents and Citizens Association has decided that Capalaba State College will be a uniform College for all students. The wearing of a College uniform is an important factor in developing a healthy College tone and pride in oneself as well as in the College.

Please note the Dress Code Breach procedure. (See Page 5)

Jewellery

Jewellery is to be kept to a minimum. Maximum allowable jewellery is:

Rings	One (1) per hand (rings must have flat settings, be small and discreet and not be a safety risk)
Earrings	Two (2) per ear. (Sleepers and Studs ONLY for safety)
Necklace	Not to be visible
Watch	One (1) only
Bracelets	NONE – EXCEPT “Medi-Alert”
Bandanas	NONE PERMITTED
Visible Piercing	NONE PERMITTED

Hair

Students’ hair must be neat, tidy, off the face and of natural hair colouring only. Hair below the collar is to be tied back. Only conservative hair styles (as defined by the Principal) are acceptable. Extreme hairstyles such as mohawks, shaved styles, dreadlocks, rat tails, spikes and tracks are not acceptable. This list offers some examples of extreme hairstyles, however is by no means exhaustive and is subject to change. Hair must be one natural colour. Hair must be simple, safe and not draw undue attention to the student.

Make Up

Make up is not to be worn.

Nail

Nail polish is not to be worn and no false nails.

Visible Tattoos / Body Art

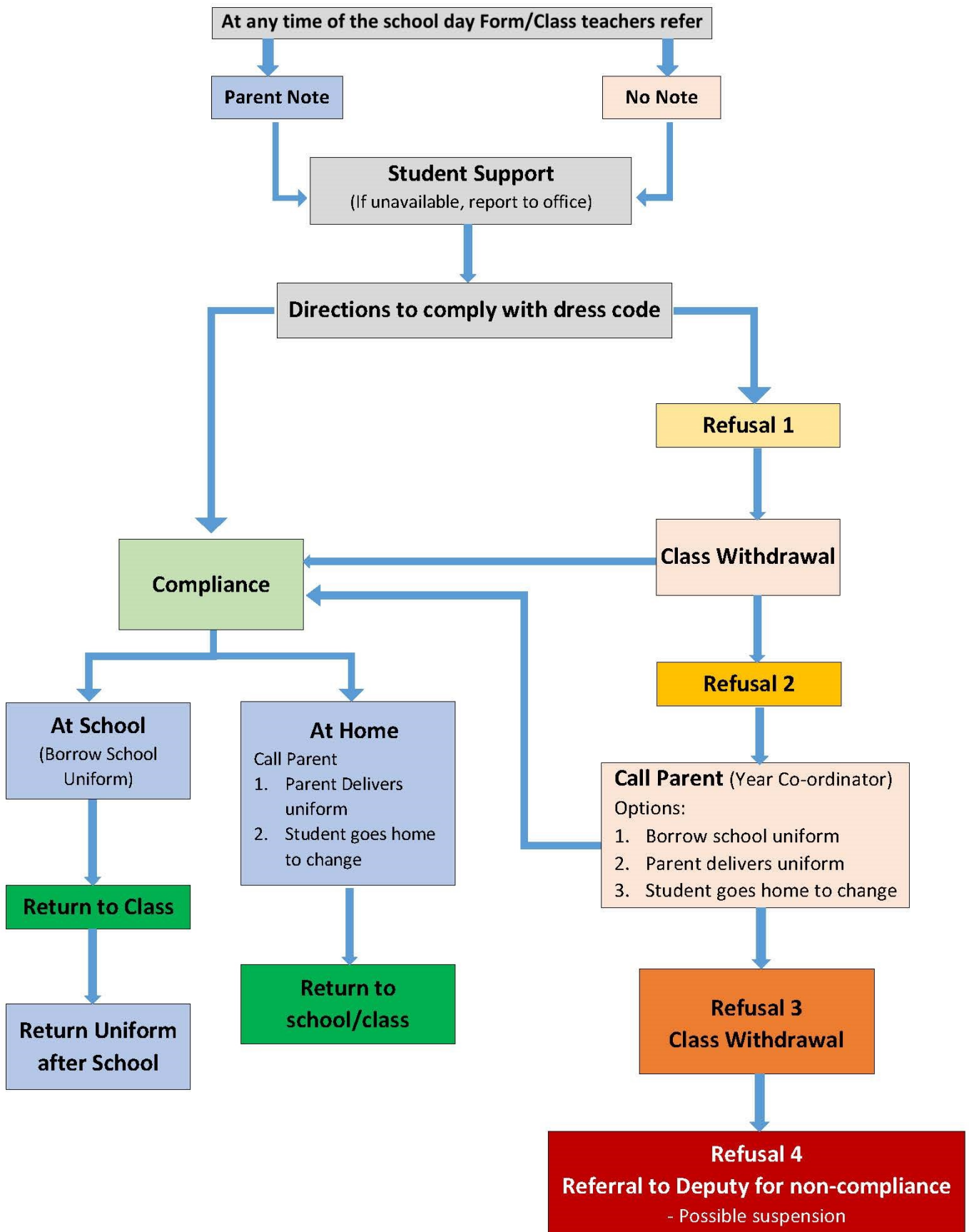
NONE permitted (unless culturally significant—please refer to Administration)

Sun Safety Policy

Please refer to the back page of this booklet for a detailed explanation of the Capalaba State College Sun Safety Policy.

Aprons are required for all Manual Arts/Home Economics classes. The College has class sets available for student use, but if any student desires a personal apron this will have to be purchased.

DRESS CODE BREACH



PREP UNIFORM



- College Red 'Prep Shirt'
- College Mesh Shorts/ College Navy Ruggers or College Culottes
- Black Joggers (not sold by the College –please refer to page 15)
- White socks (not sold by the College)
- Wide Brim Navy Hat

WINTER

- College Polar Fleece Zip Jacket or V-Neck Knit Pullover or Microfibre Jacket or V Neck Fleece Pullover
(Please refer to page 14 for photos of these items)
- Navy Tracksuit Pants (not sold by the College)



YEARS 1 TO 6

**Worn to school every day except on specialist sports days
eg Athletics/Swimming Carnivals and their dedicated day for Physical Education.**



- College Checked Dress
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes *
- (not sold by the College –please refer to page 15)
- College Badge (optional)

OR



- College Checked Blouse
- College Navy Culottes or College Navy Dress Shorts *
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes *
- (not sold by the College –please Refer to page 15)
- College Badge (optional)

(*College Navy Dress Shorts sold on application only)

YEARS 1 TO 6

**Worn to school every day except on specialist sports days
eg Athletics/Swimming Carnivals and their dedicated day for Physical Education.**



OR

- College Checked Shirt
- College Navy Ruggers
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes *(not sold by the College –please refer to page 15)

WINTER

- College Polar Fleece Zip Jacket or V-Neck Knit Pullover or Microfibre Jacket or V Neck Fleece Pullover
(Please refer to page 14 for photos of these items)
- Navy Tracksuit Pants (not sold by the College)
- Navy Tights maybe worn instead of white socks (optional) (not sold by the College)
- College Badge (optional)

*Years 1-3 may choose a black leather school shoe with Velcro instead of laces
(Please refer to page 15)

*Year 6 students can wear their Year 6 shirt on their weekly physical education day and at other sporting events. (etc athletics carnival, swimming carnival)

YEARS 7 TO 9

**Worn to school every day except on specialist sports days
eg Athletics/Swimming Carnivals or their designated interschool or cluster sports day.**



- College Checked Dress
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes (not sold by the College –please Refer to page 15)
- College Badge (optional)



OR



- College Checked Blouse
- College Navy Skirt, College Navy Long Pants, College Navy Culottes, or College Navy Dress Shorts *
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes (not sold by the College – please Refer to page 15)
- College Badge (optional)

(*College Navy Dress Shorts sold on application only)

YEARS 7 TO 9

**Worn to school every day except on specialist sports days
eg Athletics/Swimming Carnivals or their designated interschool or cluster
sports day.**

OR



OR



- College Checked Shirt
- College Navy Dress Shorts or College Long Pants
- College Long Navy Striped Socks
- Black Leather Belt
- Black Leather Lace-Up School Shoes (not sold by the College –please Refer to page 15)
- College Badge (optional)

WINTER

- College Polar Fleece Zip Jacket or V-Neck Knit Pullover or Microfibre Jacket or V Neck Fleece Pullover (Please refer to page 14 for photos of these items)
- Navy Tights maybe worn instead of white socks (optional) (not sold by the College)
- College Badge (optional)

YEARS 10 TO 12

**Worn to school every day except on specialist sports days
eg. Athletics/Swimming Carnivals or their designated interschool sports day.**



- College Checked Dress
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes (not sold by the College –please Refer to page 15)
- College Button hole Tie & Badge (Optional)

OR



- College Chambray Blouse
- College Navy Skirt, College Navy Long Pants , College Navy Culottes or College Navy Dress Shorts*
- White Socks (not sold by the College)
- Black Leather Lace-Up School Shoes (not sold by the College –please Refer to page 15)
- College Button hole Tie & Badge (Optional)

(*College Navy Dress Shorts sold on application only)

YEARS 10 TO 12

**Worn to school every day except on specialist sports days
eg. Athletics/Swimming Carnivals or their designated interschool sports day.**

- College Blue Shirt (blue shirt must be tucked in)
- College Navy Long Pants
- Dark Socks (not sold by the College)
- Black Leather Belt
- Black Leather Lace-Up School Shoes (not sold by the College – please Refer to page 15)
- College Dress Tie & Badge (Optional)

OR



OR



- College Blue Shirt (blue shirt must be tucked in)
- College Navy Dress Shorts
- College Long Navy Striped Socks
- Black Leather Belt
- Black Leather Lace-Up School Shoes (not sold by the College –please Refer to page 15)
- College Dress Tie & Badge (Optional)

WINTER

- College Polar Fleece Zip Jacket or V-Neck Knit Pullover or Microfibre Jacket or V Neck Fleece Pullover (Please refer to page 14 for photos of these items)
- Navy Tights maybe worn instead of white socks (optional) (not sold by the College)
- Year 12 Jersey
- College Dress or Button hole Tie & Badge (Optional)

SPORTS UNIFORM - YEARS 1 TO 12



- College Sports Polo
- College Mesh Shorts
- White Sports Socks (not sold by the College)
- Sports shoes (joggers) (not sold by the College –please Refer to page 16)

WINTER - PREP TO YEAR 12



College V Neck Knit Pullover



College Microfibre Jacket



College Polar Fleece Zip Jacket



College V Neck Fleece Pullover

FOOTWEAR - YEARS PREP TO 12

FORMAL DAY SHOES

All shoes **MUST** comply with Workplace Health and Safety Standards and students are not to wear shoes outside the description provided below.

YEARS PREP — 12

Black, fully enclosed, leather lace-up, polished “College style” shoes are the only acceptable shoes. Shoes must have substantial leather uppers. Shoes must have black laces (no Velcro*, zips, buckles or slip on) with no colourings or markings on the shoe. Shoes must have a thick, black, non-slip sole with a heel (as shown in the pictures below).

Shoes NOT permitted at Capalaba State College include (but are not limited to) canvas, ballet, Volley, mary-jane, jazz, high tops, boots, Vans, Converse.

Formal day shoes must be worn with the Formal Day Uniform at all times.

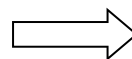
** see sections Students Years Prep to Year 3.*



Students in Prep to Year 3 may choose the below alternatives

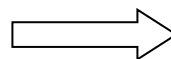
- **YEARS Prep—3**

Black fully enclosed leather “College-style” shoe with Velcro rather than laces.



- **PREP STUDENTS only**

Prep students are permitted to wear black joggers with laces or Velcro.



FOOTWEAR - SPORTS

SPORTS SHOES

All shoes **MUST** comply with Workplace Health and Safety Standards and under **NO** circumstances are students to wear shoes outside the description provided below.

Students are permitted to wear a sports shoe (jogger) with their sports uniform at designated times.

Sports shoes **NOT** permitted at Capalaba State College include (but are not limited to) any type of canvas shoe, volleys, high top shoes, sand shoes, Vans, Converse, fabric or cloth shoes.

Sports shoes must be worn with the Sports Uniform at all times.

Students who require specialist shoes for sport (eg Football boots) are to wear these shoes during game play and training only.

EXCELLENCE PROGRAM

- HPS—training shirt
- Dance—shirt
- Health Academy shirt

These items can be worn during training.

SUN SAFETY POLICY

Capalaba State College supports sun smart behaviours for all staff and students.

STAFF

All staff are expected to wear a hat when participating in outside activities including teaching, sport and playground duty. This is to ensure that the teachers are sunsafe in their work environment and to provide good modelling for students.

STUDENTS

Junior Campus (Prep-Year 6)

Hats

Junior Campus students (Prep-Year 6) are required to purchase one of the following hat options as part of College uniform:

- Navy Legionnaires cap
- Navy surf (broad brimmed) hat.

Students need to wear their College hat for all outside activity including:

- Play during lunchbreaks
- Sport and physical activity as part of Health & Physical Education
- Other outdoor curriculum activities.

Students without College hats are not to participate in outdoor activities

At play time, students without College hats will remain in undercover play areas.

Sunscreen

Sunscreen will be available for use by students and staff as follows:

Sunscreen will be available from the HPE teacher for all physical education and sport lessons

Sunscreen will be available at all classrooms.

Senior Campus (Years 7-12)

All students in Years 7-12 to purchase either a College Broad Brimmed Hat or Cap as part of College Uniform.

All students participating in curriculum activities in scheduled lesson time will apply sunscreen to face, neck and arms and are expected to wear a College Hat. Hats will be treated as any other necessary equipment for participation in instruction and failure to bring them will result in teacher follow up with home and appropriate consequences (e.g detention for failure to bring equipment for class or referral to admin for non-compliance)

All Junior Secondary classrooms and Staffrooms on Senior Campus are equipped with Sunscreen and Junior Secondary teachers will remind students at lunchtime to apply sunscreen before play.

