

Date: 6th Feb 2019

Venue: Meeting Room – Secondary Campus

Chair: Maria Twin

Apologies: Dr Mark Sly, Mr Greg Golder, Shane Porter

Present:

Nadine Fairweather
Paul Cansdale – Secretary
Tammie Bruns
Maria Twin
Tanya Blackledge
Signe Hoff Price

Mr Mark Heaney – Deputy Princi
Ms Lisa Kraft – Head of Junior Primary

Guests Laura Ferguson, Angie Barclay, Natalie Griffin

Meeting opened by the chair at 7:01 PM

1. Welcome

The Chair welcomed everyone to the meeting and asked each attendee to introduce themselves.

2. Minutes of the previous meeting

- Minutes tabled

Accepted: Nadine Fairweather 2nd Tammie Bruns

3. Correspondence

1. Two tickets from Event Cinema – Sent to Mark Sly and donated by Dr Sly for use by the PAFFA.
2. Mother's Day brochures.
3. Athletes Foot - \$400.00.

4. Business Arising

1. Follow up from:

- i. Colour run:

1. A good number of volunteers. Great support by the maintenance staff.

2. Ran smoothly with great weather.
 3. Prizes worked well though the prize company took 40 to 50% of the income.
 4. Communication problems with the secondary school. Many teachers telling students the event was for the primary school only.
 5. The company providing the prizes have offered to run the whole event for this year.
 6. Of the 600 students who participated approximately a third didn't register for prizes.
 7. There was some discussion as to whether prizes needed to part of the event, and should the income be donated to charity instead.
- ii. Lollypop Lady
1. The Gold Coast City Council will not support the request due to the crossing being controlled by traffic lights.
 2. The school has no authority over the crossing or what motorists are doing on the public roads.
- iii. PAFA Meeting Time
1. Past discussions have shown that there is no ideal time. During the day more and more parents are working.
 2. We need to make parents aware of the meetings and how they can get involved in PAFA. Re-instate the PAFA Newsletter.
 3. Minutes of the meetings need to be uploaded to the website and the details of the 2019 Executive updated. Paul to arrange this.

2. Who is monitoring the PAFA@CAC.QLD.EDU.AU email address?

- i. Emails to the email address do not appear to be monitored. Several emails sent to the email address have not been replied to. Paul to contact IT and arrange access.

3. Trivia Night

- i. Suggested date is the Saturday 16th March 2019. The IGC is free.
- ii. Need prizes for raffle and auction.
- iii. Require a letter of authority from the school stating that PAFA is acting on behalf of the school. Paul to contact Rachael to arrange a letter.
- iv. Need to determine what the theme for the night will be.
- v. Nadine to arrange for a notification to go out to parents.
- vi. Require volunteers to do the marking and input the scores.
- vii. Need six or more volunteers for the night.
- viii. Need to form a subcommittee for the event.

4. Anti-idling Campaign

- i. This is being displayed on the electronic notice board.
- ii. The problems seem to reduce once sports and co-curricular events start with less stress on parking places.

5. School Uniform Policies

- i. Nadine indicated that both students and parents alike think they don't have to adhere to the uniform policy. From her time in the uniform shop she keeps hearing that

students ignore the policy as they keep getting away with breaches. This includes incorrect wearing of formal hats and dress lengths.

- ii. Ms Kraft indicated that she had made several notes in student diaries regarding uniform and appearance.
- iii. Mr Heaney indicated that audits have been carried out in the past with two days notice.

6. Class Coordinators

- i. Nicky Sheppard has indicated that she is happy to continue coordinating parents.
- ii. Need one to two parents per class.
- iii. Tanya to arrange for a letter to primary parents.

7. Events Cinema Partnership Offer

- i. Events Cinema have offered use of the cinemas for \$1400 for 200 seats Monday to Thursday.
- ii. PAFA will investigate for later in the year.

5. Event Coordinator's Report

- i. Nadine indicated that the Golf Day was a Foundation event rather than a PAFA one.

6. Treasurer's Report

- i. There was some discussion around the cost of Mother's Day gifts. Signe indicated there isn't much margin with gifts purchased around the \$4 mark.

Accepted: Tammie Bruns 2nd Maria Twin

7. Principal's Report

- i. Given Dr Sly's absence there was no Principal's report. Mr Heaney provided an update on several items.
- ii. Family Zone is being rolled out to all families. This suite looks to help protect children by providing policies on electronic device usage. A webinar is being recorded and further information is being sent out to parents.
- iii. RACQ is running a docudrama for the year 11 and 12 students. This involves an enactment of a severe car accident. Media, Ambulance, Police, and Fire services will be in attendance.

8. School Banking Report

- i. There has been no banking yet.

9. New Business

1. Signe raised the possibility of cashless Mother's Day and Father's Day stalls.

- i. This would reduce the workload on the day.
- ii. Other options than Flexi Schools do exist. Need to discuss with Elda Koro and David Dobbie on what options are available and at what cost.

2. Ms Kraft raised the Earn and Learn event.

- i. This was very successful last year.
- ii. Tammie will handle the registration this year.

Accepted: Nadine Fairweather 2nd Signe Hoff Price

Action Items from the meeting

Minute Item Number	Description	Who
4.1.iii.3	Update PAFA details and minutes on CAC website.	Paul Cansdale
2.i	Arrange access for the PAFA@CAC email address.	Paul Cansdale
3.iii	Arrange for a letter of authority for PAFA to seek raffle and auction items for the Trivia night.	Paul Cansdale
3.iv	Arrange for notice of the Trivia night to be sent to parents.	Nadine Fairweather
6.iii	Arrange for a letter to Primary Parents for Class Coordinators	Tanya Blackledge
9.2.ii	Arrange for registration in the Earn and Learn event.	Tammie Bruns

Meeting closed: 8:21 PM

Next meeting: Wednesday 1st May 2019.