



**MINUTES FOR THE MEETING OF PARENTS AND CITIZENS ASSOCIATION
OF BULIMBA STATE SCHOOL ON THURSDAY 16th MAY 2019**

The president opened the meeting at 7.34am.

- ITEM 1** **Present:** David Pich, Stephen Brown, Bonny-Lee Adamczyk, Sally Roebuck, Raelene James, Janelle Lynch, Sarah Grantley, Rosemary Callinan, Scott Slattery, Lisa Marzano, Stacey Segal, Emma Ross, Sacha Guse, Hansa Bayley, Natalie Elms, Petra Von Richter, Jillian Blennerhassett, Tess Goener, Chris Wiggins, Tamar Mulholland, Louisa Carr, Karen McCullagh, Peta See, Erin Maywald.

Apologies: Mike Wilkes, Naomi Armitage, Cindy Ferguson, Conor Gray. Angie Haswell, Michael Zeuschner.

- ITEM 2** **Confirmation of the Minutes of the Previous General Meeting**
The minutes of the previous meeting was circulated to the association.

Motion to approve the minutes of the previous meeting.

Proposed: Sally Roebuck **Seconded:** Scott Slattery

THE MOTION WAS CARRIED

- ITEM 3** **Business Arising from the minutes of the previous General Meeting**
NIL

- ITEM 4** **Correspondence Report**
The correspondence report was tabled.
Email received re: Mindfulness & Physical Conditioning. This was forwarded to the OSHC Operations Manager.
Market Stall operator – Salted Caramel Popcorn cupcakes
Letter from P&C to ALP Member for Griffith, Terri Butler MP.
Letter from P&C to LNP candidate for Griffith, Olivia Roberts

Motion to approve the correspondence report

Proposed: Raelene James **Seconded:** Stephen Brown

THE MOTION WAS CARRIED

- ITEM 5** **Business Arising from the Correspondence**
President had a meeting with Terri Butler to discuss the letter, A formal request for \$2m to the ALP Treasury for the Pool. Lobby pass for Canberra was given. Sports minister introductions offered.

- ITEM 6** **Table Executive Committee's Decisions**
Operations Manager appointed – Raelene James. Already started work.
Decision was made to restructure the P&C, which lead to the retrenchment of the food services manager and shutdown of the tuckshop for a period of time. These decisions were made to improve the structure of the business units and increase efficiency. The president wishes Belinda Watson all the best in her future endeavours.

Sally Roebuck has been appointed the head of P&C services and will oversee the running of Smart Bites.

Question was asked about the ordering system School Shop Online – given the problems can we go back to FlexiSchools? The P&C wants to fully investigate all available options for ordering systems and choose what best fits the school and so as not be reactionary. Flexischools had some problems with server capacity and an investigation needs to happen to ensure the school's needs will be met. There is an enquiry underway into the available systems on the approved EQ provider list.

Comment made about the timing of the restructure and the parent rep tour of tuckshop.

Question about the recipes and menu – have the menus changed? Ingredients are listed and some recipes have changed. Can something be announced on parade about the change in menu?

ITEM 7

Treasurer's Report and Financial Statement, and any business arising from the Treasurer's report and financial statement

The report was circulated prior to the meeting. Only one additional motion added.

Motion to confirm David Pich (President), Natalie Elms (Treasurer), Scott Slattery (Vice President) and Rosie Callinan (Secretary) as signatories to BSB 064 103 Accounts – 10355677 and 10356880

Proposed: Tess Goener **Seconded:** Hansa Bayley

MOTION WAS CARRIED

Motion to approve the addition of Sally Roebuck (P&C Service Manager) and Raelene James (P&C Operations Manager) as card-holders and authorised operators for (BSB 064 103 Accounts – 10355677 (Bulimba OSHC Debit Card) and 10356880 (Bulimba P&C Debit Card) with one person to sign/ operate. Add Rosie Callinan as a cardholder/operator for BSB 064 103 / 10355677 (Bulimba OSHC Debit Card).

Proposed: Hansa Bayley **Seconded:** Stacey Segal

MOTION WAS CARRIED

Motion to approve Sacha Guse (Finance Manager) and Melanie Phillips (Finance Officer) to obtain general information on all accounts.

Proposed: Hansa Bayley **Seconded:** Raelene James

MOTION WAS CARRIED

Motion to confirm the following direct debits as required by P&Cs Qld:

- MYOB subscription – OSHC (\$100 and P&C (\$43.60) this is a monthly subscription (no end date)
- OSHC School Hire – monthly direct debit of \$2,750
- Telstra for broadband \$80/mth
- Virgin OSHC mobile \$30/mth

Proposed: Hansa Bayley **Seconded:** Lisa Marzano

MOTION WAS CARRIED

Motion to approve the service of alcohol to be sanctioned by Principal for Trivia Night Jillian Blennerhassett indicated that approval has been given by Michael Zeuschner.

Proposed: Hansa Bailey **Seconded:** Scott Slattery

MOTION WAS CARRIED

Motion to approve capital expenditure of up to \$5,000 to replace broken equipment in Smartbites kitchen. Note that budget allows for \$9,000 large equipment items and \$2,400 small equipment items.

Proposed: Raelene James **Seconded:** Hansa Bayley

MOTION WAS CARRIED

Motion to approve the purchase of a Macbook for the P&C Operations Manager for P&C use up to \$3,000.

Proposed: Tess Goener
MOTION WAS CARRIED

Seconded: Hansa Bayley

Motion to approve the Treasurer's Report

Proposed: Raelene James
MOTION WAS CARRIED

Seconded: Scott Slattery

ITEM 8

Business Unit reports and financial statements and any business arising from the business unit reports and financial statements

Report was circulated prior to the meeting.

Smart Bites updates – increased assistance from volunteers requested. There is a new roster for classes to help out but general volunteering is accepted. Please email or call to see if there is something to assist with but there is usually someone onsite to ask.

Question about bluecards. All parents can help out on site. If you are not a parent you need to have a bluecard.

Ice creams are now only served at second break.

Question about chocolate chip cookies. The addition of confectionary makes an item red and there are no allowances for red items on the menu. There is only one red day permitted per term.

Question about avocado sushi, on the menu avocado sushi is listed as vegetarian.

Motion to approve the Business unit reports

Proposed: Raelene James
MOTION WAS CARRIED

Seconded: Scott Slattery

ITEM 9

Other working groups

ITEM 10

Principal's Report

Report tabled by Deputy Principal.

School swimming carnival is on – for years 3-6.

The P&C is funding the buses and the competency assessment (at Colmslie).

Assessments will be conducted during class time.

Question about date for swimming carnival – sometime in term four.

There is a carnival working group - members who have volunteered to collaborate with the parent body and the school to assist in the delivery of the swimming carnival. A suggestion was made by the school to liaise with Amy Lewis.

Comment about the number of times the P&C president update is being received.

Investigate a method for the update to be sent once schoolwide.

Chaplain gave a brief overview of activities.

Motion to approve the Principal's report.

Proposed: Hansa Bayley
MOTION WAS CARRIED

Seconded: Natalie Elms

ITEM 11

President's Report

Updates circulated to members prior to meeting

ITEM 12**Motions on Notice***Motion 1*

The P&C will support the new school-organised BSS Swim Carnival (grade 3 – 6) in Term 4 by funding transport for the kids to Morningside State School and funding two 'competency testing lessons' prior. Estimated cost \$12,000

Proposed: Emma Ross**Seconded:** Bonnie-Lee Adamczyk**MOTION WAS CARRIED***Motion 2*

The P&C Association will allow Motions for any material expenditure outside of the approved annual budget when 5 working days' notice prior to the next general meeting is provided to the Membership. Where 5 days' notice is not provided, the Motion will be carried over to the next General Meeting.

Proposed: Sacha Guse**Seconded:** Natalie Elms**MOTION WAS CARRIED****ITEM 13****General Business**

Last meeting there was a call for nominations for another Executive member of the association so there is an odd number in case of a vote. One nomination was received.

Motion to approve the appointment of Stephanie Gaffric as an additional Vice President

Proposed: Natalie Elms**Seconded:** Hansa Bayley**MOTION WAS CARRIED**

Climbing Wall working group question. Naomi Armitage has volunteered. A meeting has been scheduled with the president and an update will be given next meeting.

Huge thank you and recognition of the time and effort give by Caroline Teahan for conducting the Survey with the help of Sarah Grantley.

ITEM 14**APPLICATIONS FOR MEMBERSHIP****Nil****ITEM 15****Next Meeting****Thursday 20th June 3.30 – 4.30pm**

Meeting Closed 8.35am

Signed.....

Date.....20/06/2019



TREASURER'S REPORT

Executive Summary

The result for April 2019 is a net profit of \$11,622 (budgeted \$523) with a year to date profit of \$28,844 (budgeted loss -\$26,699).

The positive variances to April and YTD budgets are primarily due to timing differences including the receipt of Trivia revenue and interest income (budgeted for receipt in May). General expenses are also lower than budget due to the monthly allocation of annual expenses.

Balance Sheet as at 30 April 2019

- Table MYOB Balance Sheet as at 30.4.19 (see below)
- Total Cash on Hand (including Term Deposits and Funds Due from OSHC fees and School Shop Online) - \$1,050,443
- 4 x CBA Term Deposits matured on 28.2.19 which have been reinvested into one term deposit of \$833,812 maturing 24.10.19 at a rate of 2.5%pa.
- Debtors Fees owed by parents of \$11,833 – being fees owed by parents to OSHC
- Debtors Accounts Receivable of \$12,220 being invoices owed for Trivia Night and cross service charges to OSHC
- Inventory has increased since 9.4.19 stocktake to \$4,862 being stock on hand for Smartbites with corresponding cost of goods sold.
- Prepayments \$10,759 – for subscriptions spread over the year for Tanda Payroll System, Wix, Schoolzine, IML, Qast and various Oshc subscriptions
- Payroll Liabilities of \$41,021 represents PAYG, Super and staff leave entitlements at 30.4.19
- Other Current liabilities \$22,586 representing wages accrued in April for OSHC and SB which were paid in May.



BULIMBA STATE SCHOOL P&C ASSOCIATION

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Assets

Current Assets		
Cash On Hand		
P&C General Account	\$63,752.90	
OSHC General Account	\$136,312.50	
P&C Debit Card	\$991.12	
OSHC Direct Debit Card	\$1,034.06	
P&C Term Deposit	\$833,812.36	
OSHC Petty Cash	\$140.44	
Cash Float	\$200.00	
Funds Due	\$14,200.00	
Total Cash On Hand		\$1,050,443.38
Debtors - Fees owed by Parents	\$11,833.79	
Debtors - Accounts Receivable	\$12,220.00	
Inventory	\$4,862.78	
Total Current Assets		\$1,079,359.95
Other Assets		
Prepayments	\$10,759.99	
Total Other Assets		\$10,759.99
Total Assets		\$1,090,119.94
Liabilities		
Current Liabilities		
Accounts Payable	\$1,416.80	
GST Liabilities		
GST Collected	\$453.31	
GST Paid	-\$1,131.03	
Total GST Liabilities		-\$677.72
Parent Fees Paid In Advance	\$2,102.17	
Payroll Liabilities		
Payroll Accruals Payable	\$16,996.32	
Long Service Leave payable	\$5,499.00	
Annual Leave Payable	\$10,604.24	
Sick Leave Payable	\$6,871.76	
Toil Payable	\$1,049.85	
Total Payroll Liabilities		\$41,021.17
Other Current Liabilities	\$22,586.36	
Total Current Liabilities		\$66,448.78
Total Liabilities		\$66,448.78
Net Assets		\$1,023,671.16
Equity		
Retained Earnings	\$994,826.40	
Current Year Earnings	\$28,844.76	
Total Equity		\$1,023,671.16





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Profit and Loss Statement to 30 April 2019

- Table MYOB Profit and Loss Statement for the period 1.4.19 – 30.4.19 – net profit \$11,622

Income		
Fundraising Income		
Fundraising Income	\$1,042.68	
Event Sponsorship	\$4,500.00	
Newsletter Income	\$27.27	
Total Fundraising Income		\$5,569.95
General Income		
Interest Income	\$28.92	
Total General Income		\$28.92
Smartbites Income		
Register Sales	\$3,669.70	
School Shop Online	\$4,807.80	
Total Smartbites Income		\$8,477.50
OSHC Income		
Fees Received by Debit Success	\$55,244.31	
Mthly Movement -Parent Debtors	-\$1,500.04	
CCB - CCMS Inclusion Support	\$743.00	
CCS - CCSS Direct Deposit	\$36,528.07	
Total OSHC Income		\$91,015.34
Total Income		\$105,091.71
Cost of Sales		
Cost of goods sold		-\$3,162.39
Total Cost of Sales		-\$3,162.39
Gross Profit		\$108,254.10
Expenses		
Fundraising Expenses		
Fundraising Expenses	\$3,044.50	
Newsletter Management	\$443.18	
Total Fundraising Expenses		\$3,487.68
General Expenses		
IT Consultancy	\$200.00	
IT - Payroll System (Tanda)	\$248.50	
Employee Assistance Program	\$190.00	
Repairs & Maintenance	\$600.00	
Office Supplies	\$153.88	
Telephone & Data	\$99.99	
Postage & Delivery	\$32.70	
First Aid	\$366.27	
Professional Cleaning	\$245.00	
Bank Charges	\$93.03	
Subscriptions	\$577.29	
Insurance - P&C Qld	\$415.73	
Insurance - Directors	\$62.75	
Total General Expenses		\$3,285.14
Employment Expenses		
Uniform Allowance	\$144.90	
Staff Mandatory Training	\$403.05	
Staff expenses	\$82.64	
Staff Advertising	\$345.00	
Wages & Salaries	\$58,150.57	



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Annual leave expense	\$2,986.20	
Sick Leave Expense	\$946.23	
Broken Shift Allowance	\$231.36	
Employee Superannuation	\$5,922.32	
Long Service Leave expense	\$854.30	
Toll Expense	\$306.36	
Worker Cover Premium & Claims	\$311.63	
Total Employment Expenses		\$70,684.56
Smartbites Operating Expenses		
Food & Groceries	\$7,051.16	
Paper Goods	\$248.54	
Sports Day	\$257.28	
Total Smartbites Operating Expenses		\$7,556.98
OSHC Operating Expenses		
Art & Craft General	\$160.00	
Debit Succ Transaction Charges	\$506.40	
Qikpay Gateway Charges	\$102.13	
Vac Care Excursion Costs	\$3,783.64	
Vac Care Incursion Costs	\$4,287.09	
Term additional activity costs	-\$8.79	
Vacation Care Program Costs	\$322.54	
School Facility Hire	\$2,500.00	
Licence Requirement Costs	-\$36.00	
Total OSHC Operating Expenses		\$11,617.01
Total Expenses		\$96,631.37
Operating Profit		\$11,622.73
Other Income		
Contribution from OSHC	\$7,790.00	
Total Other Income		\$7,790.00
Other Expenses		
Contribution to School/P&C		
Contribution to SB	\$7,790.00	
Total Contribution to School/P&C		\$7,790.00
Total Other Expenses		\$7,790.00
Net Profit/(Loss)		\$11,622.73



Business Unit Performance

Smartbites Profit & Loss – April / YTD

- Note that there were less trading days in April due to school holidays, however service was still provided to Osch for 19 days.
- Overall, sales on a daily basis are lower than budgeted.

Income		
Register Sales	\$3,669.70	\$9,210.60
School Shop Online	\$4,157.80	\$28,865.40
Total Income	\$7,827.50	\$38,076.00
Cost Of Sales		
Cost of goods sold	-\$3,162.39	-\$3,162.39
Total Cost Of Sales	-\$3,162.39	-\$3,162.39
Expense		
Food & Groceries	\$6,302.69	\$26,911.01
Paper Goods	\$248.54	\$4,350.00
Sports Day	\$257.28	\$257.28
Kitchen resources < \$500	\$0.00	\$217.20
Uniform Allowance	\$19.32	\$72.66
Staff Mandatory Training	\$0.00	\$180.00
Wages & Salaries	\$10,116.61	\$41,212.37
Annual leave expense	\$0.00	\$620.22
Sick Leave Expense	\$135.00	\$506.79
Broken Shift Allowance	\$0.00	\$28.92
Employee Superannuation	\$901.49	\$3,640.36
Long Service Leave expense	\$68.00	-\$530.00
Toll Expense	\$0.00	-\$232.50
Employee Assistance Program	\$190.00	\$380.00
Advertising & Promotion	\$0.00	\$163.00
Repairs & Maintenance	\$510.00	\$690.91
Office Supplies	\$0.00	\$31.82
Postage & Delivery	\$16.70	\$164.48
Audit	\$0.00	\$454.54
Total Expense	\$18,765.63	\$79,119.06
Other Income		
Contribution from OSHC	\$7,790.00	\$31,980.00
Total Other Income	\$7,790.00	\$31,980.00
Net Profit/(Loss)	\$14.26	-\$5,900.67



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Outside School Hours Care (OSHC) Profit & Loss – April / YTD

Income

Fees Received by Debit Success	\$55,244.31	\$183,033.35
Fees Received Direct Deposit	\$0.00	\$200.00
Mthly Movement -Parent Debtors	-\$1,500.04	\$9,473.96
CCB - CCMS Inclusion Support	\$743.00	\$11,556.00
CCS - CCSS Direct Deposit	\$36,528.07	\$150,597.91
Total Income	\$91,015.34	\$354,861.22

Expense

Art & Craft General	\$160.00	\$1,276.22
Debit Succ Transaction Charges	\$506.40	\$1,606.40
Qikpay Gateway Charges	\$102.13	\$399.31
Vac Care Excursion Costs	\$3,783.64	\$6,071.19
Vac Care Incursion Costs	\$4,287.09	\$9,409.68
Term additional activity costs	-\$8.79	\$1,048.77
Vacation Care Program Costs	\$322.54	\$322.54
OSHC Operational Equip	\$0.00	\$230.64
Inclusion Support Items	\$0.00	\$169.99
Books, Games, Toys, Sports Eq	\$0.00	\$2,702.67
OSHC Community Engage Event	\$0.00	\$550.00
School Facility Hire	\$2,500.00	\$10,000.00
Licence Requirement Costs	-\$36.00	\$485.36
Sustainability Initiatives	\$0.00	\$77.03
Food & Groceries	\$748.47	\$2,270.99
Uniform Allowance	\$125.58	\$420.42
Staff Mandatory Training	\$403.05	\$1,461.96
Professional Development	\$0.00	\$2,878.59
Staff Advertising	\$345.00	\$345.00
Wages & Salaries	\$47,567.66	\$191,930.54
Annual leave expense	\$2,986.20	\$10,422.50
Sick Leave Expense	\$811.23	\$4,287.98
Broken Shift Allowance	\$231.36	\$1,012.20
Employee Superannuation	\$4,756.15	\$17,343.20

Long Service Leave expense	\$786.30	\$2,498.30
Toll Expense	\$306.36	\$467.30
Worker Cover Premium & Claims	\$311.63	\$1,246.52
IT Consultancy	\$200.00	\$657.69
IT - Payroll System (Tanda)	\$248.50	\$368.27
Repairs & Maintenance	\$90.00	\$90.00
Office Supplies	\$153.88	\$1,147.31
Telephone & Data	\$99.99	\$399.96
Postage & Delivery	\$6.00	\$150.37
First Aid	\$366.27	\$761.01
Professional Cleaning	\$245.00	\$490.00
Audit	\$0.00	\$2,272.73
Bad Debts Written Off	\$0.00	\$98.00
Subscriptions	\$376.98	\$1,500.95
Insurance - P&C Qld	\$32.50	\$29.55
Total Expense	\$72,815.12	\$278,901.14

Other Expense

Contribution to SB	\$7,790.00	\$31,980.00
Total Other Expense	\$7,790.00	\$31,980.00

Net Profit/(Loss)	\$10,410.22	\$43,980.08
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Budgets for 2019

Fundraising Events – Budgeted Expenses

- Sports Day \$2,000
- Stem Expo \$8,500
- Mothers Day \$10,000
- Fathers Day \$10,000
- Trivia Night \$12,300
- Bulimba Burn \$10,500

Non-Operating Expenditure – Contributions to BSS

- Pool Project \$30,000
- Swimming lessons \$8,000
- Air-conditioning (new/replacement only) \$20,000
- Projectors (new/replacement only) - \$20,000
- Prep playground repairs \$6,000
- Upper playground soft fall repairs \$6,000
- SAKGP \$1,500
- Art Program \$1,500
- Music Program \$1,500

Motions

- Confirm David Pich (President), Natalie Elms (Treasurer), Scott Slattery (Vice President) and Rosie Callinan (Secretary) as signatories to BSB 064 103 Accounts – 10355677 and 10356880
- Add Sally Roebuck (P&C Service Manager) and Raelene James (P&C Operations Manager) as card-holders and authorised operators for (BSB 064 103 Accounts – 10355677 (Bulimba OSHC Debit Card) and 10356880 (Bulimba P&C Debit Card) with one person to sign/ operate. Add Rosie Callinan as a cardholder/operator for BSB 064 103 / 10355677 (Bulimba OSHC Debit Card).
- Continue to allow Sacha Guse (Finance Manager) and Melanie Phillips (Finance Officer) to obtain general information on all accounts.
- To confirm the following direct debits as required by P&Cs Qld:
 - Myob subscription – OSHC (\$100 and P&C (\$43.60) this is a monthly subscription (no end date)
 - OSHC School Hire – monthly direct debit of \$2,750
 - Telstra for broadband \$80/mth
 - Virgin Oshc mobile \$30/mth
- Service of alcohol to be approved by Principal for Trivia Night



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- Capital expenditure of up to \$5,000 to replace broken equipment in Smartbites kitchen. Note that budget allows for \$9,000 large equipment items and \$2,400 small equipment items.
- Purchase of Macbook for P&C Operations Manager for P&C use up to \$3,000 (see quotes attached).

Items in Your Bag



13-inch MacBook Pro – Space Grey

A\$3,019.00

1

A\$3,019.00

Ships: 1–3 business days

[Remove](#)

Part number: Z0V7

Hardware

- 2.3GHz quad-core eighth-generation Intel Core i5 processor (Turbo Boost up to 3.8GHz)
- Retina display with True Tone
- Touch Bar and Touch ID
- Intel Iris Plus Graphics 655
- 16GB of 2133MHz LPDDR3 memory
- 256GB of SSD storage
- Four Thunderbolt 3 ports
- Backlit Keyboard — US English
- Accessory Kit

Software

- macOS
- Photos, iMovie, GarageBand
- Pages, Numbers, Keynote

[Show Gift Options](#)

To pay by direct deposit, cheque, money order or financing, call us at 133-622. [?](#)

0% interest for 6 or 12 months. Min. spend applies. [\(opens in new window\)](#)

Bag Subtotal A\$3,019.00

Free Shipping A\$0.00


Total A\$3,019.00

Includes GST of A\$274.45



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13-inch MacBook Pro – Space Grey

A\$2,839.00 **A\$2,839.00**

[Remove](#)

Ships: 1–3 business days Part number: Z0V7

Hardware

- 2.3GHz quad-core eighth-generation Intel Core i5 processor (Turbo Boost up to 3.8GHz)
- Retina display with True Tone
- Touch Bar and Touch ID
- Intel Iris Plus Graphics 655
- 16GB of 2133MHz LPDDR3 memory
- 256GB of SSD storage
- Four Thunderbolt 3 ports
- Backlit Keyboard — US English
- Accessory Kit

Software

- macOS
- Photos, iMovie, GarageBand
- Pages, Numbers, Keynote

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To pay by direct deposit, cheque, money order, financing or Apple Store Gift Card, call us at 133-622. [?](#)

0% interest for 6 or 12 months. Min. spend applies. (opens in new window)

Bag Subtotal	A\$2,839.00
Free Shipping	A\$0.00
Total	A\$2,839.00
Includes GST of A\$258.09	

[Shop Mac Accessories](#) | [Save Bag](#) | [View Saved Bags](#) | [Chat Now](#)

[Check Out](#)

Natalie Elms
Treasurer
16 May 2019



Bulimba State School OSHC

Operations Manager's Report – May 2019

Where motions are required – *see underlines and italics.*

Topics for discussion

Financial Report

Please see results in Treasurer's report for Profit and Loss.

Overall OSHC income was slightly lower due to vacation care attendances. Average attendances were 84 per day and assumed averages were 90. Easter holidays are always hard to estimate as the Easter weekend falls differently year to year and changes family holidays and leave etc. As attendances were slightly down, so to were wages costs.

OSHC Staffing

We will have some significant changes to our Management team in Semester 2 as Ellen Kossen is off on her final practical placement for her education degree. Katie Wiseman will also be leaving on maternity leave at the end of September. To ensure we can train a suitable replacement, we will be advertising for a maternity leave contract Coordinator in the coming weeks and they will begin in the last couple of weeks of term. This will ensure Ellen and Katie have enough time to complete a thorough handover of their roles.

We have hired two new Permanent Part Time Educators in a Lead Educator capacity. Helen Wells and Amber Ross have begun their two-week induction and are fitting in well with the team. Clark Caleo will be leaving the team to return to his hometown to be closer to family.

P&C Award Variation Proposal Update

Sally has been working with QCAN, the Union and Amanda Lowe (MacGregor State School OSHC Operations Manager) to propose variations to the current P&C award. These variations are to ensure OSHC Educators working in P&C services are awarded the same rates and allowances as their colleagues in all other OSHC services in the State. Currently there are major discrepancies between the P&C award and the Federal award, especially for the junior rates of pay, qualification rates, split shift allowance, casual loading and higher levels for managers.

We are gathering evidence for the variation proposal which will be submitted to the Queensland Industrial Relations Commission in the coming months.

So far, we have had only positive responses to the variations from the stakeholders who have been consulted with during the process.

If approved, it is expected that changes will be made to commence in early 2020.

P&C Survey Results

We have collated the results from the P&C Survey on OSHC and we have been implementing changes as necessary. Some of the feedback has been around the food, which is being re-worked and a new and improved menu has been rolled out already that the kids are loving. We have also had some great activity ideas which Ellen has been working in to our programming also. The kids noted that they loved OSHC because it was a great place to hang out and play with friends. They also commented on loving to come to OSHC because of the OSHC team, which we were chuffed by. Oh and of course mega and some computer time!

Term 2 Additional Activities

We decided to extend the programs to include two in before school care as well. This term we are offering Table Tennis with Tom, Keys with Katie, a Dance program with Hamish and Isla and Plogging with Ellen. The kids are really

enjoying the programs so far and we have had excellent feedback from families about the change from charging for outside suppliers.

WHAT'S ON AT	Bulimba OSHC
<h1>OSHC</h1> <h2>Keys with Katie</h2>  <p>Beginner's Piano and Music Skills</p> <p>Weekly program suitable for all children.</p> <p>Every Wednesday afternoon From 1st May until 19th June</p> <p>Group 1: 4:00 – 4:30 Group 2: 4:30 – 5:00</p> <p>FREE Children must be booked into OSHC to attend.</p> <p>Book now at: https://form.jotform.co/91119243921857</p>	<h1>OSHC</h1> <h2>Let's DANCE!</h2>  <p>EXPLORE DIVERSE EXPRESSIONS OF DANCE WITH ISLAMIC DANCE</p> <p>Weekly program suitable for all children.</p> <p>Every Tuesday afternoon From 30th April until 18th June</p> <p>Group 1: 3:45 – 4:30 Group 2: 4:30 – 5:15</p> <p>FREE Children must be booked into OSHC to attend.</p> <p>Book now at: https://form.jotform.co/91118921750859</p>
<h1>OSHC</h1> <h2>PLOGGING</h2>  <p>Swedish-inspired environmentally friendly exercise: Walking while picking up rubbish!</p> <p>Weekly program suitable for all children.</p> <p>Every Monday morning From 29th April until 17th June</p> <p>7:30am – 8:30am</p> <p>FREE Children must be booked into OSHC to attend.</p> <p>Book now at: https://form.jotform.co/91119063805858</p>	<h1>OSHC</h1> <h2>TABLE TENNIS</h2>  <p>Weekly program suitable for all children.</p> <p>Every Tuesday morning From 30th April until 18th June</p> <p>7:00am – 8:00am</p> <p>FREE Children must be booked into OSHC to attend.</p> <p>Book now at: https://form.jotform.co/91058618308864</p>

Smart Choices Guide

- Have Plenty
- Select Carefully
- Gluten Free
- Egg Free
- Dairy Free

Homemade Large Bites

- Pasta Bolognese - \$5.00**

GF/EF/DF option available – add 50 cents

Lean beef mince, GF spaghetti, zucchini, carrot, brown onion, minced garlic, tinned tomato, tomato paste, stock powder (GF), fresh basil, salt and pepper.

- Mac 'n' Cheese - \$4.00**

GF option available – add 50 cents

Macaroni, cheese, butter, milk, plain flour, nutmeg, dijon mustard, salt, pepper.

- Butter Chicken Curry & Rice - \$5.50**

Free range chicken, tinned tomato, carrot and capsicum, rice, butter chicken curry paste, coconut milk, coconut cream, coriander powder, fresh coriander, GF stock, garlic, onion, ginger, turmeric, paprika, garam masala.

- Sausage Roll - \$3.50**

Lean mince, puff pastry, garlic, onion, carrot, zucchini, eggs, beef stock, parsley, tomato paste, salt, pepper.

- Spinach & Ricotta Roll - \$3.50**

Spinach, puff pastry, lemon juice, dill, ricotta cheese, garlic, salt, pepper.

- Pizza - \$4.50**

GF option available – add 50 cents.

Ham and Pineapple

Ham, pineapple, pizza cheese, pizza sauce, base

Margarita

Pizza cheese, pizza sauce, basil, base

- Garlic Naan Bread - \$2.00**

Toasted Sandwiches

Made on white bread. GF option available – add \$1

- Cheese - \$3.00**
- Ham and Cheese - \$4.00**
- Tomato and Cheese - \$3.50**
- Ham, Cheese and Tomato - \$4.50**
- Chicken and Cheese - \$5.00**

Sandwich Bar

Made on white bread. GF option available – add \$1

- Cheese - \$2.50**
- Ham - \$2.50**
- Ham & Cheese - \$3.50**
- Ham, Cheese & Tomato - \$4.00**
- Chicken & Mayo - \$4.00**
- Salad - \$4.00**
- Egg & Lettuce - \$3.50**

Salads

Salad Boxes - \$3.50

Fresh lettuce, tomato, carrot, cucumber, beetroot, and dressing.

Add a salad topper:

- Cheese - \$0.30
- Boiled Egg - \$1.00
- Slice of Ham - \$0.80
- Roast Chicken - \$2.00

Sushi

\$3.00 each or two for \$5.50

- California Sushi
- Teriyaki Beef Sushi
- Teriyaki Chicken Sushi
- Tuna Avocado Sushi
- Tuna Sushi
- Vegetarian Sushi
- Honey Chicken Sushi

Thursday & Friday only

Rice Paper Rolls

\$3.00 each or two for \$5.50

Chicken Avocado or Tuna Avocado

MENU TERM 2, 2019

Occasional Treats

Homebaked Treat - \$1.50

Jam Drops, Gingerbread, Coconut Rough

GF Homebaked Treat - \$1.70

GF/DF/EF Jam Drops
GF Coconut Rough

Quelch Stick - \$1.00

Lemon Icy Twist - \$2.00

Vanilla Ice Cream Cups - \$2.00

Chocolate Ice Cream Cups - \$2.00

Frozen Sorbet Cups - \$2.50

Healthy Snacks

- Apple Slinky - \$1.20**
- Frozen Pineapple - \$1.50**
- Frozen Mango - \$1.50**
- Frozen Strawberries - \$1.50**
- Boiled Egg - \$1.00**
- Yoghurt & Muesli Cup - \$3.00**
- Cobbs Popcorn - \$1.20**
- Pretzels - \$1.00**
- Grazing Box - \$4.00**

Cucumber, carrot, cheese, hummus and GF rice crackers

Drinks

- Breaka Flavoured Milk - \$2.20**
Chocolate or Strawberry
- Plain Milk - \$1.70**
- Mini Juice Cup - \$1.00**
Apple or Orange flavours
- Nudie Juice - \$2.20**
Tropical and Apple

AUTUMN MEAL DEALS

Includes main meal, garlic naan and choice of apple or orange juice, and Quelch stick or pretzels



Pasta Bolognese Meal Deal - \$8.00

Mac 'n' Cheese Meal Deal - \$7.00

Butter Chicken Curry & Rice Meal Deal - \$8.50

GF options available – add 50 cents



Smart Bites

Homemade on site | Eco-friendly packaging | Utilising onsite produce
Free range eggs and chicken | Palm oil aware

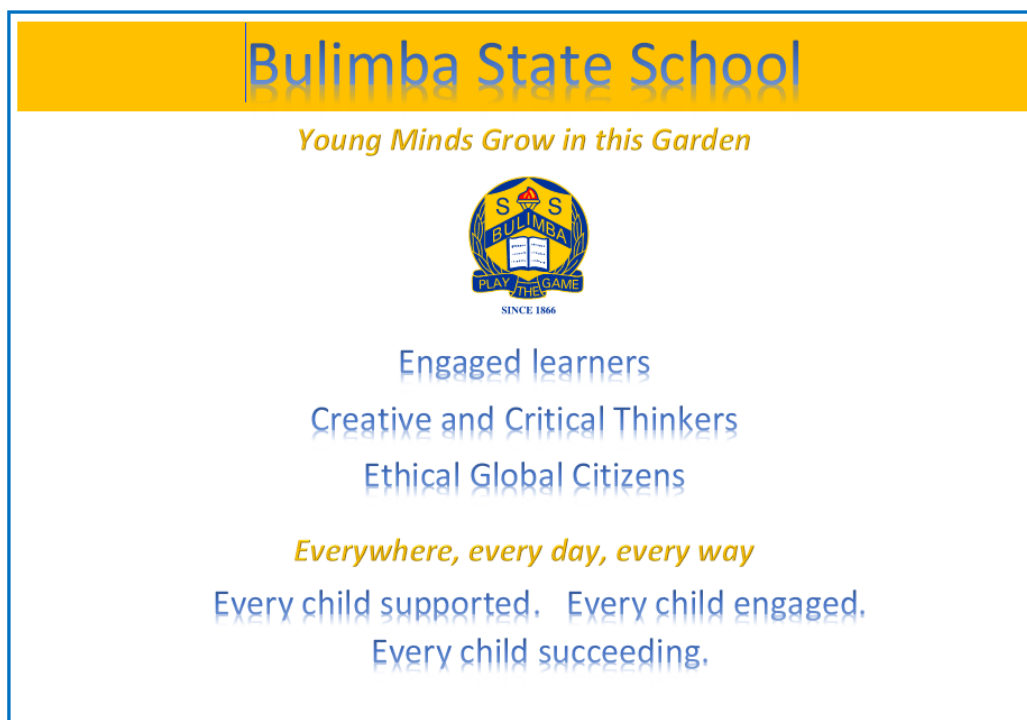
Order online at: schoolshoponline.net.au

All items are subject to availability. Smart Bites makes every attempt to identify ingredients that may cause an allergic reaction for those with food allergies. However there is always risk of contamination as in our kitchen we use products such as milk, eggs, gluten etc, although we have cross contamination policies and we're a "nut-free" facility we cannot guarantee a total absence of these products. Please contact smartbites@bulimbasspc.org.au with specific questions you may have regarding allergens or food consumption.

Principal's Report to P&C 16 May 2019

1. School Update

School Vision Statement



Parent Teacher Interviews

All teachers and classes have completed their mid semester interviews. There was a range of flexibility in the way in which interviews were run with some teachers offering interviews on the weekend to enable greater participation.

NAPLAN - National Assessment of Literacy and Numeracy

On Tuesday, Wednesday and Thursday of week 4, Term 2 students in Year 3, 5, 7 & 9 throughout Australia will participate in NAPLAN. NAPLAN is a point in time testing program that provides useful data to support other data collected by the school. It is not a tool to determine overall student ability or success nor is it a tool to be used to compare the quality of schools.

Thinking and Inquiry Based Learning Study Tour

As a school we have been actively engaged in embedding Cultures of Thinking (CoT). Louisa Carr was appointed as a mentor in 2017 and this has allowed us to embed CoT into our teaching.

Our Strategic Plan and AIP improvement priorities for the last two years have, amongst others, been to improve writing outcomes and establish a culture of creative and critical thinking.

Now that Cultures of Thinking is embedded the logical extension is to move towards inquiry based learning. I know that we have started to dabble in this space however New Zealand has been doing this style of learning since 2007.

The Heads of Curriculum (HoCs) along with Jillian Blennerhassett DP are visiting New Zealand in week five. We have identified six schools in Auckland that have an inquiry curriculum and practices embedded in this field as well as established Student curriculum teams who meet with staff to determine the design of the inquiry learning.

The schools they will be visiting are as follows:

- | | |
|------------------------------|---|
| Balmoral | - Inquiry since 2007. |
| Mount Eden Normal | - Partnered with Auckland Uni. |
| Glendowie School | - Creativity in writing is inquiry focus. Students co-construct rubrics. Entrepreneurship and students taking action are key |
| Birkdale Intermediate | - Whole school inquiry focus. Strong thinking focus (met at Bialik), classroom culture around student voice and learning conversations. |

Parnell District

- Curriculum Council (Y5-Y8) students need to apply. Students help to design inquiries with teaching staff and give feedback

Parakai School

- Established thinking-based curriculum. Inquiry skill is a focus for each year, focus on building skills and knowledge. Learning conversations with authentic scenarios and assessment.

As you can see these schools all have different strengths which the team will look at and bring back to discuss with the staff. We feel that this is the way forward in preparing our students for the future.

Last week Louisa Carr our Thinking Mentor presented at a Principal's meeting to showcase the work we have been doing at Bulimba. Principals at the meeting expressed their admiration and keen interest in this work and are keen to visit our school.

Swimming Carnival

Discussions have started with the P&C regarding a year 3 to 6 Swimming Carnival for the end of this school year. We have approached Morningside State School to use their pool in the second or third last week of school probably on a Tuesday. To prepare for the Swimming Carnival students would have two lessons to assess swimming competence. Students would be bused to and from lessons and the carnival. Indicative costing for this would be Lessons \$7320.00, Buses \$3850.00 (57 seat bus \$550.00 per day), a total cost of \$11500.00 or more.

Cyber Safety

Susan McLean one of Australia's foremost Cyber Safety consultants spoke at the Chaplaincy High Tea and then ran a session for our Year 6 students. We are keen to work with the GLC to get Susan back she has some strong advice that will challenge parents to think about technology and their kids. One issue Susan was very strong on was primary students and mobile devices as well as primary students have accounts with Snap Chat, Instagram etc. where they are required to confirm that they are 13 year old. She states that primary students who use these platforms are dishonest in the information provided or their parents have been dishonest. There are very good reasons these rules exist. Susan also suggested that students who have been dishonest in signing up to such platforms should not be considered for leadership positions.

School Student Code of Conduct

Work continues on finalising the new "Student Code of Behaviour", through continued consultation our focus areas have been refined to Be Respectful, Be Responsible, Be Courageous and Be Compassionate. The matrixes that outline behaviour expectations are nearly complete. In discussion with Education Queensland areas such as Cyber Safety and complaints management guidelines and timelines will be reviewed and updated for inclusion.

Chaplaincy

GLC Chaplaincy High Tea was successfully held in the hall with 170 in attendance. Tamar is looking into running a selective program for our year 6 girls called Bella. Tamar will be at the meeting to report.

2019 Resource Fees

Since the posting of our 2019 School Resources Fees we have collected \$212,237.00 which is 80% of the invoiced fees. We have 41 negotiated payment plans equivalent to approximately \$14,000.00. Including payment plans 84% paid with approximately \$34,000.00 outstanding

Beef and Reef Tour

After 6 days of bus and boat trips, over 3000 km of travel, 1800 meals and an enormous amount of fun our Year 6 students completed their Beef and Reef Tour. So what did we do we had quizzes, learnt interesting and unusual facts about Queensland, listened to lots of



music and sang songs as well as visiting some great venues. The student visited the Cosmos Centre, Bilby Experience and Historical House in Charleville, experienced a whip cracking display in Blackall, visited the QANTAS Museum, Stockman's Hall of Fame, Nogo Station and rode on a Cobb and Co stagecoach in Longreach, stopped and had lunch with our friends at Jericho State School all 21 of them, fossicked for gems and went underground in Rubyvale, ate 103 pizzas



at Lake Maraboon, lark splash downs and stand up paddle boarding in 1770, snorkelling, glass bottom boat and visit to Lady Musgrave Island. It is an absolute privilege to spend time with our Year 6 students on this trip, they really step up and work as a team to meet the many deadlines we have. The students were great ambassadors for our school and community.

A big thank you to the staff who travelled with the students sometimes we take our teachers for granted these teacher went far and beyond what is expected of them, and did it all with a smile. Yes we were busy and below are some reflection from our students.

- Mia - It was fun because we got to socialise and interact with people we don't usually sit with or are in our class.
- Harmann - I thought I would miss my family but I tackled this challenge and met new people that I now hang out with every day at school.
- Elijah - It was a really wonderful experience. A lot of the things I saw I won't see anywhere else. I was scared about leaving my family but we had lots of fun and I forgot about missing them.
- Jasmin - Camp was a terrific experience and helped me with my confidence. I met a group of friends I wouldn't usually play with. It was lots of fun.



For the 2020 Beef and Reef we are considering commencing the payments for the trip in Term 4 2019 for our Year 5 who will be going into Year 6. This will help us ensure that all payments are made prior to departure and payment plans finalised prior to departure.

Year Level Planning

Term 2 Year Level planning has been completed with a focus on Authentic Age Appropriate Assessment and continuing to embed inquiry with in student learning. An example of this is in Year1 where they are doing a big art inquiry which involves the development of an art gallery this is based on research artist through the times from international to local. Year 6 participated in a maths based on the Beef and Reef Tour and the Charleville town hall.

Partners in Education (PIE)

Our PIE session this term was run on Thursday 9 May. The topic was on Oral Language and its link to literacy success. The session was run by Renee Allan an Education Queensland Speech and Language Pathologist. About twenty-five parents attended including 2 from Norman Park State School.

Community Liaison Officer

- Parent Rep Meeting – Tour of the Tuckshop and meet the staff
- Tea & Topic – well attended, next month is Interior Design Tips by Maz
- Assisted with Chaplaincy High Tea
- Met with and assisted families
- Welcomed Families and school tours
- Anzac Day Assembly and Community Parade and Service
- SEP parent afternoon tea 15 May
- Reps have asked for a better way of communication for President P&C Report - they suggested through the school in addition to the newsletter

Amy Lewis our PE Teacher is looking for parent helpers for the Gala Sports Day.

2. Master Plan Update and Enrolment Management Master Plan

The Bulimba State School Master is currently parked and awaiting enactment when required. The current enrolment management plan and catchment map is available at <http://www.qgso.qld.gov.au/maps/edmap/> follow link and zoom in.

Current Enrolment Summary

	Prep	Pri	Sec	Spec	Total		Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Full Time	91	729	0	0	820		128	113	125	141	118	104
Part Time	1	1	0	0	2		0	1	0	0	0	0
Persons	92	730	0	0	822		128	114	125	141	118	104
FTE	92	729.4	0	0.0	821.0		128.0	113.4	125.0	141.0	118.0	104

Bulimba Prep Expression of Interest

2020	100	2020	77	2021	19	2022	8
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Bulimba Projected Enrolments based on school data **based on real time data**

YEAR	Prep	Year1	Year 2	Year 3	Year 4	Year 5	Year 6	TOTAL
2020	77	95	122	110	118	140	710	812
2021	19	77	95	122	110	118	140	681

[REGISTER EXPRESSIONS](#)

3. Infrastructure

The following projects were undertaken by outside providers during the Easter holidays. Schools Officers were on site to assist with access, setup and troubleshooting with the initial stages of these projects.

- F block vinyl replacement – all F block classrooms impacted
- Replacement of sliding glass storage doors – MG01,02 & 03
- Painting in AF01 and possibly AF10 (time permitting)
- Projectors to be installed in several classrooms in A B & F blocks (P&C funded)
- Artist on site painting Bees – pavilion



The School's Officers completed the following grounds projects during the Easter holidays

- Upgrading landscaping at Riding Road pedestrian entrance
- Building garden bed with seating along the back of the childcare centre. Includes new planting.
- Building a garden bed and new planting just near entrance to multipurpose courts.



4. Finance

Bulimba State School Financial Position as at 13/05/2019		
Description	Amount	Detail
Cash Float	\$100.00	Cash held at office
General Expenditure	\$462,202.04	Funds available in general account for expenditure
Provisions	\$74,541.00	Savings at bank for future planning (2019 Budget not fin)
Global Trading	\$83,992.00	School activities e.g. Camps, Excursions
Representative Sport	\$67,177.00	Lytton District funds managed by school
Non-Curricula	\$3861.00	Student Council
TOTAL	\$691,873.04	Total Funds at bank
DGR Building Fund	\$5,784.75	Tax deductible Building Fund
DGR Library Fund	\$1,819.30	Tax deductible Library Fund
Debtors		
Receivables - Students	\$87,401.62	Outstanding Invoices (Fees etc only recently billed)
Receivables - Others	\$17,728.25	Outstanding Invoices – Schools or Customers

Budget Overview Report

Bulimba State School - 0017

Report Date: 13-May-2019 1:11 PM

Budget Quarter 2

Period: 201905 | Cost Centre: % | Cost Centre Manager: %

User: Zeuschner, Michael (001700001220)



	Year to Date				Annual			Original Budget
	Actual	Budget	Variance	Comment	Budget	Variance	Comment	
Opening Balance	-331,068	-331,067	1	Over Budget	-331,067	1	Over Budget	-331,067
Revenue	-765,214	-843,335	-78,121	Under Budget	-1,479,266	-714,052	Under Budget	-1,471,812
Expense	531,206	849,221	318,015	Under Budget	1,735,792	1,204,586	Under Budget	1,728,338
Global Trading Activities	-83,992	0	83,992	In Surplus	0	83,992	In Surplus	0
Representative Sports	-67,177	0	67,177	In Surplus	0	67,177	In Surplus	0
Administered Cluster Funds	0	0	0		0	0		0
Non-Curricula Activities	-3,861	0	3,861	In Surplus	0	3,861	In Surplus	0
Balance of Operating Funds	-720,105	-325,181	394,924		-74,541	-645,564		-74,541
Provisions	0	0	0		74,541	74,541		74,541
Balance of Funds Available	-720,105	-325,181	394,924		0	720,105		0
Memo figure: System Cost Centres (not included in above totals)								
	0	0	0		0	0		0

Transactions have occurred in System Cost Centres. Validate that the transactions are correct.

Balance Sheet Summary Report

Bulimba State School - (0017)

Period 201905 as at
13-May-2019 01:16:20 PM



Account Group	Account	Account description	Amount
ASSETS	100001	Cash Float	100.00
	101201	General Bank Account	691,873.04
	101202	DGR Bank Account - Building Fund	5,784.75
	101204	DGR Bank Account - Library Fund	1,819.30
	104001	Receivables - Students	87,401.62
	104002	Receivables - Other	17,728.25
	109001	GST Input Credit Control	10,183.66
	109003	GST Clearing	7,314.07
	115003	Disputed Items - Salary Recovery	727.32
	115005	Disputed Items - Corporate Card	-0.05
	115008	BPAY and BPOINT Unallocated (DO NOT USE)	-421.00
	162001	Plant & Equipment	1,236,493.85
	172001	Plant & Equipment - Accum Depr	-1,236,493.85
			<u>822,510.96</u>
LIABILITIES	200001	Payables	-57,749.31
	200002	Credit Card Advance Control Account (Staff)	10,125.80
	200003	CBA/MCC Control Account (MCC)	-10,125.80
	205501	GST - Revenue Control	-371.02
	216801	Security Deposits	-250.00
	233003	Other Agencies Collections (GST Out Of Scope)	3,141.00
			<u>-55,229.33</u>
		Net Assets/(Liabilities)	<u>767,281.63</u>
EQUITY	340001	Accumulated Surplus/Deficit	-342,589.78
	400000-599999	SURPLUS/DEFICIT FOR YEAR	-424,691.85
			<u>-767,281.63</u>

Chaplaincy Report



Chaplain:	Tamar Mulholland
Date:	13/05/2019
School/s:	Bulimba State School

Last term...

- Mother's Day morning tea (huge success) 170 Attendees 10/05/19
- Team leader at Bayside Sports Camp for 3 days 9-11th April
- Attended GLC meetings
- Submitted Workplan and CDP for Bulimba to SUQLD
- Attended SU Cluster Meeting
- Attended In-service day
- Attended tea and topics with Janelle
- Spoke at Parent rep meeting

Professional Development

- Yes

Professional Supervision:

Yes

Next month...

Key areas of focus:

- Student welfare
- Bella Program

Upcoming events/programs:

- Bella Program (term 3)
- SUQLD annual conference 9th-12th July

Church visitations/community engagement:

- New Heart Church 19/05/19

Next LCC Meeting: 17/06/19



BULIMBA STATE SCHOOL

P&C MEETING ATTENDANCE RECORD

MEMBERS		THURSDAY 18th of MAY 2019
D Picu		SCHOOL
S Brower		Petra von Richter
Bonny-lee Adamczyk		William Glennerhasset
Sally Kurbuch		Tess Goener
Raelene James		Chris Wiggins
Janelle Lynch		Tamar Mulholland
Sarah Grantley		LOUISA CARR
Rosie Callinan		Karen McCullagh
Scott Slattery		Peta See
Lisa Marzano		
Stacey Segal		
Emma Ross		NON MEMBERS
Sacha Guse		Peta
Hansa Bayley		Erin Maywald
Neil Elms		(need a member form)