

In attendance:

Vanessa Hollis
Tony O'Mahony
Natalie Turner
Jan Morey
Reagan Seldon
Caroline Smeaton

Apologies:

Brad Hall
Anna Turnbull
Caroline Smeaton
Karen Wallace

Approval of Previous Meeting Minutes

Moved by Vanessa Hollis
Seconded by Natalie Turner

Meeting Schedule going forward: Last Tuesday of every month

Next PS&F Meeting: Tuesday 25/9/18 at 7pm

1. Action Items from last meeting

- FTP state school partnering to be explored for next meeting – **see below**
- Vanessa to follow up a rule forwarding all emails to Brad and Vanessa's personal email addresses – **request sent to Heather. Greg arranged for Brad and Vanessa to be able to access the PSF email account by logging in through Microsoft 365.**
- Vanessa and Brad to follow up Suncorp external transfer passwords – **Vanessa received pin**
- Quotes for the additional new iPad covers to be obtained and circulated out of session – **purchased online by school and no longer requested from PS&F**
- TGS Newsletter to ask for parent reps from each year level to trial WhatsApp engagement model – **Nominations received from all levels**
- Jan advised that Brad is already using WhatsApp with Nate's class and that she will be emailing everyone for consent to share contacts details across the network and the PS&F

2. Tasty Tuesdays

- Vanessa and Regan met up to discuss future options including partnering with FTP State School Tuckshop or Contractor e.g. semi-retired chef or cook
- Agreement to include morning tea options for next term and introduce a happy meal day each term as a treat
- Discussed TT storage requirements (approx. 1m2) in order to buy some non-perishable foods and store at school
- Discussed options to deliver morning teas to class rooms / or have them collected – potentially job for students
- There will be a price increase this term approx. \$1 per meal

3. Head of School Update

- Jan has spoken to NDIS consultant with suggested dates for presentation. It was discussed and determined that a Saturday morning works best to maximise people able to attend including staff and parents.
- **Proposed date for NDIS information session is Saturday 6 October 2018 10am – 12pm in the library.**
- Book week was a successful dress up day which the children enjoyed.
- The school filming has gone well with great testimonials provided by the staff, kids and families.
- PLP meetings scheduled and underway
- Provisional 12 month placement review outcome letters will be sent out soon
- Fee assistance outcomes have been determined and applicants notified
- New speech therapist has joined TGS, recruitment for physio and psychologist ongoing, the school will also be recruiting an enrolment officer as Heather returns to her administration role
- The middle school have an upcoming school sleep over in preparation for their camp
- Jan requested parent support for Senior School students to help serve hot dogs on the concert night
- General discussion about updating school uniform and Jan advised that senior student Max was putting forward his design ideas to Jan
- It was noted that transiting to a new uniform could be a costly exercise for parents and requires more discussion

4. Treasurers Update

- Tony provided statement of financial position which was accepted by group
- Tony reminded Vanessa and Brad to get Suncorp pins for cash transfers to ensure continuity of financial management whilst he's overseas. He will be leaving in one month's time and away for six weeks.
- TT payments to remain with NAB until next year
- Jan provided library book quotes to Tony
- Agreed to TT price increase

5. Nat Update, Fundraising and Events

- School will be raffling some of the alcohol left over from Trivia night at the school concert, ticket purchases can be made upon entry. PSF agreed to supply beer, wine for raffles
- Nat advised she has 1 table booked by EC parents for Lunch for Language and the commitment from a number of other parents
- Community grant for bus will be announced in November
- End of year event requires input and ideas including: movie selection, food stalls and entertainment
- Ideas that were discussed include: Christmas craft stall, Santa photos, face painter – gold coin donation
- Proposed date **Saturday 24 November 2018 starting at 4.30pm – 9.00pm**

6. Action items:

- Nat to liaise with Brad regarding Indigo suppliers for end of year event and further planning discussion required
- Jan to confirm date for NDIS information session is Saturday 6 October 2018 10am – 12pm
- Reagan will follow up happy meal options with McDonald and morning tea with current lunch supplier
- Vanessa to follow up email access rule

Meeting Closed by Vanessa Hollis 8.15pm