



Jesus said, "I am the vine,
You are the branches."
John 15.5

Golden Grove Lutheran Primary School

Parents & Friends

Meeting Minutes

| Date | Monday 16 October 2023 |
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| Time | 7:30pm |
| Location | Online |
| Attendees | Michelle Parcell, Tim Kriewaldt, Claire Rathjen, Sarah Kumela, Maree Kairl (minutes), Stephen Tiller, Lauren Neuman, Kylie Chinca, Karen McKinnon, Wendy Carmen |
| Apologies | Will Wallace |
| No | Minutes |
| 1 | Opening: <ul style="list-style-type: none"> Welcome Devotion & Prayer |
| 2 | Attendance & Apologies – noted above |
| 3 | Minutes from Previous Meeting <p>Michelle asked if the minutes of the previous meeting as sent via email (21 August 2023) are true and correct.</p> <p>Moved: Lauren Neuman Seconded: Claire Rathjen – All agreed.</p> |
| 4 | Upcoming Events <ul style="list-style-type: none"> Christmas 2023 <ul style="list-style-type: none"> End of Year Fun Day – Tuesday 12 December <p>Issue with insurance allowing inflatables at events. Michelle reaching out to Jump Easy to see what other options are. Also seeking clarity on the situation to find out exactly what we can have.</p> <p>Smaller bags for lollies have been ordered. Additional empty bags have been ordered for kids with allergies. Kylie to discuss options with families.</p> Carol Service – Friday 1 December <p>Format will be different this year. Students will remain in their classrooms until their performance. Will be more of a Christmas Nativity concert. Soul Factory band to play at the beginning. Will go for 1 to 1.5 hours, with 7pm start time. Booklets with song words and children playing key parts to be provided. Committee agreed on this format. Lauren to present to the staff on Thursday 19 October. Notes sent out to parents mid term.</p> MOT <p>This term's MOT will be muffins – look at getting the smaller ones. 60% chocolate chip and 40% blueberry. Kylie to contact Baker Boys for pricing for next meeting for final decision.</p> |
| 5 | Action Items from previous meeting <ul style="list-style-type: none"> Events Feedback <ul style="list-style-type: none"> SPA |



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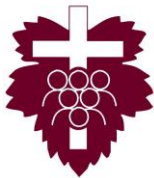
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| | <p>Good feedback, flowed well. Not a lot of food leftover, given to Youth later that night. Food was given to students by some grandparents – reminder next time. Invoices from Baker Boys going to Finance.</p> <ul style="list-style-type: none"> Nature Play Sarah distributed the design with stages and costings. Have gone back to query the slide. All 3 stages come to \$214,202 in total. Will require further fundraising, school to also contribute, Might be additional funds through grants. Once the design is finalised we will need an additional quote for School Council. Lauren hasn't taken back to teachers but their previous feedback was taken on board for the redesign. Michelle to talk to Will for next steps, unable to go to FRAC without 2nd quote. Michelle to contact Tanya for another company. FRAC meeting this Thursday to discuss Nature Play financials. Date Night Vicki happy to continue in 2024. Will provide P&F with possible dates for next year that can be locked in. Constitution/Terms of Reference Signed by the School board chair and published on the website. P&F 2023 Events <ul style="list-style-type: none"> Friday Night Beers & Burgers As Term 4 is already busy the decision was made to postpone to 2024 – all agreed. Will use it as an event to fundraise for Nature Play. Teacher's Wishlist <ul style="list-style-type: none"> GGOSH/School vests Frank unable to get zip up vests. Online options – Michelle to obtain quotes. GGLPS website P & F updates Committee thanked Stephen for his work updating the website. Still have to update the nomination forms for the AGM. Committee members updated. Include term dates and events. All agreed to add Term 4 details. 3D Printer Lauren to follow up if the plastic can be recycled. Pens Lauren to distribute this week. |
| 6 | <p>Principal's Report:</p> <ul style="list-style-type: none"> Year 1 sleepover Year 6 Exhibition Year 5 Celebration on Learning Class carers meeting Retaining walls – with insurance SACSA basketball |



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| | <ul style="list-style-type: none"> • F-2 Triskills • 3-4 Swimming • F-2 Swimming • Music Festival • Community Fete • Pastor Greg is leaving for QLD, looking at chapel etc for 2024 |
| 7 | <p>Treasurer's Report:</p> <p>Expenses for P&F are being miscoded and not approved by P&F for payment. The procedure isn't being followed and Claire doesn't have visibility of our funds.</p> <p>Michelle and Claire to meet with Will to discuss.</p> <p>If P&F doesn't have visibility of finances/expenses then we cannot report back to the committee or the board.</p> <p>Claire has drafted a budget for 2024. Claire listed the items for 2024. All agreed to the proposed budget being presented to FRAC.</p> <p>Lauren will draft a form for teacher's wishlist.</p> <p>No golden time expenses allocated to P&F in 2023.</p> |
| 8 | <p>General Business</p> <ul style="list-style-type: none"> • Canteen – Can parents update Qkr! for dietary requirements? Kylie said that Qkr can be updated. • Water Bottle Carriers – request for 2-3 carriers, @\$30-\$35 each. Agreed to purchase 4 carriers. Michelle to look into options and pricing. <p>Meeting Closed at 9.00pm</p> |
| 9 | <p>Next Meeting – Monday 6 November 2023</p> |



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Action Items

| No | Description | Responsible | Date |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------|----------|
| 1 | Carols Evening Lauren to present format to teachers. | Lauren | 19/10/23 |
| 2 | End of Year Fun Day Michelle and Will to confirm situation with insurance in relation to inflatables. Kylie to discuss alternative options for children with allergies with families. | Michelle/Will Kylie | 6/11/23 |
| 3 | MOT Kylie to contact Baker Boys for muffin pricing | Kylie | 6/11/23 |
| 4 | Nature Play Contact Climbing Tree regarding removal of slide. Michelle to discuss next steps with Will. Michelle to get contact details for 2 nd quote from Tanya. | Lauren/Sarah Michelle Michelle | Ongoing |
| 5 | Teacher's Wishlist GGOSH/School vests – Michelle to look at options/quotes for zipper vests online. | Michelle | Ongoing |
| 6 | GGLPS Website Stephen to add term dates to website | Stephen | 6/11/23 |
| 7 | 3D Printer – can plastics be re-used/recycled | Lauren | 6/11/23 |
| 8 | Pen Licence – to be handed out to students that missed out | Lauren | 6/11/23 |
| 9 | Finance Michelle and Claire to meet with Will Lauren to draft a Teacher's Wishlist form. | Michelle/Claire Lauren | 6/11/23 |
| 10 | Canteen Qkr! to be updated with option to add dietary requirements. | Kylie | 6/11/23 |
| 11 | Water Bottle Carriers Michelle to look at options and pricing for 4 carriers. | Michelle | 06/11/23 |