



## The Gap State High School Parents' and Citizens' Association

### General Meeting Agenda

Details: 7.30 pm Monday 9 October 2017 in the Staff Common Room (upper A Block)

### **Opening** - Meeting opened at 7:32

**Attendance** – Greg Walters, Tammie Rankin, Andy Stokes, Darren McGregor, Penni Davidson, David Nichols, Leigh Passfield, Steven Kenway, Wendy Mahbubani, Steven Toomey.

**Apologies** – Debbie McNamara, Gayle Walters, Jane Grant.

Ratification of minutes of previous meeting ([11 September 2017](#))

Motion: That the minutes of the previous GM held be accepted as a true record

Moved: Steven Kenway

Second: Wendy Mahbubani

Not/Carried: Carried

### Business arising from the minutes

1. Stocktaking and POS system
2. Greg will work with facilities management to come up with an idea and clarify rules. This may include the provision of lockable facilities in the kiosk to help with security.
3. Darren McGregor will check about the bollard lock near kiosk.

That no business was arising

Moved:

Second:

Not/Carried

### Correspondence In

- Margaret Leary P&C QLD invite to Metro Area meeting:

### Correspondence out

- Letter when to Bunnings
- Marsh Insurance Form submitted for Ping Pong Night (Friday 27 October) and the Gap Ninja Warrior (Friday 3 October).

Motion: That correspondence be accepted

Moved: Steven Kenway

Second: Penni Davidson

Not/Carried: Carried

### Business arising from the correspondence

Motion: That business arising from correspondence be accepted/That no business from correspondence arose.

Moved:

Second:

Not/Carried

Petition made to P&C by ~7 students, (year 7) with 450 signatures indicating that amend the clothing rule who wear sports uniform for Goals/HPE to remain in that uniform for the remainder of the day and remove the requirement to bring two sets of uniforms to school. Suggestion made that perhaps only one change per day. Question was asked as to which grades this should this apply to as many people from different grades signed it. On PE or goals day or GOALS day then come in sports uniform and leave in sports uniform.

Noted: that the P&C supports the concept in general (shared responsibility with the teachers). The students will meet with the school who will bring back a recommendation to the P&C for their co-endorsement.

### Treasurer's Report – Greg Walters

- Only 2 weeks of possible sales in September which were further affected by Year 10 camp and senior exam block.
- Monthly supplier payments made in September for August purchases, of which there was a full five weeks of trading.
- Payroll for September included one week of August wages. Also overtime payments for catering were made in September and these related invoices to the school have not yet been paid (just over \$1,000).
- SSWAG BBQ Fundraiser shows expenses only as Sara has yet to reconcile and bank the takings.
- There was a donation made to the school from POPARTS (\$,2384.50) for Film & TV headphones and audio accessories.
- Workers Compensation annual premium was paid in September.
- [Read September report here.](#)

"That the Treasurer's report be received"

Moved: Greg Walters

Second:

Not/Carried Carried

### Principal's Report – Anne McLauchlan

- [Read the report here](#)

Enrolment summary (2020 projection is for 1700 students), New Senior Learning Centre (STEM) Building update discussed, Attendance target at 97% tracking at 93%. Likely next meeting for the P&C will be in the new Art building. School fence and neighbours access discussed. Several excursions also noted.

“Flourishing” community word in “strategic Plan” aimed to link into Seligmann report. Noted that “engaged”, or “collaborative” community is a critical part of the school..

Motion: Move to support the excursion as per the principles report.

Moved: Greg Walters

Seconded: Penni Davidson

Not/Carried Carried

Motion: “That the Principal’s report be received”

Moved: Anne McLauchlan

Second: Andy Stokes

Not/Carried Carried

New STEM Building...will it be carbon neutral raised, air-conditioned. Will be fortnightly meetings with architect and project management. Two proposed locations for the building (one at the front and one at the back). At the front some noise buffering, double glazing etc may be required if it is located there. Plans tabled.

Motion: Moved that Andy Stokes represent the P&C in the design.

Moved: Greg Walters

Seconded: Greg Walters

Not/Carried Carried

## Subcommittee Reports

### POPARTS

There is no material update to provide from POPARTS as we are busy preparing for TULA which I reported at the last meeting. We have a POPARTS meeting tomorrow night & then I am in the school 3 nights next week.

### SHAPE

No report from SHAPE.

### Chaplin report

- Have opened the chaplaincy room, giving students access to microwave, sandwich toaster and a kettle for 2 minute noodles at lunch time
- Performed a stocktake and organised the resources currently in the chaplaincy room.
- Given a Free BBQ for the QCS students
- Held a Kick Back Lunchtime Session: Live Music, BBQ and sno-cones.
- Organised the collection Operation Christmas Child
- Painted with students who have needed time de-stressing

- Used the pool table as a way to break down barriers
- Have organised the beginnings of the Inaugural Gap State High Pool Tournament for the outgoing Yr 12s
- Attending a Yr 10 camp on a sailing ship
- And perhaps most importantly of all met with dozens of students on a one on one basis to talk through life, religion, friendships, sexuality and any number of other social, emotional and spiritual issues teenagers face.

[Read it here](#)

## General Business

### IEWP - Inclusive Education Working Party Tammy

The purpose of the IEWP would be to oversee the implementation of the 17 recommendations of the Queensland Disability Review Report, most of which have been assigned 'immediate' status. After recent informal discussions with members of the school community, an obvious need has arisen for a differentiation between a Parent Support Group (IEPEG) and a School Advisory Group (IEWP). These comments, as well as your own, reflect the strong need for these two groups to be kept quite separate.

Tammy noted that a working group may have challenges proceeding. Tammy is interested in the 17 recommendations in particular. Discuss that moving forward with parents discussing, as this is the only structure we can use as a P&C. What do parents want. Gives a common voice.

### Update of POS system for Uniform Shop

Verbal report from Greg - all going well. Practised loading inventory into the system. Have to get some fundamentals sorted out. Cash sales working ok, credit cards will take a little longer. SHAPE POS is up and running. Have budget approval. Will order soon (with Office Works).

Wifi - Not possible to login to the school system.

### Stationery shop plan for 2018 - Wendy Mahbubani

Please also find [attached a costing sheet](#). The Gap Newsagent are generally the most competitive of all suppliers but I've asked them to go back and review their pricing on some items so we should see a small saving on the listed prices in this attachment.

Decisions and considerations:

1. [Confirm stationery form](#) is okay to send to school as final copy or suggest amendments - Rex wants to get this out to parents asap.
2. Confirm if P&C want to purchase any backpacks in advance (Cartons of 15pcs) . Harlequin have advised that they can delay invoicing for us until first week of December.
3. Decide where P&C want to set up stationery sales desk on Information night e.g hall, admin common room etc. - I think we should aim to be very central to the other

activities happening that night so that we can capture the largest audience. From previous experience - can someone suggest a preferred location?

4. Communications on website/newsletter for example do we want to open up backpack sales to the rest of the school through the uniform shop or will this be an administrative burden?
5. Do we offer any other avenues to order the stationery pack IF parents can't make the information night? If so, who will volunteer to handle this admin and distribution?
6. Can we get the "Bookshop" link updated on the school website <https://thegapshs.eq.edu.au/Facilities/Bookshop/Pages/Bookshop.aspx> to remove old pricing and hours and just make it a link for "Y7 Stationery List" or alternatively remove the link altogether?

In the meantime I am in contact with Abacus and supermarkets to get the best pricing on the calculators and tissues but neither of these will affect the sales prices.

Mental Maths text books taken off the list.

P&C agreement to send the form to Rex Bertrand. Has to be sent by the School to Rex.....Wendy will send the information to Ann. Backpack (with i-pad) will be added to the school (no logo).

Motion: Purchase 30 backpacks ~\$1680.

Moved: Wendy

Seconded: Penni

Not Carried/Carried Carried

Tuckshop

- Sports hall ordering discussed.
- Also I'm looking for a new fruit and veg supplier as QFS are no longer doing it. Will pass on the quotes once I have them.
- Wondering about extending space to use stationery store area - doing some record days - business is picking up.

Uniform shop purchase request

Please find attached the suggested order for Jumpers for the next school year.

The manufacturer has requested that we place an order for jumpers by the end of October, as they need to dye the wool etc. The delivery will be by the end of March. We will only stock the quantities that we need, the rest will remain in John Ellingsen's warehouse until we need them.

[Order details](#)

Motion: Purchase of Jumpers (\$8,100) is approved.

Moved: Andy Stokes

Seconded: Greg Walters

Carried/Not Carried Carried

### Girls Uniforms

Note: GSHS girls came into P&C's Queensland. The girls like the black pants (there is already skorts).

Note: if we add uniform (such as grey trousers), then that is phased in slowly. If we remove an item, then the existing stock is still valid for ~2 years as uniform.

Note: The P&C viewed the stock and supports the information gathered to date for grey trousers. We look forward.

### Activities program

Noted that the two activities planned (Ping Pong (27 October) and Ninja Night (3 November)) are being communicated through Facebook, Twitter, School Newsletter, Student News, Flier, and events calendar. Email will also go out. email to all parents who have registered on the "parental engagement form".

Motion: To support seed funding of up to \$500 for the Gap Ninja Warrior.

Moved: Steven Kenway

Second: Darren McGregor

Not/Carried Carried

### Refurbish Sports Area steps

Improve/paint etc - Dave. Judy Iles has information. Job was started by not finished.

Noted support for fixing the stairs. Noted that fencing and retaining wall also will be upgraded. Good to identify all the things. Noted that school council has a role in the 5 year plan too.

Close meeting - 8:45pm