



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

<p>Meeting Minutes 16 July 2018 at 7:00pm TGSHS Admin Building</p>		
<p>Meeting opened: 7:00pm</p> <p>Attendees: Terri Bainbridge, Penni Davidson, Andrew Hammonds, Rob Lucas, Wendy Mahbubani, Anne McLauchlan, Debbie McNamara, Dean Musco, Leigh Passfield, Donna Philips, Julie Rowe, Susan Verzar, Greg Walters</p> <p>Apologies: Andy Davey, Trish Dunn, Judy Ives, Steven Kenway, David Nichols, Gayle Walters</p>		
<b>MOTION</b>	<b>BUSINESS RAISED</b>	<b>ACTION</b>
<b>Confirmation of the minutes of the previous general meeting</b>		
18.7.1	<p>View 11 June 2018 minutes here (attached to email)</p> <p>Motion: “That the minutes of the previous general meeting (with the amendment of adding Penni Davidson as an apology) be accepted as a true record.”</p> <p>Moved: Dean Musco Seconded: Greg Walters CARRIED</p>	<p>Wendy Mahbubani to update June minutes and publish.</p>
<b>Business arising from the minutes of the previous general meeting</b>		
	<p><b>P&amp;C timetable for Executive Committee to review 2016-2021 P&amp;C Strategic Directions</b> - The committee agreed to review the current school plan and evaluate which projects the P&amp;C should consider fundraising/contributing towards. This review will take place at the end of July.</p> <p><b>Executive Committee review of current representative students policy and suggestions for the general committee</b> – The committee discussed both the individual and group policy. Some clarity was added to the current individual policy but no clear solution was established for groups. It was agreed that a representative from POPARTS and SHAPE should be invited to meet with the Executive to discuss the proposed policy to ensure that it adequately covers representative students from sporting, the arts and</p>	<p>Executive Committee to meet at the end of July and report back to the committee at the next meeting.</p> <p>Contact SHAPE and POPARTS to arrange a meeting with the Executive Committee.</p>

18.7.2	<p>academic areas.</p> <p><b>Judy Ives - update on order of separate keys for sports hall kiosk.</b> The committee were advised that this has happened.</p> <p><b>Judy Ives – tuckshop extension quotation/plans to be prepared for works commencing during the September 2018 holidays.</b> It was highlighted that getting suppliers to prepare a quote and do the work continues to be a challenge.</p> <p><b>School Uniform - New shorts order and supplier recommendation.</b></p> <p>The new shorts order was agreed as timely given the updated policy coming out from the Department of Education requiring all state schools to offer provision for female students to wear shorts. It was also noted that the policy made reference to parents accepting and following uniform policies of state schools. It was re-iterated that TGSHS has always had provision for any students wishing to wear the current shorts/ trousers however due to the fit of these items, they were not always appropriate to some students.</p> <p>A comparison chart of three potential suppliers was presented. Trutex, preferred sample from the Uniform Working Group (UWG), was recommended (by the Executive Committee) as the new supplier for the shorts. This recommendation was based on the minimum order amount, UWG preference and the opportunity to try a new supplier.</p> <p>It was proposed that we place the minimum order of 50pcs across all sizes and set up a pre-order service to ensure all students who want to order shorts can receive them in time for the 2019 school year.</p> <p>Motion: “That the P&amp;C order 50pcs of new shorts from Trutex (with an allowance of \$2,000) and set up a pre-order system for any additional orders for shorts and trousers”</p> <p>Moved: Wendy Mahbubani  Seconded: Penni Davidson  CARRIED</p> <p><b>Uniform Working Group – report and policy</b></p>	<p>David/Trish Dunn to confirm receipt.</p> <p>Executive Committee to follow up.</p> <p>Wendy Mahbubani to liaise with Uniform Shop to place order and arrange for samples.</p> <p>Wendy Mahbubani to</p>
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18.7.3	<p><b>updates.</b> The UWG have submitted a report and draft policy for comment.</p> <p><b>Y7 Stationery list update – proposal to switch to new supplier and ordering system.</b> A further update was provided on the Officeworks offering. The lack of fundraising opportunity was noted as the essential drawback in considering this supplier. As OfficeMax is a Department of Education sanctioned supplier with a Contract/Standing Order Arrangement it was agreed that no further quotes were necessary.</p> <p>Motion: “That we pursue the OfficeMax offer to supply Year 7 and Year 8 stationery lists online.”</p> <p>Moved: Wendy Mahbubani Seconded: Terri Bainbridge CARRIED</p>	<p>send to P&amp;C members with a one-week deadline for comments/feedback.</p> <p>Wendy Mahbubani to follow up with Carolyn Speers and OfficeMax.</p>
<b>Correspondence received since the previous general meeting, inward and outward</b>		
	<a href="#">A register of correspondence is provided here</a>	
<b>Business arising from the correspondence</b>		
	<p>Share the Dignity August Pads and Tampons Drive – it was advised that the previous school contact for this charity drive was a student. Anne McLauchlan advised the correspondence could be forwarded to Sheridan Cash (Growth HoD) to gauge any interest from students.</p>	<p>Wendy Mahbubani to forward email on to Sheridan Cash.</p>
<b>P&amp;C Executive Meeting summary</b>		
	<p>Meeting held on 15 July 2018. Business discussed at this meeting is covered elsewhere in these General Meeting Minutes.</p>	
<b>Treasurer’s Report - Greg Walters</b>		
18.7.4	<p>View June report here (attached to email)</p> <p>Motion: “That the Treasurer’s Report be accepted.”</p> <p>Moved: Greg Walters Seconded: Andrew Hammonds CARRIED</p>	
<b>Principal’s Report - Anne McLauchlan</b>		
	View report here (attached to email)	

	<p>The principal's report was noted.</p> <p>The committee were introduced to and welcomed the New Deputy Principal – Julie Rowe.</p> <p>QCE Update – Rob Lucas gave an update on the new QCE system and ATAR.</p>	
<b>New Sexuality and Gender Support Group</b>		
	<p>A student representative highlighted their plan for a new Sexuality and Gender Support Group at TGSHS. This will be a LGBTQIA+ open club for support of fellow students. The group has Chaplain and teacher support.</p> <p>Some concern was raised that the issues raised by students attending this group may be more complex than can be supported by their peers. It was advised that the Chaplain has volunteered to support the group for students dealing with more complex issues.</p> <p>Some members expressed their support for the group with a view to assisting these students through what can be a difficult time. It was noted that there is a definite need for a peer support group of this kind.</p> <p>It was suggested that a communication should go in the newsletter regarding regular support group meetings together with some useful links for parents of LGBTQIA+ students.</p> <p>It was also advised that re-badging some bathrooms in the school for gender-neutral students is underway.</p>	
<b>Subcommittee Report – POPARTS</b>		
	<p>No report received</p> <p>It was advised that two contributions were approved for the Film and TV Department for \$1800. It was noted that the canteens for recent arts events made some profit however they do not bring in significant funds. POPARTS are viewing the canteens more as supporting events rather than big fundraisers. Events and how these tie in with curriculum changes were mentioned. POPARTS are looking at new events going forward rather than recycling some of the previous year's activities.</p>	<p>Debbie McNamara to send through last two POPARTS meeting's minutes.</p>

18.7.5	Motion: "That the POPARTS sub-committee report be accepted." Move: Debbie MacNamara Seconded: Penni Davidson CARRIED	
<b>Subcommittee Report – SHAPE</b>		
	No report received	
<b>Student and Staff Wellbeing Action Group (SSWAG) Update</b>		
	No report received	
<b>Uniform Working Group (UWG) Update</b>		
	See update under "Business arising from the minutes of the previous general meeting"	
<b>Activities 4 Activities</b>		
	Insurance update – the A4A group is currently looking at it an alternative insurance provider.	
<b>PEG Insurance</b>		
	<p>Terri Bainbridge highlighted the PEG’s frustration with obtaining insurance cover from Marsh as they are meeting at Ithaca State School and not TGSHS.</p> <p>It was mentioned that Marsh would be viewing the PEG differently as they are not a sub-committee.</p> <p>There was some discussion around the PEG not fund raising and therefore not termed as a P&amp;C activity from an insurance perspective.</p> <p>Terri argued that they are very much a P&amp;C activity as outlined in the constitution.</p> <p>A query regarding the PEG meeting at TGSHS was raised but it was noted that there are several logistical considerations with this arrangement.</p> <p>It was advised that Marsh is contacting P&amp;Cs Qld and we will follow up to see what the outcome of this discussion is.</p>	Executive Committee to come back to PEG with an update.
<b>Facilities &amp; Grounds Working Group (FGWG)</b>		
	No report received	

<p>18.7.6</p>	<p>Leigh Passfied advised that she will attend the upcoming roundtable with Kate Jones to look at the possibility of TGSHS getting funding for the Masterplan with Education Queensland.</p> <p>Andrew Hammonds had three proposals:</p> <ul style="list-style-type: none"> <li>• A survey of students and staff to ascertain what they like and don't like about the school grounds.</li> <li>• A pop up coffee van in front of the science block whereby the P&amp;C would receive rental income.</li> <li>• The recruitment of a group of students/teachers who would participate and be involved in the school grounds development consultation process.</li> </ul> <p>It was suggested that Andrew come back to the P&amp;C with a list of survey questions and speak to school about possibility of students running the survey. The survey response rate could be Incentivised with a tuckshop voucher. The school advised that they can administer the survey.</p> <p>Motion: "That Andrew investigates the feasibility of a coffee van at the front of the school."  Moved: Penni Davidson  Seconded: Dean Musco  CARRIED</p>	
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**General Business**

	<p><b>School uniform standards</b> - General feedback on slipping school uniform standards was noted. It was mentioned that a natural time to re-establish standards would be with the roll out of the updated uniform policy.</p> <p><b>Honours applications</b> – A query regarding out of catchment enrolments was raised.</p> <p>The Principal advised that honours application decisions are data driven from NAPLAN results and report cards. Last year there were more in catchment honours students than out of catchment. This year there are more out of catchment students than in catchment students. There is a set number of students that can be enrolled in the honours programme.</p>	
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18.7.7	<p>Concerns were raised over losing academic students honours kids to other schools.</p> <p>It was clarified that there the Enrolment Management Plan is the policy behind the honours programme.</p> <p>Questions were raised with regards to assessment and evaluation the Honours programme. It was agreed that is it time to review what it the honours stands for and how effective it is.</p> <p><b>P&amp;C Qld State Conference (7 &amp; 8 September 2018) -</b>  Penni Davidson urged the committee to consider attending the conference in Brisbane. She mentioned that this year the invitation has been extended to include school principals and that there will be a focus on talking about community engagement. 2 August is the cut off for enrolments.</p> <p>Motion: "That we take registrations for up to 5 x 2 day tickets for a maximum expenditure of \$1,000"  Moved: Greg Walters  Seconded: Dean Musco  CARRIED</p>	
<b>Registration of new members</b>		
	None	
<b>Other business</b>		
	None	
Meeting closed at 9:25pm  <b>NEXT MEETING: 13 August 2018, 7:00pm. Venue: upstairs administration building</b>		

Signed:  Wendy Mahbubani (Secretary)	Date: 12 November 2018
Signed:  Leigh Passfield (Acting President)	Date: 12 November 2018