



The Gap State High School Parents' and Citizens' Association

DRAFT General Meeting Minutes
 12 November 2018 at 7:00pm
 TGSHS Library

Meeting opened: 7:00pm

Attendees: Terri Bainbridge, Lynette Brough, Andy Davey, Penni Davidson, David Dunn, Trish, Dunn, Janelle Grace, Karen Hamilton, Judy Ives, Martin Kammann, Steve Kenway, Flick Kingsley, Karen Lovelace, Wendy Mahbubani, Rachel McLaren, Anne McLauchlan, Leigh Passfield, Scott Spence, Andy Stokes, Steven Toomey, Greg Walters, Dorothy Young
 Apologies: David Nichols, Gayle Walters

MOTION	BUSINESS RAISED	ACTION
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Confirmation of the minutes of the previous general meeting

18.11.1	<p><u>View 10 September 2018 minutes here</u></p> <p>Motion: "That the minutes of the previous general meeting be accepted as a true record."</p> <p>Moved: Terri Bainbridge Seconded: Greg Walters CARRIED</p>	<p>Wendy Mahbubani to publish September minutes.</p>
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Business arising from the minutes of the previous general meeting

	<p>Representative students policy update – pending school response on "school supported activities"</p> <p>Coffee shop trial update – a lot of high schools have coffee shops making money for the P&C. Ready to open at the start of next term. Running with QRoaster who have offered us a machine at no cost for 10 weeks and will supply beans. Formally advertising barista position in next few weeks although someone has already expressed interest.</p> <p>JA Robertson was discussed again as a possible preferred location for the coffee shop. Passing trade thought to be better. Students drinking coffee was discussed but it was mentioned that Gap State High children are already drinking these items outside of school, other high schools are selling hot beverages to children within their school, and this is a trial to see if the we can bring that trade into the our school.</p>	<p>Definition of what is school supported to be provided by Anne McLauchlan</p>
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	Feedback can be gathered during the trial period and communication regarding coffee shop comments/observations was encouraged from all members.	
Correspondence received since the previous general meeting, inward and outward		
	A register of correspondence is provided here	
Business arising from the correspondence		
	<p>President and Vice President resignation emails were read to the committee.</p> <p>It was advised that Jane Grant, the current P&C book-keeper has tendered her resignation. We thank Jane for all her hard work and make a special note that Jane offered much more to the P&C beyond her initial role.</p> <p>Student Resource Scheme parent follow up is covered under general business.</p> <p>Daniel Bevis – setting up Alumni Association. The Bevis family has a long association with TGSHS. Daniel is looking at costs etc. of setting up an Association.</p>	Leigh Passfield will speak to the School Council on Wednesday night.
P&C Executive Meeting summary		
	<p>New Online Booking System for Uniform Shop – supported by Sabre Technologies (David and Trish Dunn) has been established a website for the P&C. We also looked at a preliminary secure online ordering site.</p> <p>Chaplaincy funding will be held off to next year.</p> <p>Volleyball donation \$3,000 – covered under Treasurer’s report.</p> <p>Feedback from school re donations – what went where in 2018? for assessment of where P&C funds are needed/best placed for 2019 budget planning.</p>	
Treasurer’s Report - Greg Walters		
18.11.2	<p>View September report here View October report here</p> <p>Motion: “That due to the introduction of Container Deposit Scheme, all vendor costs will be passed through and reflected in pricing where it is not possible</p>	

18.11.3	<p>to avoid incurring costs from adjusted purchasing practices for the remainder of 2018.”</p> <p>Moved: Greg Walters Seconded: Andy Stokes CARRIED</p> <p>Dorothy Young will look into container recycling.</p> <p>Motion: “That the Uniform Shop place an order for music uniform for up to \$6,000.”</p>	Dorothy Young to talk to Leigh Passfield
18.11.4	<p>Moved: Greg Walters Seconded: Martin Kammann CARRIED</p> <p>Motion: “That we allocate \$1,000 as seed funding for the trial of the coffee shop.”</p>	
18.11.5	<p>Moved: Greg Walters Seconded: David Dunn CARRIED</p> <p>Motion:” That we donate \$3,000 to the school for the Melbourne Volleyball trip.”</p>	
18.11.6	<p>A query was raised on figures for SHAPE equity/Melbourne Volleyball fundraising.</p> <p>Motion: “That the September and October Treasurer’s Reports be accepted noting a discussion with SHAPE needed to clarify the figures.”</p>	Greg Walters to discuss figures with SHAPE.
18.11.7	<p>Moved: Greg Walters Seconded: David Dunn CARRIED</p> <p>Anne McLauchlan asked if seed funding was available for next year’s Musical. It was advised that funds are allocated already.</p> <p>Motion: “That the Executive be endorsed to approve up to \$5,000 be donated to the school for re-imburement of school musical expenses.”</p>	
	<p>Moved: Greg Walters Seconded: Martin Kammann CARRIED</p>	

President's Report – Leigh Passfield (Acting President)

	<p>The P&C would like to thank Mick Walsh and Dean Musco for their work on the committee.</p> <p>Leigh Passfield has attended a number of sub-committee and UWG meetings, the senior awards night (see attached speech), sports night where special mention from the school was given to David and Trish Dunn for their ongoing support to the school. In addition, the TULA Festival and art show have been held this term and it was noted that more promotion of these events was needed to showcase the very strong talent at our school.</p> <p>Leigh Passfield would like to talk to new year 7 parents at the information evening on 4 December to explain sub-committees including SSWAG. Trish Dunn</p> <p>Special thanks were extended to the existing Executive Committee, P&C sub-committees (particularly Debbie McNamara, Trish and David Dunn who have been very supportive during recent changes), Steve Kenway from A4A, Terri Bainbridge from PEG and Karen Hamilton from the UWG.</p> <p>Special thanks was also expressed to our staff in the uniform shop, tuckshop and our book-keeper.</p> <p>A fundraising idea similar to a recently attended Payne Road School event was suggested (orchestra and singers, \$50 per head).</p>	<p>Anne McLauchlan to advise timing for Leigh Passfield to speak to new parents.</p>
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Principal's Report - Anne McLauchlan

	<p>View report here</p> <p>The Principal's report was noted.</p> <p>Anne McLauchlan submitted an additional report/summary outlining the challenges that TGSHS has faced over the last 12 months and it was highlighted that these challenges have been very trying for the school leadership.</p> <p>A number of committee members voiced their support for the senior leadership and expressed their satisfaction with what's happening at TGSHS.</p>	
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Student and Staff Wellbeing Action Group (SSWAG) Update

	<p>View report here</p> <p>Flick has been very busy with LODL activities. Year 9 leaders are very active. Flick advised she is expecting a baby and will be taking maternity leave but that Scripture Union are hoping to arrange maternity cover.</p>	
Subcommittee Report – POPARTS		
	No report received.	
Subcommittee Report – SHAPE		
18.11.8	<p>View report here</p> <p>“That the SHAPE Subcommittee Report be accepted.” Moved: Trish Dunn Seconded: Andy Davey CARRIED</p>	
18.11.9	<p>“That the P&C confirm the purchase of 30 multi-purpose jerseys for \$1,050 and a drone for \$2,000 (for indoor use)”</p> <p>Moved: Trish Dunn Seconded: Andy Davey CARRIED</p> <p>Budget and wishlist discussed for next year.</p>	
Uniform Working Group (UWG) Update		
	<p>Newsletter updates are continuing to come from UWG. Media releases and supporting information is planned in the near future to address the updated Uniform Policy.</p> <p>The P&C would like to thank Martin Kammann for his work on the UWG.</p> <p>A sample of the G cap was circulated (same as previous G cap but different material) and accepted by the committee.</p> <p>It was advised that alternative sports shirts are currently being investigated. Fitness class students will be trialling fabrics to assess for comfort.</p> <p>In addition, the UWG are looking at the bucket hat and a V neck sloppy joe (fleecy style jumper). Minor tweaks to the girls’ uniform are being made, namely girls blouse facing to be extended and fabric</p>	

	slightly thicker (same as the boys' shirts) and skirt/skort pleats – increase sewing to ease ironing and allow the garment to hold shape.	
Activities 4 Activities		
18.11.10	View report here. View strategic meeting minutes here <p>Motion: “That the P&C approve the draft program of activities from A4A for 2019, so that venues, insurance, Trybooking links and marketing materials can be prepared now.”</p> <p>Moved: Steve Kenway Seconded: Penni Davison CARRIED</p>	
18.11.11	<p>Motion: “That a provisional float for \$200 be assigned for A4A activities.”</p> <p>Moved: Steve Kenway Seconded: David Dunn CARRIED</p>	
Facilities & Grounds Working Group (FGWG)		
18.11.12	View report here. <p>Motion: “That Andrew Hammonds approach EQ and Placescore to ask if they are interested in running a survey related to grounds.”</p> <p>Moved: Scott Spence Seconded: Andy Davey CARRIED</p>	
18.11.13	<p>Motion: “That the P&C support the concept of a pop-up engagement stall with a budget of up to \$1,000 with a budget submitted to the Executive Committee to approve prior to the next meeting.”</p> <p>Moved: Andrew Hammonds Seconded: Scott Spence CARRIED</p>	
General Business		
	Family Zone feedback (see attached summary) – big difference in attitudes. Since the presentation and request for parent feedback, Queensland Cyberbullying Taskforce has come up with 16	

18.11.14	<p>recommendations which the Department of Education is to investigate. While we wait to hear back on these recommendations, the school is going to help parents navigate through controls that Apple are providing.</p> <p>Student Resource Scheme details were tabled at the meeting. An objection was raised regarding the cost of the student resource scheme. The majority of the the committee thought the price was cheaper than sourcing independently particularly when time to arrange all these resources was considered.</p> <p>It was re-iterated that this is a voluntary scheme and parents have free choice to opt out or in.</p> <p>It was noted that parents opting out need to find the same resources and obtain the right licences to ensure their child is not hindered in their learning.</p> <p>Motion: "That the P&C endorse the 2019 Student Resource Scheme"</p> <p>Moved: Andy Davey Seconded: Scott Spence Abstentions: Anne McLauchlan, Greg Walters CARRIED</p> <p>PEG Update – PEG continue to have a positive turnout to meetings and recently held a Y7 morning tea to introduce new families to PEG activities.</p>	
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Registration of new members		
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Other business		
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Meeting closed at 10:01pm

NEXT MEETING: 11 February 2019, 7:00pm. Venue: TGSHS Library

Signed:	
Wendy Mahbubani (Secretary)	Date: 11 February 2019
Signed:	

Leigh Passfield (Acting President)

Date: 11 February 2019