



The Gap State High School Parents' and Citizens' Association

General Meeting Minutes
 04 April 2019 at 7:00pm
 TGSHS Library

Meeting opened: 7:13pm

Attendees: Scott Spence, Martin Kammann, Penni Davidson, Janelle Grace, Tracy Fulwood, Trish Dunn, David Dunn, Rolland Mollison, Dorothy Young, Leigh Passfield, Greg Walters, Anne McLauchlan, David Nichols, Teresa Hawke

Apologies: Gayle Walters, Tracy Hall, Terri Bainbridge, Steve Kenway

MOTION	BUSINESS RAISED	ACTION
Confirmation of the minutes of the previous general meeting		
19.04.1	<p>View 11 March 2019 meeting minutes here</p> <p>Motion: "That the minutes of the previous general meeting be accepted as a true record."</p> <p>Moved: David Seconded: Teresa CARRIED</p>	Secretary to publish March minutes.
Business arising from the minutes of the previous general meeting		
19.04.2	<p>Financial Assistance Policy – feedback from school received. Policy update pending consideration.</p> <p>Review of Coffee shop- still in negotiation for another term of use for free for the coffee machine, will cover in business reports.</p> <p>Executive position Secretary of P&C. David Dunn self-nominated for the role.</p> <p>Motion: That we accept David Dunn as P&C Secretary Moved: David Dunn Seconded: Dot (Dorothy) Carried</p> <p>Blue card changes - Staff who do not already possess Blue cards are not able to start work until it is issued.</p>	Bring final policy draft to P&C at May meeting

Correspondence received since the previous general meeting, inward and outward		
	A register of correspondence is provided here	
Business arising from the correspondence		
	None	
P&C Executive Meeting summary		
19.04.2	<p>Secretary needed. Code of conduct/ conflict of interest Opinion from P&C Qld (Katrina Anderson is a double bodged employee of EQ and P&Cs Qld) under 13.1.7 of the constitution Martin can not make payments to his wife or be a part of any discussion about performance/ changes of hours etc of any of the P&C businesses as his wife works for both the Uniform Shop and Tuckshop. As a result he will not be a signatory on the account.</p> <p>Motion: That the P&C is aware of and accepts the conditions that Martin has as a Vice President.</p> <p>Move Greg Seconded David N Carried</p>	None
Treasurer's Report - Greg Walters		
19.04.3	<p>View March report here</p> <p>Motion: "That the Treasurer's Report be accepted." Moved: Greg Seconded: Rowland CARRIED</p>	

President's Report – Leigh Passfield

<p>19.04.4</p>	<p>Thank you to David Dunn for stepping up to the Secretary role, the Executive have been floundering a bit without a functioning Secretary. Clarification around conflicts of interest has taken some time this month For the Open Day next year we need an up to date data base, ours is going out of date, and accessing volunteers for this event were scarce. Thank you Greg for performing as Secretary this month, it was beyond his calling to put all of the emails into the group email for this unusual early meeting. Thanks you to Andrew Hammond for the pop up stall, as well as his colleague Kathy, in a 2x ½ hour sessions they had 810/1500 students participate, and set a new benchmark for student engagement. The ideas the students added to the idea board has now been collated for the next popup stall. Students are very keen to engage in fundraising, thanks also to Steve Toomy for the skateboard.</p> <p>Motion: "That the President's Report be accepted." Moved: David D Seconded: Greg CARRIED</p>	
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Principal's Report - Anne McLauchlan

<p>19.04.5</p>	<p>Student Privilege Policy can be found here</p> <p>The point of this policy is to encourage students to behave in a way that enables them to participate in the 'good things' that being a part of the student body can provide. It is designed to encourage good behavior, perhaps find a student who is otherwise slipping though the cracks and enable conversations before a crisis. Students can already obtain uniform passes, and late slips, this is now being attended by Deputy Principals. The policy is intended as a carrot rather than a stick.</p> <p>Motion that the P&C ratifies that Student Privilege Policy of TGSHS for trial in Semester 2 2019. Moved Anne Seconded David D</p> <p>Against: Scott CARRIED</p>	
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Subcommittee Report – PEG

	24 April there is an NDIS Information session Great engagement this year from many parents and staff	
Subcommittee Report – POPARTS		
	Nil	
Subcommittee Report – SHAPE		
19.04.6	<p>Cross country 26/4 BBQ need volunteers Candidate Julian Simmons has donated sausages and BBQ (but in the case of election there can be no advertising on site) Colour run will occur at the end of the cross country PVL (Premier Volleyball League) has started last weekend, about ½ the dates of last year, and the mix of attendees is different, there is only one Men’s club day. There is one outstanding invoice to the school for the swimming carnival A quote for the painting of the bleachers of \$32k- looking for a grant writer for this</p> <p>The HPE and FTM Departments have been looking for a drone, and the Dunn’s have sourced one for \$1900, including extended battery packs and storage bags.</p> <p>Motion: That the P&C approve the purchase of a drone for HPE and FTM departments as per budget Moved Trish Seconded Dot CARRIED</p>	
Business Unit Reports		
	<p>Tuckshop – Teachers are not turning up to supervision duty. There are some changes to beverage choices next term, a new winter menu is under development. The wall behind the oven is peeling A third till is needed, and another warmer is needed, and more space is required in the cold storage.</p> <p>Uniform Shop Open evening was a success, They are working on getting bar codes and scanners</p>	

	<p>going for June's rush on Jumpers Space is needed, old stock is taking up space, and need to be removed. There was a delay with the music uniforms which came in at the last minute for open day.</p> <p>Coffee shop On the books the loss is \$\$\$3590, but the school has agreed to reimburse \$2088 for plumbing making the loss \$1502.00 Recommendations that the shop close on Monday's And open 730-12 (after first break allowing cleanup time) 4-8 hospitality students will work in the shop.</p> <p>Questions asked about marketing to student and staff bodies, if on line ordering or delivery was in place, (perhaps 9-11 delivery to classrooms might be possible?) They have had enquiries for 30 coffees from one teacher to others Arguments that \$1500 was enough of a loss, that it is hard work to make \$1500 in fundraising. questions if a volunteer should take this position, but it needs specialist skills, and volunteers can be unreliable.</p>	
19.04. 7	<p>Motion: that the P&C agrees to pay the Convener for the first 2.5 weeks until the May meeting, and then review sales and marketing plan at this time. Moved Dot Seconded David D CARRIED</p>	
9:15	David Nichols Departs	
19.04.8	<p>Motion: that all business reports be approved Moved Tracy Seconded Dot CARRIED</p>	
9:20	Scott Spence Departs	

Uniform Working Group (UWG) Update		
	There is a survey monkey for parents, students and other interested people about the sports shirts.	
Activities 4 Activities		
19.04.9	View Charter and Hosts Guide here View 2019 Program here Up to 12 activities soon to be confirmed, Paint and Pour 2 May. Motion that the draft program, an additional \$200 insurance policy for bush woodworking and a A4A provisional float be approved Moved Greg Seconded Rowland CARRIED	
Facilities & Grounds Working Group (FGWG)		
General Business		
19.04.10	Discussion about the new regulations for Blue Cards and citizen members of the P&C, as well as staff members voting at the AGM. Anne requests that any resolution be written into the AGM Agenda. Motion: That the P&C seek advice from P&CS Qld re: employee conflict of interest and the AGM. Moved Dot Seconded Rowland CARRIED	
19.04.11	Dot brought the paperwork for a Cert 3 in Remote piloting: To fly a drone a pilots licence is required, it only takes 12 students to be able to offer the program, to give our students the ability to a skill not many other graduating students have. TGSHS year 10 students may have that opportunity through the Trade training Centre in Semester 2. Motion: that \$50k of uniforms (September Delivery) and \$5k of Fleece jackets to be received next week be approved or purchase. Moved Greg Seconded David CARRIED	

Meeting closed at 9:45pm

NEXT MEETING: 13 May 2019

Signed:

David Dunn (Secretary)

Date:

Signed:

Leigh Passfield (President)

Date: