



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

General Meeting Minutes 11 November 2019 at 7:00pm TGSHS Library		
Meeting opened: 7:03pm		
Attendees:, Penni Davidson, Janelle Grace, Trish Dunn, David Dunn, Terri Bainbridge, Leigh Passfield, Greg Walters , Anne McLauchlan, Andrew Hammonds, Martin Kammann Teresa Hawke, Roland Mollison, Andy Davey, Judy Ives, Camilla Carroll, Karen Hamilton, Cain Paranihi, Steve Toomey, Dorothy Young		
Apologies:.. Tracy Hall, Gayle Walters, Wendy Mahbubani, Steve Kenway, Debbie Mc Namara		
MOTION	BUSINESS RAISED	ACTION
Confirmation of the minutes of the previous general meeting		
19.11.01	View minutes 10 October 2019  Motion: "That the minutes of the previous general meeting be accepted as a true record."  (after spelling corrections and minor changes) Moved: Teresa Seconded: Janelle CARRIED	Secretary to publish October minutes.
19.11.02	Motion: "That the minutes of the previous special meeting (16/09/2019) be accepted as a true record."  Addition of attendees, and typo corrections Moved: Terri Seconded: Teresa CARRIED	
Business arising from the minutes of the previous general meeting		
	Financial Assistance Policy – <ul style="list-style-type: none"> <li>• that this is an alternate avenue for help, and there is a financial assistance need, a pre qualifier.</li> <li>• Hardship claim</li> </ul>	

<p>19.11.03</p>	<ul style="list-style-type: none"> <li>• there is financial assistance otherwise through the chaplain, fees, camps uniforms(\$5k/year)</li> <li>• not getting to people who need help- sometimes people out of work need help, but the assistance is not clear.</li> <li>• Separate item, what are the other avenues for assistance, can we list them.</li> </ul> <p>That the P&amp;C accept the Financial Assistance plan as altered</p> <p>Moved David Seconded Andrew Carried.</p> <p>Review of Coffee shop- \$1320.00 year to date profit. Coffee machine progress Leigh Q Roaster \$3k, not enough for the machine and grinder. there is an offer to keep the grinder for an increase of \$1/kg of coffee. The coffee shop uses 4-7kg/ week. We have a quote for \$2500 for a similar machine, and the contract says that they reserve the right to change. David asks if the contract was counter signed by Anne, and should the contract have come through to the P&amp;C? a clear breach of process.</p> <p>Loan agreement is not a contract to buy All new contracts must come to the P&amp;C for approval (and to the executive first)</p> <p>Motion: That the P&amp;C purchase the coffee machine and grinder for \$4110.00 +GST as per original loan agreement. Moved: David Seconded: Martin Carried.</p>	
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**Special guests Judy Ives Student Resource Scheme, and Roger BYOD**

<p>19.11.05</p>	<p>Student resource Scheme- Judy Ives As per documentation pack It is up \$10.00 per year level from last year.</p> <p>That the P&amp;C endorse the 2020 resource Scheme</p>	
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<p>19.11.06</p>	<p>Moved Terri  Seconded Greg  Carried.</p> <p>BYOD Roger (HOD Digital Technologies and Information Services)</p> <ul style="list-style-type: none"> <li>• Our School our device raising the standard for BYOD</li> <li>• Why change? Year 7-8 not fit for purpose</li> <li>• Year 9 is difficult with iPad/ Windows/ Macbook</li> <li>• BYOD is very successful and takes times to deal with problems, students don't present to IT for help. No whole of classrooms software because of privately owned devices.</li> <li>• From 2021 Year 7 school sourced computer</li> <li>• 3 year cycle (the parent will own it, it may or may not be useful)</li> <li>• all software will be installed,</li> <li>• issued in the first 2 weeks of school</li> <li>• looking at a stylus-based classes for maths and science</li> <li>• 2022 year 7,8, and 10</li> <li>• 2023 all year levels except 12</li> <li>• 2024 all year levels</li> <li>• equity program still to exist</li> <li>• 13' touch screen 2 in1 convertible and carry case, comes with accidental damage protection and 3 year warranty.</li> <li>• What about Garage band and Sibelius? Problems for music- Arts have a couple of years to find a solution.</li> <li>• 1 accident /year. Excess will apply but not sure how much</li> <li>• Youtube will not be blocked for teachers but will be for students</li> <li>• it should reduce VPN issues but the students will probably still have hot spot capabilities on their phones.</li> <li>• Normalising IT</li> <li>• SurfacePros - in terms of Distance Education/ Uni courses</li> <li>• Concerns re Windows upgrades, Office 365 backs up to where (total loss of work in the case of failure)</li> <li>• There will not be insurance for loss of item.</li> </ul> <p>Motion: That the P&amp;C have seen the BYOD device V2 2021 and have endorsed the change of direction.</p>	
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	Moved Terri Seconded Greg Carried	
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**Principal’s Report - Anne McLauchlan**

	<ul style="list-style-type: none"> <li>• As per tabled report</li> <li>• 60<sup>th</sup> Anniversary- Bush dance including a bush band, food trucks in car park and Poparts/P&amp;C to run the bar (in Tuckshop?) Friday 12 June.</li> <li>• Bus Duty Teachers Aid union would like a fence outside bus stop on Pammay St, WPHS for Teachers Aid on duty and students</li> <li>• also talking to DoT/ Council for a 40kmph zone given the increasing numbers of students</li> </ul> <p>Martin-</p> <p>There is a modified shipping container behind S block with chutes in which you can return eligible containers for cash to <i>ReturnIt</i>, who runs these containers. You will need to sign up to obtain a Scheme ID, which you can apply to bags with empty containers. The facility is equipped with a solar powered iPad and a label printer (which are not yet working, the solar panel may possibly not generate enough power, we don’t know for sure) that allows you to print the labels for the bags.</p> <p>Access to the facility for the public is outside of school hours and 7:30am – 5pm on weekends</p> <p>The school receives a rent of \$250 per term plus a bonus of \$1000/year if the number of containers collected exceeds a certain threshold.</p> <p>If a bag is placed in without ID there is no money paid to anyone.</p> <p>We plan to use bins at functions to collect empty containers for the benefit of the P&amp;C.</p>	
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**Correspondence received since the previous general meeting, inward and outward**

	Correspondence in is not updated Correspondence out- Pammay St childcare objection letter	
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**Business arising from the correspondence**

	Our submission against the Pammay St childcare-survey of students and cars was undertaken, additional	
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19.11.07	<p>children and cars would be more dangerous.</p> <p>A4A Executive- Chair Steve, David N Secretary/treasurer (needs to be clarified) not enough information to be able to move the motion.</p> <p>Motion: "That the Correspondence be accepted as a true record."</p> <p>Moved: Terri Seconded: Greg CARRIED</p>	
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**P&C Executive Meeting summary**

19.11.08	<p>Pammy Discussion coffee machine Blue Card policy document Skateboarding rack Vending machine Year 7 actions Zero/deputy Stock transcript Uniform shop hours Policies and procedures tuckshop</p> <p>Zero Accounting System- will enable Accrual Accounting, will cost an extra \$330/annum not as much time will be required by the book keeper so it should save us time and money.</p> <p>That the P&amp;C approve Xero subscription up to \$90.00 per month through Sabre, Moved Greg Seconded Martin Carried David and Trish declare a conflict of interest A move to accrual accounting will occur in the next year, as the turnover has been more than \$250,000, in line with EQ/accounting manual recommendations. Deputy- for time sheets will cost \$5/employee/month on the books, not on payroll (ie paid that month) is there a SOA, executive to check.</p>	
19.11.09	<p>Motion: To move to Deputy as a trial at a maximum of \$50/month until March 2020. Moved Greg</p>	

	<p>Seconded Terri Carried David and Trish abstained.</p>	
<b>Treasurer's Report - Greg Walters</b>		
19.11.10	<p><u><a href="#">View October report here</a></u> Motion: "That the Treasurer's Report be accepted." Moved: Greg Seconded: Andrew CARRIED</p>	
19.11.11	<p>Australian Volleyball needs to be paid, and needs to be separated in fundraising for SHAPE. Moved Greg Seconded Teresa Carried</p>	
<b>President's Report</b>		
	<ul style="list-style-type: none"> <li>• \$50k to school</li> <li>• Pammay Street report thanks to Rowland and Karen</li> <li>• Containers for change</li> </ul>	
<b>Subcommittee Report –PEG</b>		
	<p>24/10 meeting with inclusion unit for year 7 parents, (who are now relieved and informed), with Brad and Eugene? Orgnaising flyers for orientation night</p>	
<b>Subcommittee Report –POPARTS</b>		
	<p>Christmas gathering Thursday night 14/11.</p>	
<b>Subcommittee Report – SHAPE</b>		
	<p>Aimed to raise \$16k this year, raised \$8.800, have purchased drone and electronic clock Sports award night the food truck was great, people were happy Shape committee donated \$2k to that, and BOQ donated \$200 of drinks Next Wednesday 20/11 is the final meeting of the year,</p>	

19.11.12	<p>and have \$3200 left to spend.  Raffle \$1600 to volleyball teams, release of #7000 to school noted  Motion passed in Treasurer's report for the Volleyball Fundraising money held by the P&amp;C in trust be returned to the school for distribution to the students.  That the P&amp;C approves up to \$3k to underwrite the purchase of duffle bags for SIV (Special interest volleyball) students. The students will purchase these bags.  Moved Trish  Seconded Greg  Carried</p>	
19.11.13	<p>That the P&amp;C support \$3k for the teachers out of pocket costs  Moved Trish  Seconded Terri  Carried</p>	
<b>Activities 4 Activities</b>		
	<p>Christmas baking with Karen still has a couple of places.</p>	
<b>Business Unit Reports</b>		
19.11.14	<p><a href="#"><u>Business Reports for Oct 31</u></a></p> <p>Tuckshop needs refurbishing Rowland to measure Tuckshop first week of December, and Tuckshop is to use stock of ice creams and drinks 2<sup>nd</sup> week of December, not making much fresh food.</p> <p>That the Business Unit reports be accepted as submitted  Moved Roland  Seconded Janelle  Carried</p>	
<b>Facilities &amp; Grounds Working Group (FGWG)</b>		
	<p>Scooter racks should be in by Christmas.</p>	
<b>General Business</b>		
	<p>Vending machine proposal held over</p>	

19.11.15	<p>Uniform shop processing 2019 parent info evening 03December 2019.</p> <p>Year 7 meet and greet, 31 January gives another time to chat with new parents.</p> <p>Chaplaincy 6 December carols night at Church, will have food trucks Chaplain area is a chill out area, Has done meet and greets at the local Anglican Church with other chaplains And is looking at funds for local chaplains. Cain has been chaplain for 6 months, Has a PT business Has been relationship building Finding his feet and where he fits Uses pool table for those casual gatherings Helps in camps, mountain biking, basketball, coffee with Kyra and will look at starting SSWAG next year.</p> <p>Motion, that Kane and Camilla be accepted as P&amp;C members Moved David, Seconded Greg Carried.</p>	
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Meeting closed at 10:29 pm

**NEXT MEETING: 10 February 2020**

Signed:  David Dunn (Secretary)	Date:
Signed:  Leigh Passfield (President)	Date: