



The Gap State High School Parents' and Citizens' Association

General Meeting Agenda 10 August at 7:00pm TGSHS Library		
Meeting opened: 7:00pm Attendees: as per attendance book covid sheets Apologies: Becky Khan, Brie Blackmur, Fiona Judd, Rachel Grieg		
MOTION	BUSINESS RAISED	ACTION
Confirmation of the minutes of the previous general meeting		
Motion: "That the minutes of the previous general meeting be accepted as a true record." Moved: Kym Bierenbrot Seconded: Penni Davidson All accepted	Link to July 2020 minutes	July minutes published for online viewing.
Business arising from the minutes of the previous general meeting		
	None	
Treasurer's Report		
Motion: That the Treasurer's report be accepted as a true and accurate record. Moved: Ingrid Dimock Seconded: Terri Bainbridge All accepted	View report here - Year to date profit of \$90 442.38	
Principal's Report - Anne McLauchlan		
	The Principal's report presented at the meeting.	

	<p>Handout given out – in meeting folder</p> <ul style="list-style-type: none"> • Summary: Attendance of 90.8% as at 2 Aug. • Working parties have been established – TPACK, GAP time, House Structure, Indigenous team • 2020 Strategic Work • Coaching and academic tracking is important • The New Honours Program – ends at end of 2021, its more about a program not about a class. • Academic outcomes for sem 1 • Team Pulse Benchmarking <p>Question re timetable: Timetable and timings will remain in 2021 and then modification after that once investigation takes place.</p> <p>Steve Kenway spoke - Thank you to Anne and the staff for all of your hard work - all clapped”</p>	
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P&C Executive Meeting summary

	<ul style="list-style-type: none"> • Andy presented - TGSHS constitution governs all that we do. There are grey areas around inferring intent. As it stands, we are wrapped up in red tape. The exec has brought in corporate governance n user friendly terms to give us operating norms. • We have presented a series of updated/new policies • Confidentiality policy • Meeting expectations – no more than 90min. Agenda and reports out minimum 3 days before the meeting with working links. • Code of Conduct refreshed to protect against bullying and harassment • Membership Policy update around how to apply. Lots was vague and open to abuse. • Members Responsibilities Policy- created and lists what members are expected to understand around how the pnc works. 	
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	<ul style="list-style-type: none"> • Meeting Expectations – eating a meal in a meeting was included as unacceptable & will stay in policy. • Confidentiality Code was only ever just for the pnc exec and not asking to be signed by members. • Bullying and Harassment Policy - wrong one sent out. Will send the correct one next week. • Members who are excluded from another pnc cannot become a member of our pnc. We have the right to ask and then we can have another discussion if warranted. • Membership Policy – the person needs to be in the meeting when accepted. • Greg asked – can we have more time to review? See action. • Tony N – had some issues with code of conduct. Has set up a meeting with Andy & Dave. • Tree removal – Report by arborists around trees in the school. Motion in Presidents report • Meeting with Kate Jones 7 Aug – discussed E block conversion to new classrooms and not demountables. • Requested funding for admin block refurb. • She could not get involved with local issues but acknowledges pnc qld needs to look at the way & memberships as well as PandC Qld support of Pnc's. • Tuckshop - looking at figures to make improvements. Eg sports day cancelled and did double regular revenue. 	<p>Latest version to be resent. Check with Dave</p> <p>Review due for comments by Monday 7pm 17th Aug. Then exec to assess & send back out to be then read & accepted at next meeting.</p>
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Correspondence received since the previous general meeting, inward and outward

	<p>A register of correspondence is provided here</p> <p>Inward: Tammi Rankin Scott Spence</p>	
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	<p>Outgoing Correspondence</p> <ul style="list-style-type: none"> • Grace Grace • Non acceptance letter to Scott Spence sent July & 10 Aug. • NZ membership application rejected • Thank you certificate sent to Brisbane Bread Company from café 	
Business arising from the correspondence – 5 min		
<p>Motion: That the Executive to not respond to Scott Spence correspondence unless there is a legal responsibility to do so. Moved: Steve Kenway Seconded: Tony Narby</p>	<p>Scott Spence letter received 10 Aug commenting on the policies. Sent to all pnc members emails privately. Members showed discomfort at the breach of privacy.</p>	<p>Individual pnc members can respond if they feel it is needed.</p>
President’s Report – Leigh Passfield President		
	<ul style="list-style-type: none"> • Pnc is running well. We are getting Policies in place. • Working on covid restrictions with all school businesses • Feedback from zoom meetings for teacher interviews – later in day was better • New policies to have confidential for members only to be put on all documents. Action 	<p>5-10min</p> <p>Dave & Andy to include ‘confidential – for PNC members only’ to be put on all pages of new policies.</p>
Subcommittee Report - PEG		
	<p>No report as of 6 Aug -</p>	<p>5min</p>
Subcommittee Report – POPARTS		
	<p>See link –</p> <ul style="list-style-type: none"> • Investigating online steaming possibilities • Fundraising for a thermomix raffle for term 	<p>5min</p>
Subcommittee Report – SHAPE		
	<p>See link –</p> <ul style="list-style-type: none"> • Limited opportunities to fundraise due to covid. • Painting of bleachers on the oval 	<p>5min</p>

Business Unit Reports

<p>Motion: To change the girls shorts to a version with no cuffs. Moved: Andy Seconded: Greg All accepted</p> <p>Motion: Uniform shop to trade Mon to Thurs with exception of on Fridays where if an appt is needed, the shop can accommodate and so to Go back to a 4 day a week uniform shop. Moved: Dot Seconded: Greg All accepted</p> <p>Motion: Monthly reports of the business reports be accepted. Move: Dave Seconded: Andy All accepted</p>	<ol style="list-style-type: none"> 1. Tuckshop – see link <ul style="list-style-type: none"> • sports day created revenue of \$3000. Andy is working with the tuckshop on improvements. 2. Uniform Shop – see link <ul style="list-style-type: none"> • Girls shorts issue: cuffs to be reviewed. • Shop opening hours currently 5 days 7-9am • Tony said: Could there be an opportunity to pick up Hilder Rd SS uniform shop? Possible online ordering opportunity for our school & to offer drop offs to Hilder RdSS. 3. Café/Coffee Shop – see link <ul style="list-style-type: none"> • extended its days to 5 days. • Dot said: Suggested BLT for the menu and that there is pilfering. Paula is aware & is to ban those kids. T • Teachers on the door are arriving a bit late or not at all. Anne to investigate. 	<p>Are we still looking at a survey monkey to get feedback re tuckshop from students?</p> <p>Who can explore this? Leigh to explore</p>
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Uniform Working Group (UWG) Update

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Subcommittee - Activities 4 Activities

<p>Motion: Make A4A a subcommittee. Moved: David Seconded: Steve All accepted except for Andrea</p>	<p>See link from July</p> <ul style="list-style-type: none"> • 22 activities offered over the past 3 yrs • Looking for new people to step up as Steve will be leaving at the end of the year. • Yr 7 welcome event needs to be planned for 2021 	<p>5 min</p>
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<p>Motion: Approval for the a4a budget submitted in July to be endorsed. Moved:; Steve Seconded Andrea All accepted</p> <p>Motion: Extend the meeting by 10min Moved: Penni Seconded: Greg All accepted</p>	<ul style="list-style-type: none"> • Chair of the A4A committee is Steve Kenway • Treasurer & Secretary is Dave 	
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Facilities & Grounds Working Group (FGWG)		

General Business		
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<p>Motion: Tree report is accepted and exec can sign off on tree removal and stump grinding Moved: Teresa Terri Seconded: Dave All accepted</p> <p>Motion: Scott Spence's application for this month and any month in 2020 is rejected. Moved: Steve K Seconded: Dave All accepted</p>	<ol style="list-style-type: none"> 1. Grant from Dept of Justice - re email from parent: send an email back to ask if she can do it. 	<p>Sec to send email back asking if she can do it.</p> <p>Sec sent rejection letter email to Scott 10 Aug</p>
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<p>Meeting closed at 8.40pm</p> <p>NEXT MEETING: Monday 7 September 2020, 7:00pm, Venue: Library</p>		
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<p>Signed:</p>	
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Ingrid Dimock (Secretary)	Date: 11/08/2020
Signed:	
Leigh Passfield (President)	Date: