



The Gap State High School Parents' and Citizens' Association

AGM minutes  
22 June 2020 at 7:00pm  
Online Meeting

Meeting opened: 7: 06 pm

Attendees: Those in **Bold** were in the room for the meeting rather than on line. Non members present were **Carolyn Speers** and **Robyn Bucanhan- Hodge** Deputy principals as technology moderators and **Alan Jones** (Assistant Regional Director) as an observer.

**2019 members-** Andrew Hammonds, Judy Ives, Rachel McLaren, Rebecca Seedell, **Scott Spence**

**2019 and 2020 members-** Terri Bainbridge, Angela Buchanan **Andy Davey**, **Penni Davidson**, Trish Dunn, Lorne Fulwood, Janelle Grace, John Grace, Tracey Hall, Terri Hawke, Mandy Hollins, **Martin Kamann** Nicola Kenway, **Steve Kenway**, Wendy Mahbuhani, Anita McGrath, **Anne MacLauchlan**, Debbie McMullen, **Debbie McNamara**, , Roland Mollison, Andrea Nichols, John Passfield, **Leigh Passfield**, Donna Philips, Michael Phillips, Matt Putland, Katrina Rimer, Clarie Tarlington, **Greg Walters**.

**2020 members-** Kerry Ashton, Kim Bierenbroodspot , Briony Blackmur, Tash Clarke, **Erin De Brincat**, **Ingrid Dimock**, Linden George, Georgina Goodridge, Rachel Greig, Joseph Khan, Kirsten Lightfoot, Scott Medlin, **Dave Moran**, Trinity Ryan, Angel Scanlon, Stephanie Smith. Adele Urry, Erin Williams, Steve Williams, Angela Williams, Nick Windward, **Christina (Yan) Xu**.

Apologies:

MOTION	BUSINESS RAISED	ACTION
	<p>Welcome to the TGSHS P&amp;C AGM for 2020. You have received the instructions on the Zoom meeting protocols with the agenda and meeting details and we appreciate you all following them. The meeting is recorded.</p> <p>The conduct of an Annual General Meeting is formal following the Agenda provided. I would like to thank everyone in advance for their patience.</p> <p>Present tonight in the lower level of Q Block are the Principal – Anne MacLauchlan, Alan Jones (Assistant Regional Director) as an observer and Carolyn Speers and Robyn Bucanhan- Hodge Deputy Principals and moderators of the technology and meeting platform.</p> <p>We also have present, the current Executive team, those running for a position on the Executive for 2020 (David Nichols who is online I believe), the incoming and outgoing chairs of the subcommittees and Penni Davidson our current Minutes secretary.</p> <p>A quorum for this meeting is 8 – we have this.</p> <p>Is there anyone who wishes to abstain from their voting rights tonight?</p>	

	<p>The first part of the meeting will be 2019 members only voting. Once the 2020 membership are accepted the 2020 membership will be voting.</p> <p>The process for TGSHS AGM 2020 is documented on our website titled the 2020 AGM Process. This process was voted on by the members of the 2019 P&amp;C. Members were presented with a Proposed Meeting Process and also documented objections where the Executive could not come to a consensus on a process. The 2019 members voted using Survey Monkey on whether to Adopt this process or not. A clear majority of membership voted to adopt the process at over 81%. P&amp;C Qld and The Department of Education were also asked to review the proposed process and both were comfortable with the procedures adapted to fit in with the Covid-19 restrictions and the departments advice to conduct AGM's online. On 2/6/2020 members and proposed new members and the wider community were notified of the process with the dates for cut off included. These procedures have been on the P&amp;C website throughout the process.</p> <p>Please note the voting for the Executive closes at 7.15pm as per the process. We did schedule for membership confirmation at 7.20pm however due to privacy concerned raised we will be listing the names of prospective members in the meeting environment and will vote on this as per the agenda schedule.</p> <p>We will be following Renton's Rules recommendations for meetings as referenced in the material sent to you as members and applying members.</p> <p>Any motions moved will be actioned by asking for a seconder etc. The motions to be voted on will be grouped and when appropriate during the meeting you will be sent to your email address registered with your membership a Survey monkey to complete. Please check your junk mail for this. Once one of us in the room receives the motion/s Julie will start a 5 minute timer. This is the time you will have to return the survey. You will be able to vote on each individual motion in the group before returning. At the conclusion of the 5 minutes the results will be shared via graph to the meeting.</p> <p>Noted is that the application process has varied from previous years, due to the need to conduct the meeting via an online process. It is the Secretary's job to ensure that the register of members is correct and legal. Volunteer time is not unlimited and this is why a cut off date was implemented. Ensuring that parents are checked and that applying citizens have current blue cards which are linked to the P&amp;C ensures some of our compliance to the Student protection Risk Management Strategy. Protecting our students is paramount to our business.</p> <p>It has been brought to our attention that there seems to be a problem with Hotmail accounts, and so please email Robyn Bucanhan- Hodge with your votes, there are a small handful in the 2019 members (5-6) and up to 12 in the 2020 proposed members.</p>	
	<p><b>Confirmation of the minutes of the last AGM meeting</b></p>	
<p>2020.3A.1</p>	<p>View DRAFT 2019 AGM Minutes here</p>	

	<p>Motion: "That the minutes of the 2019 AGM be accepted as a true record."</p> <p>Moved: Greg Seconded: Terri Carried</p>	<p>Secretary to publish the 2019 AGM minutes.</p>
<b>Business arising from the minutes of the previous AGM meeting</b>		
2020.3A.2	<p><b>Motion:</b> "That, with the exception of replacing the constitution on the school website with the correct quorum numbers, there is no business arising from the minutes of the previous AGM."</p> <p>Moved: Penni Seconded: Greg Carried</p>	
<b>Receipt and adoption of Association's audited financial statement and Treasurer's report (including all relevant subcommittees' audited financial statements)</b>		
2020.3A.3	<p>View 2019 The Gap State High School P&amp;C Association Audited Financial Statements <a href="#">here</a></p> <p>View 2020 The Gap State High School P&amp;C Association 2020 Budget <a href="#">here</a></p> <p><b>The Gap State High School P&amp;C Treasurer's report</b></p> <p><b>AUDITED REPORTS</b></p> <p>The 2019 Financial Statements have been prepared and audited by our appointed auditor, Mr David Hodgkinson, Chartered Accountant (CA). The Financial Statements have been certified by the auditor as being true and correct without qualification. Mr David Hodgkinson has donated his time to complete the audit and is not charging the P&amp;C for the audit of the 2019 financial statements.</p> <p>Davis has agreed to audit the books for one more year being the 2020 ficial year.</p> <p>This year saw the continuation of improvements to financial and business practices. The P&amp;C will continue to seek improvement operational procedures to strengthen internal controls and efficiencies that streamline administrative process for volunteers and P&amp;C Staff. Following the</p>	

successful implementation of inventory software and tap payment facilities in 2018 the system was and endorsed for expanding the functionality beyond the uniform shop into wider use throughout the P&C. The change of accounting system to XERO has also seen the improvement of financial arrangements and provides a platform for greater integration of the P&C business systems. This will continue in 2020.

I thank Alison and more recently Glenda, the bookkeepers, for their support to me and the executive and the P&C business units. Glenda, having started, in October has played a key role key role in the move to accrual accounting and refreshing our business processes. The challenge of moving to cash accounting, implementation of a new system and doing a financial year close in a three-month period is not to be underestimated.

There are a number of administrative changes the P&C must undertake due to changing requirements in legislation and compliance procedures and I encourage you to provide the same support and understanding to the new Treasurer and bookkeeper team as you have with me.

P&C business operations improved in comparison to previous years. It was a mixed result as overall net profits were higher. However, sales were down with better expense management in one case and others had increased sales with an unproportionate increase in costs. This will be highlight later in the relevant business unit. Revised practices and pricing in the 2<sup>nd</sup> half of the 2019 year following substantial reviews contributed to the overall 2019 positive result. Operational strategies during 2020 and refinement will need to be ongoing. The maintenance of income will need to be monitored in 2020 as in 2019 it did not increase proportionally with the increase in size of the school, or in deed sales in some areas. New operations such as the Coffee shop were initially a sunk cost to establish the business as an ongoing concern.

A number of approved expenditure items in 2019 were not delivered in 2019 and as such has increased the net profit.

The result of \$42,830 surplus against a planned deficit of \$42,630 shows the P&C has strong financial management practices applying funds through a validation process however it has underspent by \$85,000 from its 2019 plans. This is a significant amount and greater focus on managing

projects and following through on plans needs to be carried out where possible. This is across all area of the P&C.

The upside to this is the P&C is in a better position to support major activities in the school in the 60<sup>th</sup> year of the school. The School has approached the P&C with requests for some major school projects in 2020. No school major projects were delivered last year.

The P&C has provided \$71,000 of direct funding, and resources to our school and related school community, up \$23,000 than in 2018. However as stated before this is due to carry over approved expenditure by the P&C.

I would like to thank everyone who has been involved in the raising of funds for the P&C over all prior years and the diligent application of those funds during 2019 for the use within the school and wider school community for the benefit of the students.

Bank accounts totalled \$83,843.23 at the start of the year and at the end of December were \$161,359.37. This is higher than expected and reflects the higher surplus for 2019 and timing issues with vendor supplies delivered in December 2019 and paid in 2020.

**NOTE OF CAUTION:** *COVID-19 (coronavirus) is an unknown and can have significant impact on P&C operations. I would strongly suggest as a minimum that a mid-year review of the budget is conducted.*

**P&C Operations at a Glance:**

**BUILDING FUND:** Funds of \$5,085.03 (net of fees) were received. \$605 more than last year were received. It is to be noted that a single donation of \$1,000 was made for a specific purpose. \$5,000 from the fund was allocated in 2019. This increase was not proportionate to the increase in school population. The ability to offer a tax-deductible donation option for parents continues to demonstrate its value especially when the benefits are realised through tangible visible school improvements. This fund should be considered as an avenue for seeking contributions for specific capital improvements to the buildings utilised by students and community of the school. Increased awareness of this

	<p>account through promotional activities should be explored beyond the existing process and target audience.</p> <p>COFFEE SHOP: 2019 was the first year of operation for this business unit. The shop took to mid-year to return a profit and was trading profitably by the end of the year, having recovered all prior month trading losses. The net result loss of \$3,569.02 reflects the once off cost of \$4,150 to purchase the coffee machine and grinder late in 2019. This asset is treated as expenditure due to cash accounting and donation of the funds to the school for the purchase. Had it not been for this asset acquisition the shop would have traded positively by \$600.</p> <p>Recent coffee shop trading trends predict a strong profit for this business this year. It should be closely monitored as this type of business can be highly volatile.</p> <p>STATIONERY SHOP: 2018 was the last year operation for this business unit. Stock was carried on the books for the year but no trading was conducted. The closing stock will be transferred to operational stationery in 2020 and this will be the last reported activity for this unit.</p> <p>TUCKSHOP: Tuckshop sales were 3.2% lower however gross profit increased by 3.4% and operating expenses were reduced by 3.5%. This was reflected in net profit increasing by 48.1% \$9,570. Although this is a significant improvement, the net profit to sales ratio was an increase 2.9 % to 8.38%. This shows that the ongoing effort to improve the operations, in particular, production costs to produce quality fresh food, has started to find traction and is moving operations forward in the right direction. A review of operations in 2019 identified matters for consideration and clarity. The challenge for 2020 will be to continue improving operational results while providing students with high quality food choices, at reasonable prices.</p> <p>UNIFORM SHOP: The uniform shop raised \$51,163 a 21.8% \$9,510 increase compared to 2018. This result reflects the approved increased in uniforms effective from the latter half of 2019. Sales increased by 31.2% for the year, however gross profit increase was only 14.5%. Operating expenses was contained to a 2.8% increase. The net profit to sales ratio deteriorated by 1.5% down to 19.0%. Substantial time and</p>	
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effort were invested into the uniform shop to improve purchasing practices, stock management and consumer experience which included the commencement of online sales. 2020 should see the investment consolidate and improve all performance measures for this business unit.

P&C, SHAPE, POPARTS, SSWAG and A4A: In addition to the contributions of funds to the School and Students the committees perform the vital roles of organising events to engage the community to providing information, entertainment and increasing the profile of the school through wider community involvement. These groups have a focus on specific needs of students, the school or wider community and I encourage you to read their annual reports which provide greater detail of their achievements and plans.

Contributions to the school and events have included:

- Facilities upgrade
- Arts and sports equipment
- Supporting student representation at district, state and national events
- Speech night awards
- Community variety events (Trivia night, concerts and cabarets, Gap Ninja, Ping Pong)
- Community BBQs
- Community/family assistance
- Chaplaincy and SSWAG

#### **BUDGET FOR 2020**

A 2020 Draft Budget has been prepared that projects the results of the P&C and Sub-Committees taking into account known commitments. The budget will be subject to amendment as a result of the changes required by the incoming 2020 P&C committees.

The budget will be updated to reflect all funding decisions throughout the year.

The P&C budget provides a summary of the sub-committee budgets and I encourage to engage with the subcommittee of interest to you to find more detail. The meeting schedules are available on the P&C website.

The preliminary budget for the year is estimated as a \$70,200 deficit. This encompasses contribution to major projects of \$72,500. POPARTS, SHAPE and A4A have budgeted to expend

2020.3A.4	<p>funds from previous years retained fund raising during 2020. This deficit is able to be accommodated due to underspend from previous years budgets. This would leave a total of \$69,480 available cash at end of 2020. This is projected bank balance (\$91,160) less liabilities (\$21,680). The deficit will be dependent upon the success of business operations and the support of P&amp;C events. Major expenditure will be subject to review throughout the year.</p> <p>I look forward to 2020 knowing another rewarding year is achievable with the community spirit and willingness of the new P&amp;C to support the students of the school and engage with the broader school community.</p> <p>Greg Walters Treasurer 2019.</p> <p><i>GG Walters</i></p> <p>Motion: "That the Treasurer's Report (2019), the Audited Financial Statements (2019) and the Budget (2020) be received."</p> <p>Moved: Greg Seconded: Scott Carried</p> <ul style="list-style-type: none"><li>• <a href="#">View SHAPE Report here</a></li><li>• <a href="#">View Annual POPARTS Report here</a><ul style="list-style-type: none"><li>○ <a href="#">View POPARTS Investment Pan here</a></li><li>○ <a href="#">View POPARTS Operational Plan here</a></li></ul></li><li>• <a href="#">View Annual A4A Report here</a></li><li>• <a href="#">View A4A Investment plan here</a></li><li>• <a href="#">View PEG Report here</a></li><li>• <a href="#">View Build Fund Report here</a></li></ul> <p>Motion: That the sub-committee reports be accepted.</p> <p>Moved: Martin Seconded: Andy Carried</p>	
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<b>Receipt and adoption of President's annual report</b>	
	<p>The Gap State High School P&amp;C 2019 year was such a great year we got to have an extra 3 months thrown in - so the truth is it has been a big year. I attended many school ceremonies and celebrations in the role of President and it was an honor to be at every one of them to see what a great school and community we have.</p> <p>So much has happened and been achieved in this time that it is impossible to list off everything here but you will see summaries in the sub committee reports attached to the AGM.</p> <p>Some of the highlights are:-</p> <p>PopArts, with the revamped Tula festival, their annual trivia night and support of the school musical. The continued expansion of PopArts into featuring all the Arts not just music is really coming together.</p> <p>The Parent Engagement Group (PEG), getting really good turnouts at meetings. The Group is developing a strong connection with the Inclusion staff who were regular invited attendees along with special guests during the year.</p> <p>The SHAPE committee purchasing a drone for training but we all got to benefit from it with footage of the Cross Country shared last year via social media. Also the SHAPE committee following the suggestions of the Junior Captains purchased a large electronic clock for the Sports Hall. This was just one example where the committees have really tried to reach out and work with students and the school to identify their priorities and to improve the facilities.</p> <p>I also want to make special mention of the work of David and Trish Dunn. This has been their last year with SHAPE and anyone who has anything to do with Sport within the school will know that David and Trish have been the backbone of this committee and the parent support group for Volleyball. Special mention was made at last years Sports Awards night as well. Thankyou to you both.</p> <p>Another example of the P&amp;C efforts to reach out is the work of the Infrastructure Working Group who through great connections with student leadership groups saw 700 students voting for school facilities they thought would make their time in the school better. This has resulted in not only in the installation of the bubbler system where more students can access cold water during the day to fill up water bottles but also the skateboard and scooter rack - designed by our</p>

members working with School staff and students which we hope will encourage more students actively traveling to school and take some pressure of the roads.

One of the challenges we have faced as a P&C in a growing school is how to connect parents/ families. Activities for Activities (A4A) became a sub committee last year with the core purpose of establishing /developing school and community interaction. For the first time in the school's history, A4A organized a Yr 7 Meet and Greet function for parents in the first week of school. Over 200 parents and guardians were able to meet other Year 7 families and connect at this critical transition time. The P&C once again wishes to thank the 25 plus parent volunteers from other year levels who provided a smorgasbord of food and drinks to welcome our new school families. This is what P&C is about. A4A has engaged students, parents and teachers in also had us playing Nerf Wars, ping pong and Ninja nights. Not to mention them pivoting during Covid with online community connection with in home scavenger hunt and Chinese dancing.

Regarding the businesses attached to the P&C there has been a number of highlights as well:-

At the last AGM the Coffee shop was only getting started – the idea had come from a parent the year before – Andrew Hammond. After a very slow start, a remarkable group of then Yr 11 students took it upon themselves to work on promoting the coffee shop within the school community. At the same time the Inclusion and Food technology teaching staff both saw opportunities for their students to benefit from been involved in the working with the Café. There are so many stories, which were shared last year regarding students doing Cert training and getting work experience and going on to get part time jobs. One favorite was a Yr 12 student who found school challenging but his goal was to get a job on the front counter at McDonalds. His Mum and Kyra, our great convener, worked together with the student getting him confident with serving customers. For me to get a call saying that he had been offered a position at The Gap McDonalds in his first week of leaving Yr 12 was the highlight of my P&C year.

To see the café in action today is a credit to all those who did go the extra mile and to the 2019 P&C who believed there was something in giving it a real chance. A special mention has to go to the Musco family who donated \$1000 towards the purchase of the coffee machine.

In 2019, the P&C embarked on a Uniform Shop Review, which saw a thorough implementation of technology that had been approved by previous P&C's . Establishing procedures and systems that empower our staff to run the shop more autonomously was seen as critical to the long term sustainability of the P&C business. Ordering uniforms online was also successfully introduced. The online sales have been growing every week. The shop is currently trialing 5 days a week opening and is in the process of a facelift due to our new convener sourcing the fittings from Marist Brothers Uniform Shop for free!! I would like to again thank Britta and Renuka our previous convener's for their years of service to the school community in the uniform shop.

The Tuckshop has had the Square POS implemented, which puts all our businesses on the same platform and helps with our bookkeeping and management of the businesses across the board. Great credit goes to Paula for keeping the Tuckshop open during the return to school of a limited number of students and providing a safe environment to cater for staff and students during a stressful time. A couple of changes implemented over this time will more than likely continue in some form going forward such as a quick service counter.

A project that also needs mentioning is Containers for Change which was organized by Martin (outgoing VP). The money for this goes directly to the school which was apparently the biggest collection point at one stage in Qld.

Being President of this P&C has not been without its challenges, while many great and good things were happening there were challenges within the executive, which lead to the P&C undertaking a process to remove an officer and member of the P&C. This process, although eventually overturned by the department on appeal due to procedural defects, showed that the families of this school want a P&C that is working together, setting high standards and goals and behaving in a manner that the community can be proud of.

In closing I want to thank all our staff, volunteers especially executives on our subcommittees and the school for sharing with us the vision and seeing a space for the P&C to contribute to this. A special big thankyou to Greg for his 3 years as Treasurer for the P&C. He will still be around for this year helping with transition. I also thank Penni for stepping up as a non parent to be Minutes Secretary to assist David. Wendy also needs a special mention as she has again coordinated the sationery ordering and more importantly guided the Uniform shop review which was a massive

<p>2020.3A.5</p>	<p>undertaking.</p> <p>On another note, on behalf of the P&amp;C I want to thank David and Trish Dunn who after six years as dedicated volunteers, have left the school but their work not only for SHAPE but the wider P&amp;C has to be recognised – the P&amp;C has its own dedicated internet access, we have Square installed and working really well for our businesses, a P&amp;C website and we have an online uniform shop. These are just a few examples of where David and Trish not only offered their knowledge in what options might work for the P&amp;C, but actually spent hours implementing these changes including staff training, procedure writing etc – all as volunteers (can we some how do a clap) I wish the best to the 2020 Executive.</p> <p>Motion: “That the President’s annual report be received”</p> <p>Moved: Steve Seconded: Debbie Carried</p>	
<p><b>Receive applications for membership (to include renewal of existing membership and new membership)</b></p>		
<p>2020.3A.6</p>	<p>Motion: “That the membership applications as tabled for TGSHS P&amp;C 2020 be received with the refusal of Scott Spence.</p> <p>In September 2019 the P&amp;C members carried a motion to remove Scott Spence from the P&amp;C. In the six months that followed Scott lodged an appeal with the Department of Education. In March 2020 the Dept of Education overturned the motion and reinstated Scott Spence to his position on the P&amp;C. Of particular note is the statement made by the Dept in their decision letter dated 26<sup>th</sup> March “I have made a review decision to set aside the removal decision due to procedural defects in The Gap SHS P&amp;C’s processes to remove Mr Spence as a member and an officer”. Further the letter states “Given that the Gap SHS P&amp;C has not afforded Mr Spence procedural fairness, I have not considered the merits of The Gap SHS P&amp;C decision and whether there was sufficient evidence to support the grounds for his removal”.</p> <p>The short summary of this is that Scott was reinstated by the department of education on a technicality without considering the reasons why the P&amp;C sought to remove him in the first place.</p> <p>I will summarise the reasons for removal that were not considered by the Department of Education (Qld) which were</p>	

voted on by the TGSHS P&C on 16<sup>th</sup> September 2019 along with recent evidence of Scott Spence's continuing actions as the evidence and basis of the TGSHS P&C not accepting his nomination as a member for TGSHS P&C 2020.

In accordance with Chapter 7, Part 10 of the *Education (General Provisions) Act 2006* (the Act) and clause 17 of the TGSHS P&C constitution, Scott Spence's membership should not be accepted on the grounds that:-

- His behaviour contravenes the Act of the constitution of the P&C without a reasonable excuse (s151(b))
- As an officer of the P&C, his behaviour amounted to failure to perform the duties of the office held in a competent manner without a reasonable excuse (s. 151(c)).
- That he engaged in conduct that is injurious or prejudicial to -
  - The promotion of the interests of, or the facilitating of the development and further improvement of the school; or
  - The good order and management of the school (s.151(d)).

**Preliminary findings of fact from the original series of actions.**

The facts and circumstances presented which were the basis of the grounds for removal of Scott Spence's TGSHS P&C membership on 16 September 2019 which were mailed to him on the 17<sup>th</sup> of September 2019 are as follows:

- As an officer of the P&C, Scott Spence's behaviour amounted to failure to perform the duties of the office held in a competent manner without a reasonable excuse.
  - Scott Spence was elected Vice President of the TGSHS P&C on 10 March 2019.
  - Scott Spence chose not to pass on information that he deemed important regarding the management of the staff which he claimed to have personally observed on the 27 February 2019 and only communicated this to the Executive on the 29 July 2019 in an email.
  - Scott Spence's failure to then pass this information on noting the serious allegations he made amounts to non-performance of his duties as a Vice President of the TGSHS P&C Association and as such Scott Spence did not act competently in the delivery of his duties nor with a reasonable excuse.
- Scott Spence engaged in other conduct that is injurious or prejudicial to the good order and management of the TGSHS P&C, by:
  - Repeatedly disregarding instructions of the President of TGSHS P&C in respect to communicating with staff on line management

	<p>issues – Scott Spence’s inclusion of the staff in his reply on an email specifically requesting Scott Spence cease this communication based on advice from our Industrial Management Representatives</p> <ul style="list-style-type: none"><li>• By communicating with staff directly on email regarding their performance reviews without any authority or consultation with the other executive members</li><li>• Scott Spence has referenced the staff as his friends in the Executive meeting 5 August 2019 and Scott Spence’s concerns have been related to the impact on “friends” which had not been declared as a conflict of interest and is not impartially working in the best interests of the P&amp;C Association as a business.</li></ul> <p>In the last three months that I have had interaction with Scott Spence, I would like to add the following summary of observed continued conduct breaches;</p> <p>On Monday March 30<sup>th</sup> 2020, 3 days after being notified by the Department of Education (Qld) of his reinstatement but without receiving any communication from the existing Executive including briefing on the actions of the P&amp;C while he was removed sent an email to the departing Uniform Shop staff (copying in the P&amp;C Executive and the Principal). This email was sent from his private email but stating his role has been restored. In this email he openly undermined the decisions of TGSHS P&amp;C and put TGSHS P&amp;C in a difficult situation involving paid staff.</p> <p>On the 9/6/2020 Mr Spence in an email titled “Shortfalls in our blue card policy and management, and dubious nature requiring the blue card for AGM” made a number of disparaging and inappropriate remarks regarding another member of the Executive and used language that could be construed as threatening.</p> <p>On 27/5/2020 Scott Spence from the Vice President SS P&amp;C email address sent an email to the President (TGSHS P&amp;C) with a statement “any actions where you do so will be met with actions to hold you and/or the executive to account”. Where actions refer to the forwarding of emails to non-recipients even with the majority vote from the Executive. The use of TGSHS P&amp;C resources to intimidate anyone in the community is unacceptable. Continued veiled threats have resulted in the President of TGSHS P&amp;C engaging her own legal counsel.</p> <p>The email (27/5/2020) from Scott Spence was in response to the forwarding to TGSHS P&amp;C membership of a document the Executive saw fit (following majority vote) to share with the membership as it was seen to provide information to them to help in their decision making regarding the AGM structure</p>	
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<p>2020.3A.6 (again)</p>	<p>process in 2020 given the difficulties that the COIVD-19 restrictions have placed on the community. That Scott Spence takes issue with this contravenes his responsibility as an Executive Member to remain objective and avoid personal bias.</p> <p>I would like to conclude with restating the motion that “That the membership applications as tabled for TGSHS P&amp;C 2020 be received with the refusal of Scott Spence”.</p> <p>I reserve the right to speak to the motion</p> <p>Moved: Andy Seconded: Greg</p> <p>Three people wished to speak against the motion- and so Renton’s rules were used to control the debate: Steve and Greg spoke for the motion Scott and Martin spoke against, and Nick offered and his offer was declined with thanks.</p> <p>Points for the motion Greg and Steve spoke of the P&amp;C’s wishes being overturned by process rather than for the reason for removal. They both expressed their desire for the P&amp;C to have a clear road forward as they are both “last year” parents.</p> <p>Scott and Martin spoke against the motion, Scott read a letter from a staff member and was not finished at the end of 2 minutes, and Martin spoke of disharmony in the executive in the past year, and that he wished that none of the executive had run for places on the 2020 executive.</p> <p>Andy then summed up, and presented a further 2 examples of Scott’s behaviour being his desire not to adhere to the rules from BlueCard services around citizens and the P&amp;C and his investigation with Coles over a school decision.</p> <p>The motion was amended in Survey Monkey and sent to the 2019 members for voting. The motion was put, and it was</p> <p>That the membership applications as tabled for TGSHS P&amp;C 2020 be received with the refusal of Scott Spence”.</p> <p>Moved: Andy Seconded: Greg</p> <p>carried 34 votes to 7.</p>	
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<b>Elections of officers/executive committee</b>	
2020.3A.7	<p>Preamble: The Gap SHS P&amp;C has regularly had difficulties finding people to fill all executive roles in the past few years.</p> <p>Currently, we have three vice presidents as one was reinstated since Corona lockdown.</p> <p>Many other opportunities exists to be involved in the P&amp;C at the Subcommittee level, and these committees regularly are looking for people to fill those roles. We propose that we retain status quo, returning to two vice presidents.</p> <p>Motion: That the number of vice presidents not exceed two.</p> <p>Moved Penni Davidson Seconded: Wendy Mahbubani</p> <p>Scott Spence left the meeting</p>
9:08 pm 2020.3A.8	<p>This process was made on line and the 2019 executive validated the nominations for these positions.</p> <p><b>President</b> Nomination: Leigh Passfield Moved: Tracey Hall Seconded: Andrea Nichols</p> <p>Nomination: Scott Spence Moved: Martin Kammann Seconded: Rachel McLaren</p> <p>Leigh was declared the winner, as Scott was not eligible to be nominated, however, the vote was 50/10</p> <p><b>Vice President</b></p>
2020.3A.9	<p>Nomination: Andy Davey Moved: Leigh Passfield Seconded: Dorothy Young</p> <p>Nomination: David Nicols Moved: Leigh Passfield Seconded: Steve Kenway</p> <p>Nomination: Scott Spence Moved: Martin Kammann Seconded: Rachel McLaren</p>





<b>Confirmation of continuing subcommittees of the association (including appointment of members of subcommittees)</b>	
2020.3A.14	<p>Motion: "That <b>SHAPE</b> is endorsed as a subcommittee."</p> <p>Moved: Greg Seconded: Debbie</p> <p>Carried 52/0</p>
2020.3A.15	<p>Motion: "That <b>POPARTS</b> is endorsed as a subcommittee."</p> <p>Moved: Greg Seconded: Martin</p> <p>Carried 52/0</p>
2020.3A.16	<p>Motion: "That the Disability/Learning Difficulties Parent Engagement Group (<b>PEG</b>) is endorsed as a subcommittee."</p> <p>Moved: Greg Seconded: Andy</p> <p>Carried 52/0</p>
2020.3A.17	<p>Motion: "That the Building Fund sub-committee is endorsed as a sub-committee"</p> <p>Moved: Greg Seconded: Terri</p> <p>Carried 51/0</p>
2020.3A.18	<p>Motion: "That the P&amp;C Executive fill the Building Fund sub-committee in respective positions."</p> <p>Moved: Greg Seconded: Terri</p> <p>Carried 51/1</p>
<b>Appointment of association's auditor</b>	
2020.3A.19	<p>Motion: "That the Auditor for 2020 be appointed: David Hodgkinson (Chartered accountant)</p> <p>Moved: Greg Seconded: Andy</p> <p>Carried 49/2</p>

	<b>Adoption of updated Student Protection Risk Management Strategy</b>	
2020.3A.20	<p>Motion: "That the Student Protection Risk Management Strategy be adopted."</p> <p>Moved: Greg Seconded: Andy Carried 50/0</p>	
	<b>Adoption of updated Constitution</b>	
	<p>The 2018 constitution remains unchanged. To clarify, the quorum requirement for AGM/General Meetings is the <b>number</b> of executives plus 2. (7)</p>	
	<b>Honorary life membership awards</b>	
	Penni Davidson leaves room	
2020.3A.21	<p>MOTION: That life honorary membership be awarded to Penni Davidson</p> <p>Moved: Greg Seconded: Terri</p> <p>Carried 43/3</p>	
	<b>General Business</b>	
	Penni Davidson returns to the room	
2020.3A.24	<p>Motion: "That P&amp;C insurance is renewed every year prior to the AGM to ensure continuous coverage."</p> <p>Moved: Greg Seconded: Andy Carried 51/0</p> <p>Penni Davidson did not vote in the final Survey Monkey (4 motions) due to a conflict of interest.</p>	
<p>Meeting closed at 10:03 pm</p> <p>NEXT AGM :TBC</p>		