



The Gap State High School Parents' and Citizens' Association

General Meeting Minutes 8 August at 7:00pm Library		
Meeting open: 7:06pm Attendees: Rebecca Oliver, Penni Davidson, Glenda Johnson, Terri Bainbridge, Christiana Xu, Janelle Grace, Angela Windmill, Richard Foreman, Rachel Greig, Leigh Passfield, Kym Bierenbroodspot, David Nichols, Anne McLauchlan Guests: Apologies: Erin Williams Presentation: n/a		
MOTION	BUSINESS RAISED	ACTION
Confirmation of the minutes of the previous general meeting		
Motion:	That the minutes of the previous meeting be accepted	
Moved:	Kym Bierenbroodspot	
Seconded:	Penni Davidson	
Business arising from the minutes of the previous general meeting		
	- The P&C released \$100 to the Environment Club for purchasing more recycling bins. Completed. - Chaplain discretionary fund for Guidance Officer to help any identified students that may need it for food in the tuckshop – HOYs consulted and are aware. Have been using it. - P&C check that the tshirt company that they are considering for the supply of house shirts is on the approved Education Queensland list. They are a supplier of choice.	
Treasurer's Report		
	<u>Treasurer's Report</u> June Reports <u>Balance Sheet (June)</u> <u>P&L for all Business Units (June)</u> <u>P&L for all Business Units YTD (6 months)</u> July Reports <u>Balance Sheet (July)</u> <u>P&L for all Business Units (July)</u> <u>P&L for all Business Units YTD (7 months)</u>	

P&L Tuckshop (7 months)

The tuckshop is showing a monthly loss of \$2,778.65 and a YTD profit of 2,327.86. The monthly ratio of cost of goods to total income for the tuckshop is as below:

Month	COG/Total income
Dec-2021	39.95%
Feb-2022	49.28%
Mar-2022	43.08%
Apr-2021	50%
May-2022	55%
Jun-2022	32.57%
Jul-2022	65.27%

2. The uniform shop shows a monthly profit of \$5,608.97 and a YTD profit of \$39,884.78
3. PoPArts shows a monthly profit of 109.17 and a YTD profit of \$2,381.53.
4. Shape shows a monthly profit of \$1,501.74 and a YTD profit of \$3,592.96.
5. A4A shows a YTD profit of \$7,034.78. Bingo night activity is very successful for the raised funds.
6. Building fund received the donation on July 2022 of \$350.00 and a YTD donation of \$4,280.00.
7. Up to July 2022, P & C made a YTD profit of \$4,274.13, only due to P & C paid Community support- Marketing Officer contribution of \$25,000.00, Chaplaincy support of \$5,000.00, Family Assistance Fund of \$8,000.00 to the school. The total contribution of \$38,000.00 in May 2022

Motion 1:

Sports court refurbishment – A4A and SHAPE funds - \$13,000 from the building fund - \$17,000 from our general fund.

**Moved:
Seconded:**

That the P&C provide up to \$31,000 to the school for the sports court refurbishment, using the balance of the Building Fund with the remainder being made up from our P&C accounts.

Glenda Johnson
Terri Bainbridge

Motion 2:

Leigh will talk to SHAPE about the possibility of using their money for part of the funding for the sports courts.

Moved:

A BOQ Account be opened and the current Executive team being, Leigh Passfield (President), David Nichols (Vice President), Erin Williams (Vice President), Rachel Greig

Seconded: Motion 3: Moved: Seconded:	(Secretary) and Christiana Xu (Treasurer), be given full access to the account by the end of August. Glenda Johnson Leigh Passfield That the Treasurer's Report be accepted Christiana Xu Penni Davidson	
Principal's Report - Anne McLauchlan		
	Will take the P&C on a tour of the building at the next meeting or even hold the next meeting in the new building. New building – the top two levels are in use and the entire building will be in use by the end of August. The Government is planning on sending a representative to officially open the building at the end of the month. It's Anne's second week back from leave. There have been lots of things to celebrate – metro showcase awards, going through to the finals in Fanfare and seeing four of our students take part in the Creative Generations. Our school was Metro Regional Winners for Teaching Excellence in Secondary. We won \$2000 and will be going through to the finals which will be announced in October at the Principal's Conference. Currently working on developing best practice around student feedback to teachers. Looking to build international relationships and information sharing with a sister school in the UK. They will be sharing at the National Conference about our school's Wellbeing Framework. Lisa Maltman will be presenting a series of sessions with the students around sleep hygiene, screen time etc. Just wanted people to be aware that while vaping is still a problem, they are treating it seriously with students being given a suspension if they are found vaping. NCCD – disability and adjustment for students – as a school we have been providing evidence to the Department regarding what they are doing regarding adjustments that are being made for students who require it. While teachers have already been making the adjustments as a matter of course the school needs to have more formalised evidence-based tracking.	

	The development and production of the Musical for 2023 has already started thanks to a group of highly motivated students who are writing their own production with the working title 'Fungus'! Tuckshops handover should happen on 15 August.	
P&C Executive Meeting summary		
	No summary	
Correspondence received since the previous general meeting, inward and outward		
	- Email from P&C Qld regarding the upcoming conference in 4 weeks including speaker profiles. - Email regarding P&Cs and ATO changes. Queensland P&Cs are no longer entitled to DGR endorsement - Containers for Change – needed payment details for refunds? Survey for our feedback. Martin Kamman/phone number from Leigh - Reply to Qkr enquiry – app for ordering at the Tuckshop – Grovely State School, Samford State School - Emails with vending machine information	
Business arising from the correspondence – 5 min		
	No report	
President's Report – Leigh Passfield President		
	President's Report Tuckshop – have had a visit out to see the Kenmore tuckshop and their vending machines. While the Kenmore tuckshop was originally struggling to turn a profit, it is now profitable, and we managed to pick up a few ideas. Their uniform shop is only making a small amount compared to ours. 'Pub' Choir - 8 October – Paige's (a past student at the school) mum is wanting to put on a pub choir night to raise funds for brain cancer. We are looking to act as the venue. Motion: That we act as the venue for a 'Pub Choir' night on 8 October and run the bar on the night. Moved: Seconded: Christiana Xu Penni Davidson Penni said that BB does a 'Headliners' show with an 80s music theme. Would we be interested in acting as the venue for the show on 5 Nov? We would do drinks and food such as cheese platters and chips. Motion: That we host the 'Headliners' evening on 5 Nov and run the bar.	

Moved Seconded:	Penni Davidson Christiana Xu There will be a Father's Day Breakfast with speaker Micheal Jeh on Friday 2 September at Zegartos, \$50/head. The P&C will run this event.	
Subcommittee Report - Activities 4 Activities		
	No report	
Subcommittee Report – PoPArts		
	No report – meeting tomorrow night	
Subcommittee Report – SHAPE		
	No report	
Subcommittee Report – Student Support Parent Group (formerly PEG)		
Motion	Student Support Parent Group Report That all the subcommittee reports be accepted	
Moved Seconded	Kym Bierenbroodspot Christiana Xu	
Business Unit Reports		
Motion:	Uniform Shop Report Girls' Pants Forecast • Indent Order: Girls Pants \$9000 • Increase in credit limit from \$5k to \$10k with LW Reid (who supply the girls' pants). • Stationary Supplier preference – continue on with Edsco That we increase the credit limit from \$5k to \$10k with LW Reid and that we approve \$9000 for ordering girls' pants.	
Moved: Seconded:	Angela Windmill Kym Bierenbroodspot	
	Tuckshop – no report	
General Business		
	• Tribal uniform arrangements for house sport shirts – does the \$5 from Tribal actually cover Angela's time? For further discussion between the school and the P&C for implementation in 2023.	
Meeting close – 8.35pm		

NEXT MEETING: 12 September 2022, 7:00pm, Venue: JI Building (new building)

Signed:

Rachel Greig (Secretary)

Date:

Signed:

Leigh Passfield (President)

Date: