



The Gap State High School Parents' and Citizens' Association

General Meeting Agenda September 9 2024 at 7:01pm LPC Rock Climbing Building

Meeting open: 7:07pm

Attendees: Erin Williams, Briony Blackmur, Leigh Passfield, Geneive Healy, Darcy Balch, Taylor Tedesco, Arianna Halberstater, Joanne Church, Adam Massey, Angela Windmill, Janelle Grace, Rachel Grieg, David Pawsey

Special Guest: Jonty Bush, Steve Toomey, Staff of APP program, Viane Cope, Ruby Ryall,

Apologies: Kate Mason, Trinity Ryan

ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Turrbal people and the people of the Yuggera Language Group, the Traditional Custodians of the land where we walk and learn. We pay our respects to Elders past, present and emerging who guide us with their knowledge and memories. We acknowledge that our community encompasses First Nations people from across Australia and we welcome and pay respect to their cultures.

MOTION	BUSINESS RAISED	ACTION
Confirmation of the minutes of the previous general meeting		
Motion: Accepted minutes of previous meeting as correct. Moved: DP Seconded: JC Carried: Majority Carried		
Business arising from the minutes of the Previous general meeting		
Treasurer's Report		
	August 2024 Treasurer Report Summary noted below. Report Provided in minutes Activity to be noted: The uniform shop is showing a YTD gross profit of \$123K, net profit of \$87K. Compare with uniform shop annual budget gross profit of \$143.21K, and uniform shop already achieved 86.54% of the annual gross profit and 94.90% net profit. The Tuckshop shows YTD gross profit of \$150K, net profit of \$24K. compare with Tuckshop annual budget gross profit of	

	\$233.121K, and annual net profit of 39.60K, Tuckshop achieved 64.40% of gross profit and 61.88% of net profit. Poparts monthly profit of \$1328.71, YTD profit of \$11575.43. Shape monthly profit of \$2342.81, YTD profit of \$2373.21. Actual v. Budget (YTD) <table><tr><td></td><td>Gross profit</td><td>Annual Budget - Gross profit</td><td>% of Gross Profit</td><td>Net profit</td><td>Annual Budget - Net Profit</td><td>% of net profit</td></tr><tr><td>Tuckshop</td><td>150,127.93</td><td>233,121.86</td><td>64.40%</td><td>\$ 24,504.85</td><td>39,600.54</td><td>61.88%</td></tr><tr><td>Uniforms</td><td>123,934.75</td><td>143,210.23</td><td>86.54%</td><td>\$ 87,809.41</td><td>92,531.14</td><td>94.90%</td></tr></table> Christiana Xu P&C Treasurer		Gross profit	Annual Budget - Gross profit	% of Gross Profit	Net profit	Annual Budget - Net Profit	% of net profit	Tuckshop	150,127.93	233,121.86	64.40%	\$ 24,504.85	39,600.54	61.88%	Uniforms	123,934.75	143,210.23	86.54%	\$ 87,809.41	92,531.14	94.90%	
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Bookkeeper Report																							
	Bookkeeper reports for July 2024 provided to members in meeting No verbal report given.																						
Principal’s Report – Anne McLauchlan (Carolyn Speers Acting Principal)																							
	Our guest from the school was: The APP TEAM Overview of APP program: Experiential Outdoor learning for positive education. Presentation included an introduction to the Rite of Passage project, overview of year camps, the philosophy of the program and how each year level experiences it. Ben Rothwell presented also Emily Probst Guest Speaker finished at: 7:55pm Our guest from the community was: Jonty Bush, Member for Cooper - Jonty acknowledged her heartfelt appreciation for the friendship and support of Steve Toomey and members of The Gap State School P&C. Jonty acknowledged how wonderful, well-resourced and supported TGSHS is. - Jonty officially announced the Labour election commitment to a community library to sit within TGSHS. Jonty noted that the library development is in accordance within TGSHS Master Plan. The project would be focused on meeting the needs and future needs of TGSHS. The community component would include that after school hours it would be open to the public. - TGSHS Master plan is available for view in the school administration foyer and online.																						
Correspondence received since the previous general meeting, inward and outward																							
	Secretary to provide The Gap High School general Correspondence for August with meeting minutes.																						
Business arising from the correspondence – 5 min																							

President's Report – Erin Williams President		
	Big shout out for Teresa who fell very unwell and had take some time out sick from her role as Tuckshop convenor. Her fab team has managed so well whilst Teresa recovers. Wishing you better, Teresa. Members suggested that the hospitality students could potentially assist in a volunteer role as they need more hours to meet the needs of the subject.	Action: Carolyn Speers to connect with the hospitality faculty to organise shifts inclusive of TGSS also.
Subcommittee Report - Activities 4 Activities		
	The planned Father's Day Event was unfortunately postponed to next year due to limited attendees booking for the event.	
Subcommittee Report – POPARTS		
	POPARTS Report for August/September 2024 Overview TULA Concert #2 happened on Tuesday 13th August in place of the usual POPARTS meeting. Quite a successful night showcasing all of the ensembles. Next Meeting – Tuesday 10 September 7.30pm in N Block, agenda includes pitch for new musical next year. Steve Williams Secretary, POPARTS	
EVP		
Motion: EVP have decided on The Legacy Award for a Senior Athlete. The EVP request to release funds of \$500 for EVP Legacy Award Moved: AI Seconded: LP Carried: Majority Carried	EVP Report for August / September 2024 Overview • Our EVP athletes will now be eligible for our new EVP Awards. It was decided they will be presented at the Senior Awards night at the end of the year. These awards will go to students displaying our Elite Values. • It was suggested that the Friends of the EVP Committee could host a Sports Awards Ceremony in 2025 / 2026. • EVP Legacy Award – a new award has been created with the help of the P&C. This will be on offer for one Year 11 or 12 student who has demonstrated above and beyond.	Action: P&C and EVP collaborate to quote and source trophy.

Motion: That the P&C fund up to \$300 for a perpetual trophy for this award inclusive of inscribed name. Moved: LP Seconded: JC Carried: Majority Carried	Ari described the value and contribution the recipient of the award and rationale for receiving the award. • The EVP Committee are in the process of organising Supporter clothing for purchase from Tribal for our EVP Parents and Carers. There will be hats and shirts on sale in fourth term in our school colours. It is a great way to show your support on and off the court. • The EVP Committee has applied to be a Fair Play activity provider. This would allow any families with Fair Play vouchers to use as a payment towards their EVP fees. • We are looking at a social gathering for our EVP families in the lead up to AVSC at the end of the year. • Numbers are looking great for our Year 7 EVP for 2025. It is likely we will have enough for 2 EVP classes. Our Come and Try sessions have been very successful with interested primary school students coming from all over Brisbane to see what the EVP can offer! Finance • Permission to release funds of \$500 for EVP Legacy Award Items for Next Month • Update on the plan to continue to engage primary school students with the EVP for 2025 and onwards. • Looking for parent volunteers to help at the end of year AVSC tournament in December at the Gold Coast. Ariana Halberstater Secretary, EVP	
• Subcommittee Report – Student Support Parent Group (formerly PEG)		
Business Unit Reports		
	Uniform Shop: Business Report: August 2024 OVERVIEW: (This Month) Sales: Net Profit: \$2592 (best profit result for the month of August in the last 4 years) NB: Term 3 Sales are the lowest for the year, so profits are naturally low. Stationery: • Stationary Lists have now been finalized by the Head of Junior School and forwarded to Edsco\ • Edsco have collated TGSHS requirements have uploaded to their website	

- Book packs will be cheaper this year than in 2024 (partly due to a cull in redundant items and partly due to sourcing cheaper items from Edsco)
EG: Year 7 full pack in 2024 = \$156. Full pack in 2025 = \$ 123
- Book pack info & ordering links are now live for the school community to access.
- The P&C website is now updated with the information and ordering links.
- Drafting of Comms has commenced and will be ready to distribute to the school community shortly.
(These are scheduled to go out Early Oct via TGSHS FB, newsletter & to feeder schools)

(Thanks to Spot Art for continual support in amending the P&C website with the above updates and assisting with artwork)

Extended Summer Trading/Back to School Sales:

- Extended hours for Nov-Jan have been finalized.
- The booking link for fittings on the P&C website is now live and ready for the school community to access via the P&C website
- Extended hours and booking links are currently being updated on the P&C website (and should be complete by the time of the P&C meeting on Monday 9 Sept.
- Drafting of Comms has commenced and should be finalised for distribution late Sept/Early Oct (via FB, School Newsletter etc)
- Final staff numbers are currently being sourced to assist with the roster over Dec/Jan. (Currently at 50% capacity and continuing to follow leads for extra staff).

******(Special thanks to Kym B again for assistance with website updates).

Staff Polo's:

The uniform shop has been assisting TGSHS with design/sampling/sourcing polo tops for staff.

- Samples are now available for school staff to try on for ordering.
- Stock is available for staff to purchase on the Uniform Shop webstore
- Ordering deadline is end of week 2 in Term 4. After which stock will be sent to embroiderer for application of school logo.
- The turnaround time for embroidery should be 1 week.
(We are looking forward to seeing staff around the school wearing their new polos from week 3 or 4 next term).

FOR NEXT MONTH:

	Back to School Comms: Comms will be finalized shortly and released via TGSHS FB & newsletter to the school community advising how to order Stationary Packs and make Uniform Fitting Bookings. In addition, each feeder primary school (approx. 11), will receive similar information to distribute to Grade 6 families/students entering Year 7 in 2024. Finalized comms will be forwarded to Katy Probin (Marketing) and requested to be included in every fortnight edition of the newsletter until the end of the school year, as well as regular scheduled posts on FB. Indents: - Fleece Zip Jacket Indent/Pullover - Belts - Boys Shorts Order - Boys Trouser Order CONSIDERATIONS: Indents: Quantities for the Dec/Jan period have been calculated and have been ordered (Please find the spreadsheets for calculations attached). <table><tr><td>- Girls Shorts Order</td><td>\$ 1600</td></tr><tr><td>- Girls Pants Order</td><td>\$ 1300</td></tr><tr><td>TOTAL</td><td>= \$ 2900</td></tr></table> CONCERNS: Sport Shorts: - possible delay to bulk delivery scheduled for late November. - Investigating options including air freight shipping instead of via sea to expedite delivery. Angela Windmill Business Unit Manager – Uniform Shop	- Girls Shorts Order	\$ 1600	- Girls Pants Order	\$ 1300	TOTAL	= \$ 2900	
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General Business								
Motion: That the P&C support the APP Bronze Duke of Edinburgh fund request of \$800 for return bus fare for 10 students. Moved: LP Seconded: DP Carried: Majority Carried Motion: That the P&C donate \$280	• Kirrin Brown, APP Science Teacher, is coordinating the Bronze Duke of Edinburgh Award 2024. Previously A4A has provided funds to support this program by contributing to the cost of bus transport. Would the P&C be interested in supporting this again. The cost would be \$800 for a return bus for 10 students. • Katie Probin, Marketing Manager has requested if the P&C can support and present the P&C Outstanding Contribution Award (Year 10 and Year 11) at the Senior Excellence Evening on Wednesday 16 October 2024. - There is a junior award request also. - A donation of \$140 credit to school account to fund the Awards prize.	Action: Executive P&C to confirm when the meetings are and what the students have to do to be involved.						

to go towards the award prize. Moved: LP Seconded: JJ Carried: Majority Carried	Genevieve H noted that when you look on the school website, not all the Monday activities are listed on the school website. Suggestion by Genevieve that more advertisement other than just FB. Janelle G raised a reported student concern regarding the process behind Senior yearbook quote have. Janelle notes that some quotes been rejected and that she wanted to confirm that the criteria for quotes was provided to the students. Janelle G noted that she wanted to check within the P&C meeting the process used to reject the quote. Carolyn Speers noted that Spectrum is no longer provided to families. Students chose to do the Year 12 yearbook. Students noted just their own journey and note the whole school. Celebration of Success as per the QUT framework. Carolyn noted that to obtain 280 student pictures, frameworks, stories and quote is a massive effort. Carolyn noted that the criteria included a limit on how many characters can be used and that this information and deadline has been provided to students since term 2. Carolyn noted that both process and deadline as well as ample opportunity for discussion has been consistently provided. Carolyn noted that deadline not closed yet so encourages student to see teacher.	
Meeting close: 8:29pm NEXT MEETING: General Meeting is to be held on October 14, 2024. 7:00pm, Venue: Library		
Signed: Leigh Passfield (Vice President)	Date:	
Signed: electronically signed 13/09/2024 Erin Williams (President)	Date: 13/09/2024	