

P&C General Meeting Minutes

Date: 11 August 2025

Time: 5:30pm

Location: Resource and Innovation Centre

AGENDA ITEM

1. Opening, welcome and apologies

Acknowledgment to Country was read by Viraj Meena.

Welcome extended to all attendees, including online participants.

Apologies:

- J.B.

Attendance : C.M., K.T., S.S., S.P., D.L., J.L., V.M., C.P., A.F.,

2. Confirmation of the minutes of the previous general meeting

Amendments:

None

Motion

“That the minutes from previous meeting be accepted”

Moved: V.M.

Seconded: D.L.

Carried

3. Correspondence since the previous meeting:

Inward:

- Administrative emails regarding new committee onboarding
- Vendor offers for school events
- Financial statements of P&C accounts
- Budget discussions related to gym project support

Outward:

- Communications regarding committee onboarding and planning
- Ongoing sponsor outreach

Activity Declaration Form Request Get... Sun 6:31 PM
2025_2026_Activi...

P&C Meeting - Monday 11 August 2025 Sun 5:15 PM

Last week

Miss P's Ice-cream Van - Events, Carni... Sat 9:45 PM
Menu 2023 1.pdf

Riverfire Planning meeti... RSV... Fri 7:37 PM

Follow-up from Riverfire meeting yest... Fri 7:28 PM
BSSSC PC EVENT ...

Athlete's foot Hello School Rewards te... Fri 7:07 PM
A4RegistrationFo...

Safety conditions for Riverfire event (2) Thu 8/7
MEDIA RELEASE EKKA SHOW HOLIDAY... Thu 8/7
Media Release \$8...

Access for food trucks on Riverfire... (6) Wed 8/6

BSSSC Riverfire Donation 2025 (2) D... Wed 8/6

Ekka In-Store Specials & Demos If yo... Wed 8/6

A new Brisbane South State Secondar... Wed 8/6

Riverfire Times (3) Ok great, I will cha... Tue 8/5

BSSSC Riverfire Event Planning (Teams... Mon 8/4

School Camp Hello Researchers from ... Mon 8/4
img-4ae589ed-2c...

BSSSC Riverfire 2025 - Request for... (2) Mon 8/4

Sent Items ☆ Select ↓ Jump to ☰

To	Subject	Sent
Shankar Subramanian; Johnson Leung; Dong Yeon Lee	Please see the link for slides 11 Aug 2025	10:29 AM
FITZPATRICK, Alli (afitz118)	P&C Meeting tonight Thanks a lot for...	10:21 AM
WANG, Kristin (klync54)	Breaky @ BSSSC Good morning Kirsti... FSCS Needs Anal...	6/13/2025
FERDINANDS, Kirsten (kferd1)	Agenda to print Thanks a lot P&C Agenda 09 J...	6/9/2025
FERDINANDS, Kirsten (kferd1)	Draft Minutes from General Meeting 12... P&C General Me... +3	6/9/2025
meltainsh@gmail.com; Alli FITZPATRICK; info	P&C Meeting - Monday 12 May 2025 T... PC GM Agenda - ... +5	5/12/2025
Dong Yeon Lee; Johnson Leung; Shankar Subramanian	Slides 12th May 2025 - please update y...	5/12/2025
Shankar Subramanian	Link 2025 BSSSC PnC AGM and Gener...	3/31/2025
Johnson Leung; Shankar Subramanian; Juliet Brooks; Devika ...	BSSSC P&C 2025 Budget Thanks a lot ... 2025 BSSSC pc-a...	3/31/2025
spopo3@eq.edu.au; POPCVIC, Sanja (spopo3); Johnso...	Gym Donation Dear Sanja Good morn...	3/31/2025
Johnson Leung	Compliance report for 2024 Good mo... pc-compliance-re...	3/31/2025
FITZPATRICK, Alli (afitz118)	AGM 2025 - preparation and documents Brisbane South S... +6	3/30/2025
Juliet Brooks; Johnson Leung; Devika ...; Shankar Su...	2025 student protection risk managem... 2025-student-pro... +1	3/30/2025
Jamie Smith	Brisbane South SSC: AGM and items of ...	3. 3. 3.

Motion

“That the inwards correspondence be received and outwards be endorsed.”
Moved: V.M.
Seconded: C.M.
Carried

<p>4. President's Update</p>	<ul style="list-style-type: none"> • Volunteer appreciation; increased student involvement aligned with IB requirements. • Membership growth focus: <ul style="list-style-type: none"> ○ Encourage in-person attendance to boost engagement. ○ Online attendance declining as parents get busy; exploring options ○ Concern: 5:30 pm start is challenging for parents with young children and commuting constraints. ○ Options considered: <ul style="list-style-type: none"> ▪ Later start to accommodate work schedules. ▪ Rotating weekdays monthly (e.g., Tue/Wed) to avoid recurring activity conflicts. ▪ Earlier start debated but may be difficult for staff and commuters. ▪ Action: Run a parent survey to determine preferred meeting times and potential rotating schedule. • Communications: <ul style="list-style-type: none"> ○ Plan for a monthly pre-meeting P&C newsletter; forming a small committee to deliver. ○ Post-Riverfire survey for ideas/projects; planning for next year and smaller events. • Sponsorships: <ul style="list-style-type: none"> ○ Seeking corporate sponsors across networks; packages from modest levels up to \$1,000 for Riverfire. ○ School programs also open to sponsorship; brochures available.
<p>Motion</p>	<p>“That the President's update be accepted as tabled.”</p> <p>Moved: V.M.</p> <p>Seconded: J.L.</p> <p>Carried</p>
<p>5. Vice President's Update</p>	<ul style="list-style-type: none"> • Riverfire Current sales: \$1,739; 133 guests booked; sales expected to accelerate closer to event. No hard attendance cap decided yet. • Site logistics: <ul style="list-style-type: none"> ○ Entrance moved to Grantham Street. ○ Food trucks confirmed: German sausages, Mexican burgers; new ice cream truck interest received; Indian ice creams noted. ○ Beer and wine locked in. • Stalls: <ul style="list-style-type: none"> ○ 14–15 total stalls anticipated, including commercial food vendors (donating \$100–\$150/day) and school-family stalls (desserts, cakes, soft drinks, bubble tea) plus variety stalls (jewelry, crochet, direct trading). • Raffle: <ul style="list-style-type: none"> ○ Slow ticket traction (~\$130 earlier; pool of prizes growing to ~\$1,000+). ○ Prizes include: three \$200 hampers (real estate sponsor),

	<p>multiple \$100 dining vouchers, show/theatre tickets, \$100 champagne, additional items pending.</p> <ul style="list-style-type: none"> • Actions to boost promotion: <ul style="list-style-type: none"> ○ Leverage student social media advocacy; clarify policy and route posts via official school/PNC accounts. ○ Promote via Daymap, Facebook (~4k reach), Instagram, LinkedIn (Deputy running Brisbane South account). ○ Encourage students to produce short promo videos (TikTok/Instagram style) for tickets and event. ○ Volunteers and sponsors: <ul style="list-style-type: none"> ○ Current roster: ~7 students, 10–11 parents; ongoing sponsor outreach remains a key goal. ○ Planning meetings held twice; cadence continues. • Bunnings BBQ: <ul style="list-style-type: none"> ○ Oxley store date confirmed: 8 November. ○ September 20 allocation declined due to proximity to Riverfire. • Athlete's Foot sponsorship: <ul style="list-style-type: none"> ○ Program offers \$5 per shoe sale but requires school assembly access; likely a school (not P&C) application with funds to school.
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Motion	<p>“That the Vice President’s report be accepted as tabled.” Moved: S.S. Seconded: V.M. Carried</p>
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<p>6. Treasurer’s report and financial statement and any business arising from these</p>	<table border="1"> <thead> <tr> <th colspan="2" style="color: #0070C0;">Summary - Financial Report - June and July 2025</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="color: #0070C0;">June and July 2025</td> </tr> <tr> <td>Month of June and July 2025 Profit/loss</td> <td style="text-align: right; color: #C00000;">\$ (39,089.66)</td> </tr> <tr> <td>Profit year/ loss to 31 July 2025</td> <td style="text-align: right; color: #C00000;">\$ (39,717.69)</td> </tr> <tr> <td>Cash included credit stock balance 31 July 2025</td> <td style="text-align: right;">\$ 16,632.02</td> </tr> <tr> <td colspan="2">Note:1</td> </tr> <tr> <td colspan="2">Fundraising events - result summary</td> </tr> <tr> <td>Sausage Sizzle - Parents Meet and Greet 10 FEB 25</td> <td style="text-align: right;">904.26</td> </tr> <tr> <td>Container Refund Scheme</td> <td style="text-align: right;">81.91</td> </tr> <tr> <td>Brisbane Riverfire - Raffle tickets sales interim</td> <td style="text-align: right; color: #C00000;">130.00</td> </tr> <tr> <td>Sausage Sizzle - Open Day!! May 25 final</td> <td style="text-align: right;">1,240.54</td> </tr> <tr> <td>Sausage Sizzle - Bunnings SA</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Grant - Barbara O'shea MP SB Office</td> <td style="text-align: right;">1,000.00</td> </tr> <tr> <td>Donations - BSSSC Gym fitout</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black;">3,356.71</td> </tr> <tr> <td colspan="2">Major expenses YTD</td> </tr> <tr> <td>P & C Qld - Insurance 24/25 year - March 25</td> <td style="text-align: right;">2,650.83</td> </tr> <tr> <td>Audit fee - 2024 - March 25</td> <td style="text-align: right;">400.00</td> </tr> <tr> <td>AU (ORG.AU) Domain 25 renewal</td> <td style="text-align: right;">21.77</td> </tr> <tr> <td>Chaplaincy program</td> <td style="text-align: right;">-</td> </tr> <tr> <td>BSSSC Student Sports Initiative</td> <td style="text-align: right;">-</td> </tr> <tr> <td>BSSSC Student Academic Supports</td> <td style="text-align: right;">-</td> </tr> <tr> <td>BSSSC Award Night - sponsorship</td> <td style="text-align: right;">-</td> </tr> <tr> <td>BSSSC Award Night - drinks and prize</td> <td style="text-align: right;">-</td> </tr> <tr> <td>World Teachers Day</td> <td style="text-align: right;">-</td> </tr> <tr> <td>Annual Sponsorship to BSSSC - Gym - interim</td> <td style="text-align: right; color: #C00000;">40,000.00</td> </tr> <tr> <td>Cybersecurity presentations net expenses</td> <td style="text-align: right;">-</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">43,072.60</td> </tr> </tbody> </table>	Summary - Financial Report - June and July 2025		June and July 2025		Month of June and July 2025 Profit/loss	\$ (39,089.66)	Profit year/ loss to 31 July 2025	\$ (39,717.69)	Cash included credit stock balance 31 July 2025	\$ 16,632.02	Note:1		Fundraising events - result summary		Sausage Sizzle - Parents Meet and Greet 10 FEB 25	904.26	Container Refund Scheme	81.91	Brisbane Riverfire - Raffle tickets sales interim	130.00	Sausage Sizzle - Open Day!! May 25 final	1,240.54	Sausage Sizzle - Bunnings SA	-	Grant - Barbara O'shea MP SB Office	1,000.00	Donations - BSSSC Gym fitout	-		3,356.71	Major expenses YTD		P & C Qld - Insurance 24/25 year - March 25	2,650.83	Audit fee - 2024 - March 25	400.00	AU (ORG.AU) Domain 25 renewal	21.77	Chaplaincy program	-	BSSSC Student Sports Initiative	-	BSSSC Student Academic Supports	-	BSSSC Award Night - sponsorship	-	BSSSC Award Night - drinks and prize	-	World Teachers Day	-	Annual Sponsorship to BSSSC - Gym - interim	40,000.00	Cybersecurity presentations net expenses	-		43,072.60
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Brisbane South State Secondary College P&C Association					
Statement of Comprehensive Income					
For Period Ended 31 July 2025					
	June and July	Prior to June 25	YTD July 25	YTD Dec 24	
Income	\$	\$	\$	\$	
Fundraising					
Container Refund Scheme	33.00	48.91	81.91	326.17	
Social		-	-	273.45	
Sausage Sizzle - Meet & Greet etc		1,057.43	1,057.43	762.53	
Sausage Sizzle - Open day		1,833.53	1,833.53	1,339.40	
Sausage Sizzle - Bunnings		-	-	4,124.76	
Riverfire	130.00	-	130.00	39,209.15	
Donation		-	-	-	
Other income - Cybersecurity presentation		-	-	-	
Grant	1,000.00	-	1,000.00	-	
	1,163.00	2,939.87	4,102.87	46,035.46	
Expenses					
Audit fees		400.00	400.00	400.00	
Bank charges	0.60	1.20	1.80	13.00	
Donation - BSSSC	40,000.00	-	40,000.00	2,969.00	
Equipment / tools		-	-	-	
Fundraising					
Social		-	-	-	
Sausage Sizzle - Meet & Greet etc		153.17	153.17	478.71	
Sausage Sizzle - Open day	230.29	362.70	592.99	284.51	
Sausage Sizzle - Bunnings		-	-	1,113.92	
Riverfire		-	-	6,538.96	
Insurance		2,650.83	2,650.83	2,405.74	
Subscription	21.77	-	21.77	21.77	
Other expenses - Cybersecurity presentation		-	-	-	
	40,252.66	3,567.90	43,820.56	14,225.61	
Net Profit/ - Loss	(39,089.66)	(628.03)	(39,717.69)	31,809.85	

- Recent disbursement: ~\$40,000 paid to the school
- Ticketing platform collections noted separately; ~1,900 in sales on external platform, payouts post-event.
- Raffle to-date: ~\$1,130 revenue; final figures pending.
- Acknowledgment of sponsor support; recent additional grant/donation received (end-of-financial-year giveaway).
- Balances (as above): Aggregate balances across society account, debit card, GST receivable; total available balance position noted, with ~\$16,632.

Motion

“That the Treasurer’s report be accepted”
Moved: J.L.
Seconded: D.L.
Carried

7. Principal’s Update

Presented by C.P. (Deputy Principal)

Enrolments:

Year 7: 246; Year 8: 239; Year 9: 292 (largest); Year 10: 157; Year 11: 213;
Total: 1,247.

Leadership:

- Concordium Student Leadership Program launched (local/class reps;

state/year-level Propel leaders; federal/senior captains & prefects).

- Investiture held; leaders include Ananya Chilian Sherla, David Laniya, Isaac Sylvester, Batoul Soliman.

Academic and programs:

- Year 10 student-led SET planning and subject review completed.
- 2026 Biomedical Science and AFL Academy offers issued; 2026 enrolment interviews commenced (six rounds planned).
- Japanese Nigaata study tour hosted ~30 students.
- Semester 1 reports issued; Term 3 Week 4 parent-teacher interviews well-attended.
- AFL Academy advanced to quarterfinals in School of Excellence competition.
- Science Week program running with a dedicated assembly and weeklong activities.
- Ongoing communications via weekly Facebook highlights.

School Finances Snapshot (Presented by Sanja)

- Bank account balance: \$1,964,425 (growing healthily).
- Receivables:
 - Parents: \$91,328 (being followed up).
 - Other receivables (GST inputs, uniform commissions, etc.): \$31,751.
 - Total assets on hand: \$2,087,506.
- Payables and liabilities:
 - Payables: \$45,059.
 - Funds held in trust (security bonds): \$1,000.
 - Total owed to others: \$46,059.
- Net ownership position: \$2,041,446.
- Commitments and held funds:
 - Open POs (to increase as budget year closes): \$314,515.
 - Funds held for others (excursions, study trips, locker hire, trading): \$127,064; representative sports: \$828; homestay: \$27,510; total: \$153,745.
 - Provisions for future projects:
 - Asset replacement: \$95,941.
 - 2026 staffing (equity pathway): \$370,104.
 - Total provisions: \$466,045.
- Available funds: \$1,107,140 (significantly stronger than typical ~\$600k; supports expansion projects).
- Reconciliation notes:
- Net ownership: \$2,041,446.
- Pending reconciling items: salary recovery \$32,504; corporate cards \$48,122.
- Net assets per balance sheet summary: \$1,122,074.

	<p><i>P&C Acknowledgement</i></p> <ul style="list-style-type: none"> • Deep appreciation expressed for the P&C's \$40,000 contribution toward the school gym project.
<p>Motion</p>	<p>Motion: "That the Principal's report be accepted as tabled." Moved: C.P. Seconded: V.M. Carried</p>
<p>8. Working Groups - Grants - Fundraising</p>	<p>Fundraising</p> <ul style="list-style-type: none"> • Riverfire and Bunnings BBQ planning underway <p>Grants</p> <ul style="list-style-type: none"> • Athlete's Foot to be organized by BSSSC as P&C cannot run the fundrasing
<p>9. General Business</p>	<p>1. Guest Speaker – Barbara O’Shea – Government & Community Updates (presented earlier of the meeting due to timing)</p> <ul style="list-style-type: none"> • Cost-of-living measures and policy updates since the state budget: • \$200 "Play On" sports vouchers continue; seasonal release windows. • Primary schools received \$100 back-to-school boost (Term 1) for uniforms, books, extracurriculars. • 50-cent public transport fares continue. • No state electricity support this round; federal electricity rebates (\$275 x2) continuing through Christmas. • Paid placements for pre-service teachers, nurses, social workers; paid parental leave increased to 24 weeks with super on government leave. • Minimum wage up 3.5% (from July 1); super rate now 12%. • 2032 Olympics/Gabba precinct planning: • Cricket at the Gabba pending Olympic program decision (expected next year); interim advice indicates cricket at the Gabba if included. • GoPrint site across from the Gabba to be offered to private developer for Brisbane Arena; government signalling entertainment/housing focus. • Community survey live to capture desired uses (e.g., green space, community hub/library, housing). • Wollongabba Priority Development Area (PDA) revised plan (released Thursday): • Previously proposed 50% open space "Central Park" at GoPrint site no longer shown.

	<p>2. Gym Update (Gym Tour was done before the meeting due to Timing)</p> <ul style="list-style-type: none"> • <p>3. Uniforms Discussion</p> <ul style="list-style-type: none"> • Parent concerns raised regarding uniform costs (e.g., ~\$100+ merino wool jumpers, blazer ~\$210) compared with nearby schools; frequent loss of items creates financial stress. • Current supplier (Noone) engaged via Department of Education procurement; pricing, quality, and specifications were assessed during tender. • Contract status: <ul style="list-style-type: none"> ○ Standing offer arrangement under review by Department; school can extend current contract during transition. ○ Opportunity to re-evaluate supplier/terms once new standing offer is finalized. • Action: <ul style="list-style-type: none"> ○ School/P&C to provide feedback into procurement review; parent to share comparative pricing research to inform future decisions.
Applications for membership and recording of new members	No new membership applications received this month.
Motion	<p>“That applications for membership received be accepted”</p> <p>Moved :N/A</p> <p>Seconded: N/A</p>
Date of next meeting	Monday, 15 September 2025
Close	6:30pm
Actions from the meeting	<ol style="list-style-type: none"> 1. School/P&C to provide feedback into Uniform procurement review 2. Parent to share comparative pricing research to inform future decisions
Confirmation of Minutes	<p>Chair Name: V.M.</p> <p>Signature:</p>  <p>Date: 16/09/2025</p>



Brisbane South
State Secondary
College

Deputy Principal's Name: C.P.

Signature:

A handwritten signature in black ink, appearing to be the initials 'C.P.' with a stylized flourish.

Date: 16/09/2025