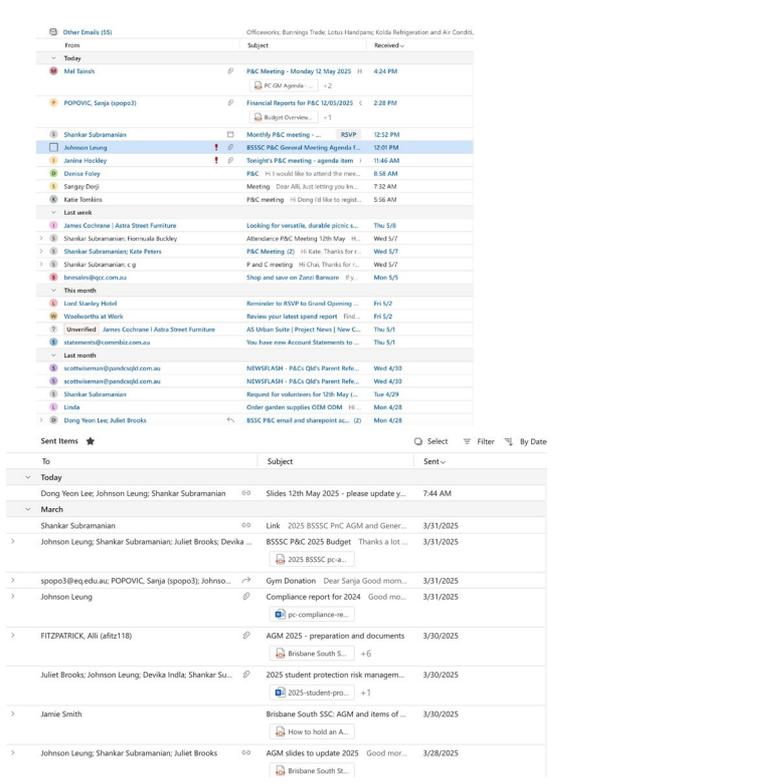


<b>P&amp;C General Meeting Minutes</b>	
<b>Date:</b> 12 <sup>th</sup> May 2025 <b>Time:</b> 5:33pm <b>Location:</b> Resource and Innovation Centre	
<b>AGENDA ITEM</b>	
<p>1. Opening, welcome and apologies</p>	<p>Acknowledgment of country and welcome by President, Viraj Meena</p> <p>Apologies:</p> <p>Attendance : C.M, R.C., K.T., BB.O., A.M., K.F., S.P., D.L., J.L., S.S., V.M.</p>
<p>2. Confirmation of the minutes of the previous General Meeting on 31st March</p>	<p>Amendments: Treasurer’s report tittle to be amended from “Year to Jan – Feb 2025 Report” to “Year to Jan – Mar 2025 Report”</p>
<p>Motion</p>	<p>Updated minutes to be finalized and moved in the next meeting.</p>
<p>3. Correspondence since the previous meeting:</p>	
<p>Motion</p>	<p>“That the Correspondence be accepted.” Moved            S.S. Seconded      J.L. Carried</p>



4. Presidents Report	<ul style="list-style-type: none"><li>- 2025 planning underway with a renewed focus on growing membership and volunteer engagement.</li><li>- A parent survey will be circulated to gather ideas for future initiatives.</li><li>- Riverfire to remain a flagship fundraising event; smaller events also planned.</li><li>- Emphasis on enhancing communication through regular meetings and outreach.</li><li>- Initiative to restart corporate sponsorships discussed.</li></ul>
Motion	"That the President's report be accepted." Moved V.M. Seconded J.L. Carried
5. Vice President's Update	Proposed social events: <ul style="list-style-type: none"><li>- 14<sup>th</sup> May - Open Day BBQ: Higher attendance expected, likely surpassing last year's fundraising.</li><li>- Bunnings BBQ: Awaiting slot due to delayed insurance paperwork; revenue expected \$3,000-\$4,000.</li><li>- Social event proposed for 31 May or sooner, location TBD.</li><li>- 6<sup>th</sup> September - Riverfire event, projected revenue \$30,000-\$40,000.</li><li>- School Color Fun Run: Preliminary discussions underway.</li><li>- School Disco:<ul style="list-style-type: none"><li>o Must be held off-site due to supervision limitations and prior behavioral concerns.</li><li>o Venues like PCYC or community halls considered ideal.</li><li>o Tentative timeline: end of Term 2 or last week of June.</li></ul></li></ul>
Motion	"That the Vice President's report be accepted as tabled." Moved D.L. Seconded J.L. Carried..
6. Treasurer's report: Summary Financial Report	Year to Mar-Apr 2025 Report <ul style="list-style-type: none"><li>- March-April saw limited income; major expenses included:<ul style="list-style-type: none"><li>- <b>Insurance:</b> \$2,650</li><li>- <b>Audit Fees:</b> \$400</li></ul></li></ul>



	<ul style="list-style-type: none"><li>- <b>Miscellaneous Events:</b> A few hundred dollars</li><li>- Resulted in a net loss of ~\$3,123 YTD.</li><li>- Carried-forward balance remains healthy at ~\$54,000.</li><li>- Financial position includes GST credits and stock valuation.</li></ul>
Motion	<p>“That the Treasurer’s report be accepted for period ending 30 April 2025.”</p> <p>Moved J.L. Seconded D.L. Carried</p>
7. Principal’s Update and updates from Sophie (Chaplain)	<p>Welcome to new families</p> <ul style="list-style-type: none"><li>• Student enrollment stands at 1,246 as of May 2025.</li><li>• Two international study tours were successfully completed: one to China, including visits to a partner university in Wuhan, and one to the UK. Students demonstrated exemplary behavior and acted as outstanding ambassadors for the school.</li><li>• The success of these tours has paved the way for future cultural and academic exchange programs. A second UK literature tour is scheduled for September.</li><li>• The Principal highlighted the upcoming selective entry applications and enrollment interviews, with strong interest already shown.</li><li>• The school hosted the IB Australasian Conference with over 300 attendees, further strengthening its international education reputation.</li><li>• Significant progress was shared on the school's financial health:<ul style="list-style-type: none"><li>○ Carried forward funds from 2024: ~\$1.3 million</li><li>○ Planned revenue for 2025: ~\$2.47 million</li><li>○ Planned expenditure and provisions: ~\$3.35 million</li><li>○ Net assets remain strong, with total assets exceeding \$2 million and minimal liabilities.</li></ul></li><li>• Investments have been directed toward infrastructure, including a gym refurbishment with new flooring and equipment aligned with student athletic development needs.</li><li>• Staff will undergo certification for gym supervision, ensuring safety and compliance.</li><li>• The school continues to enhance its digital and academic programs, preparing for the long-term</li></ul>



implementation of federal and state funding agreements.

- Budget formally accepted by the council.

### **Finance Update**

#### **School Budget Overview (2025)**

- **Opening Funds (Carried Forward from 2024):**  
The school began the year with a healthy carryover of **\$1.31 million**.
- **Planned Revenue for 2025:**  
The school expects to receive about **\$2.48 million** through government funding, student fees, facility hire, and other sources.
- **Planned Spending:**  
Around **\$3.35 million** is budgeted for teaching, programs, excursions, staffing, facilities, and equipment.
- **Planned Provisions for the Future:**  
About **\$443,000** has been set aside for **next year's staffing, equipment replacements, and strategic needs**.

#### **Current Financial Snapshot**

- **Total Assets (What the School Owns):**  
Just over **\$2.08 million**, including cash in the bank and money owed by families (e.g., unpaid school fees).
- **Total Liabilities (What the School Owes):**  
Approximately **\$21,000**, mostly security deposits and minor payables.
- **Net Position (Assets Minus Liabilities):**  
The school is in a strong position, owning **~\$2.06 million** more than it owes.

#### **Student Resource Scheme (SRS)**

##### **2024 Recap:**

- Families were invoiced **\$437,427**
- The school spent **\$409,151** on SRS items (books, coats, classroom materials)
- After accounting for unpaid fees (~\$12,000), about **\$16,000** remains and is being saved for future SRS needs

#### **Gym Refurbishment**

- The school gym is getting a major upgrade:
- Funded in part by a **\$40,000 contribution from the P&C**
- Includes new flooring, lifting platforms, and modern fitness equipment
- Expected completion: **mid to late June 2025**



	<ul style="list-style-type: none"> <li>• Staff will also be trained to safely supervise students in the new gym</li> </ul> <p><b>Notable Upcoming Costs</b></p> <ul style="list-style-type: none"> <li>• Support for the <b>Chaplaincy Program (~\$40,000)</b></li> <li>• <b>Ongoing excursions and study tours</b></li> <li>• <b>Staffing needs</b> for 2025</li> <li>• <b>Facility maintenance and repairs</b></li> </ul>
Motion	<p>“That the Principal’s report be accepted as tabled.”</p> <p>Moved K.F. Seconded V.M. Carried</p>
8. Special Guest Speaker – Barbara O’Shea	<ul style="list-style-type: none"> <li>• <b>B.O.</b>, new State Member for South Brisbane, addressed the meeting.</li> <li>• Shared background: Former physician, mental health and hospital leadership roles; mother of three.</li> <li>• Elected via grassroots campaign with a focus on homelessness, cost of living, and community safety.</li> <li>• Advocates for respectful parliamentary conduct and robust community engagement.</li> <li>• Offered support to the school and P&amp;C in terms of advocacy and connections.</li> <li>• Commended the Riverfire event and the school’s community involvement.</li> </ul>
9. General Business	<ul style="list-style-type: none"> <li>• <b>Parent-Teacher Interview Bookings:</b> Concerns raised about booking glitches and timing discrepancies. Principal acknowledged and confirmed ongoing platform review.</li> <li>• <b>Rocklea Sports Field:</b> Still pending due to site contamination and funding delays. Updates expected from Department of Education and local MPs.</li> <li>• <b>Athletes Foot Fundraiser:</b> Form located, and campaign preparations are underway. Store to be finalized soon for purchase-based donations.</li> </ul>
Motion:	<p>Moved: V.M. Seconded : J.L.</p>
10. Receive applications for membership (to include renewal of existing membership and new membership)	<p><u>Applications for NEW membership:</u></p> <p>M.K.</p> <p>Total membership = 52</p>



Close	6:43pm
<p><u>Confirmation of General Meeting Minutes</u></p> <p>Chair Name: V.M. Signature:</p>  <p>Date: 10/6/2025</p> <p>Executive Principal: K.F. Signature:</p>  <p>Date: 10/6/2025</p>	