



P&C General Meeting Minutes

Date: 13.03.2023 **Time:** 6:39pm **Location:** Resource and Innovation Centre / Online

AGENDA ITEM

1. Opening and welcome

Incoming president V.M.

2. Confirmation of the minutes of the previous general meeting

No amendments

Motion

“That the minutes be confirmed as a true and correct record of the meeting held 13.02.23.”

Moved: V.M.

Seconded: J.L.

Carried

3. Correspondence since the previous meeting:

Correspondence In

Correspondence In	Summary and / or Actions
8.02.2023 – Marsh Advantage to JS	Activity certificate for BBQ
9.02.2023 – Marsh Advantage to JS	Advising food sales/BBQ on School Grounds is a standard operation of a P&C Association and does not require event notification to be provided
13.02.2023 – P&C QLD	2023 P&C annual membership and insurance renewal notification
13.02.2023 – SK to P&C info	Adding items to general business
13.02.2023 – CS to P&C	Request for P&C membership form – form sent
14.02.2023 – MA to P&C / JS	Query / resume regarding relief teacher
20.02.2023 – SK to JS	Query regarding P&C policy
20.02.2023 – AF (BSSSC) to JS	SB request for Chaplaincy Workplan singing
21.02.2023 – GM to P&C	Enquiry regarding minutes
23.02.2023 – KM to P&C	Information only Koton Kraft, we provide fundraising services for school
25.02.2023- MG to P&C	Info only photography services
27.02.2023 – MK to P&C	Request for information on when the regular P&C meetings are held each month throughout the year (ie. date/time)
27.02.2023 Active travel Annerley to P&C	Support from the P&C for our open letter for safety improvements along Annerley Rd
01.03.2023 – AF to MM	Advising apologies form DN for next meeting. Apologies noted
2.03.2023 – IW to P&C	Info only sleep program
2.03.2023 – MX to P&C	Advising release of Stronger Communities round 8 has been released
2.02.2023 – KA from P&C QLD	Advising typical amount per term for Building Funds and Similar
12.03.2023 – TA from NEW YORK WAFFLES FOOD TRUCK	Request to attend school events – sent email re keeping in touch with the coming up events
9.03.2023 – PH from Williamson	Info only – school uniforms
9.03.2023 – KT from Amy McMahon office	Requesting time to attend
10.03.2023 – SK and RA	Request to add items for general business

Correspondence Out

Correspondence Out	Summary / Actions
7.02.2023 – JL to Marsh	Activity declaration P&Cs Qld INSURANCE
8.02.2023 – JS to BSSSC	BBQ at school – agenda and volunteer request for first P&C meeting
13.02.2023 – JS to SK	Items added to the agenda
13.02.2023 – MM to CS	P&C membership from sent
14.02.2023 – JS to KF	Query forwarded
21.02.2023 – JS to GS	Advising minutes loaded when corrected and moved and seconded at the March meeting
21.02.2023 – JS to SK	Advising operations under P&C Qld model constitution and checking on any amendments for the March AGM. P&C policies need to be renewed at the AGM
21.02.2023 – JS to AF (BSSSC)	Advising endorsement for Chaplaincy Workplan
27.02.2023 – JS to MK	Advising on the details of the meeting schedule from AGM to 12 th Feb 2023
27.02.2023	Voluntary Financial Contributions – request for recommended amounts
28.02.2023 – JS to Active travel Annerley	Advising our P&C meeting data and early stages of setting up Facebook page
28.02.2023 – JS to P&C Executives	Advising of submission of Community Benefit Fund – Application Number: APP-040652
02.03.2023 – JS to MC	Acknowledged the notification for the grant
12.03.2023 – JS to KT Amy MacMahon's office	Advising time for the P&C meeting

Motion

“That the inwards correspondence be received, and outwards be endorsed.”



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	Moved: V.M. Seconded: J.S. Carried
4. President's Update - Business arising from the correspondence - table of executive committee's decisions (if any)	Objectives 2023 Outlook <ul style="list-style-type: none">• Growth in membership, engagement and volunteers• Trialling hybrid meetings as standard practice• Financial stability and capacity to contribute to students and school• Voluntary Financial Contributions• Events and fund-raising• Communications<ul style="list-style-type: none">• Improvement of our page on the school's website• Keen and energetic volunteers who can take an activity by the reins
Motion	"That the President's update be accepted" Moved: V.M. Seconded: J.S. Carried
5. Treasurer's report and financial statement and any business arising from these	Summary Financial Report <ul style="list-style-type: none">• Financial report overview given for Jan/Feb 2023• Cash on hand \$ 15022.66• Budget to be tabled at next meeting.• Text more readable next time
Motion	"That the Treasurer's report be accepted for Period Ending February 2023". Moved J.L. Seconded V.M. Carried
. Principal's Update including Deputy Principal's and HOD update	Mrs K.F. School values <ul style="list-style-type: none">- Commitment- Respect- Inclusivity- Integrity Pushing the new standard Current enrolment 757 <ul style="list-style-type: none">• Year 7 - 290• Year 8 - 252



	<ul style="list-style-type: none">• Year 9 - 215 <p>99% attendance target (currently at 94.8%) Strategies and goals aligned with focus on</p> <ul style="list-style-type: none">• Education achievement• Wellbeing and engagement• Culture and Inclusion <p>Student Presentations Updated on behalf of Business manager – Mrs S.P. 2023 Budget Summary</p> <ul style="list-style-type: none">- Opening balance \$ 893,974- Expected Revenue \$ 1,379,754- Total Expected Revenue \$ 2,273,728- Expenditure \$ 572,101 <p>Student Resource Scheme including TRA</p> <ul style="list-style-type: none">- Year 7-9 \$ 322,779 <p>SRS for Year 2023</p> <ul style="list-style-type: none">- Year 7 - \$ 313- Year 8 - \$ 360 <p>More details in the next meetings – there are some user pays components.</p> <p>Coming up</p> <ul style="list-style-type: none">• Student leader nominations and selections• Biomedical and AFL 2023 launch events• Naplan week 7,8 and 9• Gala sports day Term 1• Year 9 camp
Motion	"That the Principal's report be accepted as tabled". Moved Mrs K.F. Seconded V.M. Carried
8. General Business	Items received and discussion notes <ul style="list-style-type: none">• Dr A.M. MP– closure of East Brisbane SS• Update from SK. re: establishment of moderated Year 7 Parents' Facebook page to create community connection, share school news and upcoming event information. (RA and SK)



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	<ul style="list-style-type: none">• Proposal for whole of school community building information nights, suggested first event in Term 2 – Information Session for parents on Cyber Safety. (RA and SK) – ideas to be put forward to P&C and school and the event can potentially be held at the school. Other members of community can also be invited to share costs• Discussion of P&C fundraising goals and program – what is currently proposed and what are the next steps? – this is to be discussed further in the coming meetings (RA and SK)• Request for school to provide information re: sexuality and relationships education program (including consent and protective behaviors) – what are the plans for Year 7 in 2023 (RA and SK) – BSSSC explained current programs and advised to explore further with the school.
10. Applications for membership and recording of new members	Link for the application for 2023 is on the P&C web site. Please email all requests to the following email address for an offline form info@brisbanesouthsscpandc.org.au .
Date of next meeting and other upcoming meetings	P&C – 8 th May 2023 at 5-:30 pm Others Monday 12 June (T2, W9) Monday 10 July (T3, W1) Monday 14 August (T3, W6) Monday 11 September (T3, W10) Monday 9 October (T4, W2) Monday 13 November (T4, W7) Monday 12 February (T1, W4)
Close	7:43 pm
Confirmation of Minutes Chair Name: V.M. Signature:  Date: 29/03/2023 Principal's Name: K.F. Signature:  Date: 29/03/2023	