



Brisbane South
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| P&C General Meeting Minutes | |
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| Date: Monday, 14 August 2023 Time: 5:30pm Location: Onsite / Teams | |
| AGENDA ITEM | |
| 1. Opening, welcome and apologies | Acknowledgment of country and welcome from President, V.M. Housekeeping: Onsite meeting Apologies: <ul style="list-style-type: none">• J.S.• R.C. |
| 2. Confirmation of the minutes of the previous general meeting | Amendments: <ul style="list-style-type: none">- Incorrect printed copy of meeting minutes (May 23) provided in error.- Minutes not provided online – Secretary to amend and send electronic copy to those who requested. |
| Motion | “That the minutes be confirmed as a true and correct record of the P&C meeting held 12.06.23. Moved: J.L. Seconded: V.M. Carried |



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3. Correspondence since the previous meeting:

| Inbound | Summary / Action |
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| 13.06 – Positive feedback email for P&C President | Noted |
| 14.06 – P&C QLD State Conference information email | For information |
| 15.06 – Possible meeting – Westender | Meeting request for P&C President |
| 16.06 – EOJ for QCPA Board of Directors | For information |
| 19.06 – Invitation to Back to School Fete from South Bne Electorate | For information |
| 20.06 – P&C QLDs Lunch & Learn with Australian Fundraising | For information |
| 22.06 – CBA account update | For information |
| 23.06 – Request from BSSSC to cancel July P&C Meeting due to it being scheduled for Day 1 of Term 3 | Request to cancel meeting – endorsed by P&C President |
| 23.06 – Premier Touch information | Forwarded to BSSSC Exec for action |
| 23.06 – Confidence and Resilience Building Workshop | Referred to BSSSC Exec |
| 23.06 – Request for items to be added to July meeting agenda | Actioned by P&C Secretary |
| 03.07 - P&C QLD State Conference reminder | For information |
| 06.07 – Query from parent / carer around cancellation of July P&C Meeting | Referred to P&C President for response |
| 10.07 – Invitation to Exhibition of Student Work at BSSSC | Responded to |
| 11.07 – Confirmation of P&C Minute receipt by School Exec for signing | For information |
| 12.07 – Request for P&C support for Chaplaincy Service government funding request for BSSSC | Actioned by P&C Secretary |
| 14.07 – Sports (Go for Gold) and other collaboration request from Primary School P&C President | Forwarded to P&C President for response |
| 18.07 – P&C Membership submission (Renee Templeton) | Actioned by P&C Secretary |
| 24.07 – Request for Sexual Health program for Year 7 Students to be added to Agenda | Actioned |
| 28.07 – Oasis Dental Studios | For information |
| 28.07 – 2023-24 Volunteer Grants (Max Chandler-Mather MP) | For information |
| 01.08 – CommBiz Account Statement | For information |
| 03.08 – Riverfire Event Planning – event volunteering | For action by P&C Vice President |
| 07.08 – Query re P&C date | Clarified by BSSSC Exec to Parents / Carers |
| 08.08 onward – Riverfire Humanitix Orders | For information & event management |
| 09.08 – Deep Gray offer for portrait prizes for Riverfire Event | For action |
| 11.08 – Invoice / order confirmation from Eventgroove | Riverfire event budget |
| 12.08 – Presents of Mind prize donation for Riverfire raffle | Riverfire event action |
| 13.08 – Further request to have Sexual Health program added to August P&C Agenda | Actioned by Secretary |
| 13.08 – Request for August P&C Meeting online teams link | Actioned by Secretary |
| 13.08 – Request for August P&C Meeting agenda addition – AFL Academy Parent committee | Actioned by Secretary |
| 13.08 – P&C Attendance Apology | Actioned by Secretary |
| Outbound | Summary / Action |
| 18.06 – Minutes distributed for review / approval to BSSSC Exec & P&C President | Actioned by Secretary |
| 21.06 – Confirmation of P&C dates / venue to South Brisbane Electorate Office | Actioned by Secretary |
| 22.06 – Request for clarity on enrolment numbers for minutes | Actioned by Secretary |
| 11.07 – Email from P&C supporting request for BSSSC providing a Chaplaincy Service and endorsing government funding application | Actioned by Secretary |
| 03.08 – Riverfire communication materials shared with BSSSC Executive for promoting to families | Actioned by P&C Vice President |
| 02.08 – Request to Bunnings Rocklea for Sausage Sizzle allocation | Actioned by P&C Vice President |
| 03.08 – Riverfire photos | P&C Vice President thank you to BSSSC Exec Officer for information |
| 07.08 – Response to Richard Abraham confirming items added to August P&C Agenda | Actioned by P&C Secretary |
| 11.08 – Event wristbands for Riverfire event | Shared by P&C Vice President |
| 12.08 – Thank you from P&C Vice President to Presents of Mind for event raffle donation | Actioned by P&C Vice President |

Motion

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

Moved: V.M.

Seconded: J.B.

Carried

4. President’s Update

- Business arising from the correspondence

- table of executive committee’s decisions (if any)

General information:

- Thank you for supporting the BBQ at open day – Term 1
- Planning for Riverfire underway:
 - Corporate Sponsorships and Local Business Communities
 - Families invited to get involved
- Systems set up:
 - Tickets



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| | <ul style="list-style-type: none"> ○ Raffles ○ Volunteer Management ○ Security • Keen and energetic volunteers – always welcome! |
| Motion | <p>“That the President’s update be accepted”</p> <p>Moved: V.M.</p> <p>Seconded: J.B.</p> <p>Carried</p> |
| 5. Treasurer’s report and financial statement and any business arising from these | <p>Summary Financial Report:</p> <ul style="list-style-type: none"> • Financial report overview given for July 2023 • Total uncommitted cash (incl. stock available) as at 31 July is \$13,836.19 • Major expenses – Insurances: \$1,933.41 • Fundraising event income: \$1905.85 • Riverfire! ticket sales currently sitting at ~\$3.3K <p>The Executive Principal advised that a wish list of resources is being prepared to identify requests for key equipment for facilities moving forward. Once available, these will come to the P&C requesting a contribution to support the school in 2024.</p> <p>Previously, the P&C made a \$1000 donation to key resources for students. More significant purchases are likely to come through as the school becomes more mature.</p> <p>The P&C is working toward applying for grants for equipment and support for volunteers.</p> |
| Motion | <p>“That the Treasurer’s report be accepted for Period Ending July 2023</p> <p>Moved J.L.</p> <p>Seconded J.B.</p> <p>Carried</p> |



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| 6. Vice Presidents Update | Key events: Term 3: <ul style="list-style-type: none">• Riverfire! Saturday 2 September (end of wk 8, Term 3) – Get your tickets! 250 tickets sold to date.• Positive support from community and sponsors to contribute to the online raffle for Riverfire!• Communication around more specific volunteer activities to be sent out shortly. Aim is to create a fantastic community event that brings people together and generates some income for the P&C.• Showcase by getting involved and hosting a stand. Term 4: <ul style="list-style-type: none">• End of year fundraising BBQ for students and staff – Bunnings. Currently in date lottery and hoping to be selected for a weekend in November. |
| Motion | “That the Vice President report be accepted as tabled” Moved V.M. Seconded J.L. Carried |
| 7. Principal’s Update including Deputy Principal’s and HOD update | Our vision: <ul style="list-style-type: none">• Challenging conventions• Collaborating with the best• Thinking globally, acting locally School values <ul style="list-style-type: none">• Commitment• Respect• Inclusivity• Integrity Current enrolments: 752 students Year 7: 292 Year 8: 247 Year 9: 213 |



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| | <p>Target attendance 99% (93.3% current attendance). High performing against school sector benchmarks.</p> <p>Enrolling students every week, including enquiries from international families.</p> <p>Term highlights:</p> <ul style="list-style-type: none">- Year 7 camp- International student study tours – Hong Kong & Japan- 2024 Enrolments (In-catchment & Selective Entry) – currently sitting at approx. 180 enrolments for Year 7 2024 with capacity to take siblings (only for 2024 and to be reviewed for subsequent years). Current capacity is capped at 200.- Semester 1 2023 Reports & Parent / Teacher interviews- University of Melbourne research titled ‘Schools and becoming – adolescent place making in Australian vertical schools’ student displays.- Year 10 Information evening & (2024 subject selections)- Arts Soiree – Wednesday 9 August Approximately 300-400 family members attended event.- Stage 2 building fit-out continues. Timelines on track.- Architects, BVN, were named as the winner of the 2023 Ministers Award for Urban design for the BSSSC project. BVN are also shortlisted for Association for Learning Env. James D MacConnell Award.- Semester 1 results outlined for all year levels – students have achieved outstanding results across all year levels and all domains.- Outperforming majority of like schools within the State.- Naplan 2023 (Years 7 and 9) – Banding is now gone with revised categories introduced to identify percentages of students across the |
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| | <p>different levels. 80 – 90% of students are sitting in the strong or exceeding levels.</p> <p>Coming up:</p> <ul style="list-style-type: none">- Ekka holiday (16 August)- Student Free day (1 September) and school will be closed for teacher professional development- Science Week – 14 – 18 August- Book Week – 21-25 August (Theme: Disney / Marvel)- Year 9 Adventure Ready Camp occurs at end of this term. <p>2023 Chaplaincy at BSSSC (Sophie)</p> <ul style="list-style-type: none">- 121 individual appointments with students- Work in collaboration with Guidance Officer, Health Nurse and University students to support work.- Aim is to create a feeling of belonging and sense of community within school. Also considering events to help promote these (e.g. LGBTIQ+ initiative, knitting workshop, mental health awareness initiatives).- Annual fundraiser recently held to help retain Chaplaincy service in school. Approx \$10000 raised and split between represented school Chaplains.- Application for next Government funding round supported by BSSSC Executive and P&C to ensure continuation of this service within the school.- Call for volunteers for Breakfast Club – aiming to get it started in the coming weeks. To be run via in school cafeteria (Tues, Wed, Thurs mornings). <p>Business Manager – Mrs S.P. is unavailable due to conference attendance. Next meeting full financial update to be provided.</p> |
| Motion | “That the Principal’s report be accepted as tabled” Moved Mrs K.F. |



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| | Seconded V.M. Carried |
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| 8. General Business | <ul style="list-style-type: none">• Cyber safety session for parents/carers – R.A. <p>R. has identified a quality 'Internet Safe Education' program that is delivered by an ex-police officer and focuses on cyber safety. Individual sessions cost \$1500, however if a decision was made to run both parent and student sessions, there is a bundling option to bring the costs down per session.</p> <p>It was suggested that a Term 4 session for parents would be a possibility as the facilitator has availability. It was also suggested that session attendance could have an associated fee (e.g. \$10 - \$20 per family) with the remainder to be absorbed by the P&C.</p> <p>Chappy S. advised that E-Safety also run free webinars on a range of topics that might suit as a quick resource for parents.</p> <p>ACTION: R. to lodge proposal form for next P&C Meeting where a decision will be made. He will also liaise with BSSSC Executive Assistant (A.) regarding the best date to run a session for students.</p> <ul style="list-style-type: none">• Education session on The Voice – R.A. <p>R. volunteered to facilitate a parent-focused education session at the school to provide facts around what 'The Voice' Referendum is actually about to help guide informed decision-making.</p> <p>BSSSC Executive Principal expressed concern around aligning BSSSC with this issue given the political nature of the subject matter. However,</p> |



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| | <p>is open to seeking advice from the Department of Education.</p> <p>P&C Vice President suggested considering a neutral venue to host the event given the importance of the topic and promoting via the P&C channels to parents and community members.</p> <p>ACTION: Executive Principal to seek advice around hosting within the school.</p> <p>ACTION: R. to share presentation he would deliver.</p> <ul style="list-style-type: none">• AFL Academy parent committee / sub-committee – J.H. <p>J. suggested that a parent run committee / sub-committee be introduced to support the BSSSC AFL Academy in a similar way to other high schools. This would incorporate team management and an increased ability for parents to become more involved in a supportive and positive way.</p> <p>ACTION: Executive Principal supports initiative and will have the Deputy Principal (K.) make contact with J. to progress (upon her return from leave).</p> <ul style="list-style-type: none">• Sexual Health Program (Year 7) – S.K. If not possible for this year, it would be good to roll into year 8 in 2025 if possible. <p>Request made to introduce a 3rd party Sexual Health Program for Year 7 students to ensure students are appropriately educated around key topics related to their development.</p> <p>The Executive Principal explained that any 3rd party delivery of educational materials would need to be mapped into the curriculum which is</p> |
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| | <p>built from the ground up in a new school environment.</p> <p>It was outlined by the HOD (Science) that BSSSC has proactively incorporated some of these important content into the Science classes already and there is intent to further build on this. The school-based nurse has been involved in developing and delivering this content.</p> <p>The School Chaplain advised this is a topic that the team have commenced exploring also.</p> <p>ACTION: S. to re-send detailed overview of content to Executive Principal for further review and consideration.</p> <ul style="list-style-type: none">• School facilities - E.A. <p>Some issues were raised around school facilities including:</p> <ul style="list-style-type: none">○ Lack of soap in toilets. Response: <i>BSSSC will investigate what is happening here and will advise the cleaners.</i>○ Toilet shut down across some areas of the campus. Response: <i>The toilets that have been closed are in areas that are not currently required to be accessed across the campus. These will open as the school capacity increases. There are ample toilets available in all other accessible areas for the volume of students currently enrolled.</i>○ Limited functioning badminton racquets available. Response: <i>Wear and tear on equipment occurs and there is limited funding to replace. Suggestion that this might be</i> |
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| | <p><i>something the P&C could consider allocating funding to.</i></p> <ul style="list-style-type: none">○ Sanitary bins within toilets – request to increase bins to avoid embarrassment and waiting among girls who require them. <p><i>Response:</i> <i>It was clarified that all Unisex toilets are equipped with sanitary bins across the campus.</i></p> <p><i>School Chaplain is currently awaiting the delivery of a vending machine to discretely provide free sanitary products to students.</i></p> |
| 10. Applications for membership and recording of new members | <p>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.</p> <p>1 membership application received for current meeting.</p> |
| Date of next meeting | Monday, 11 September 2023 |
| Close | 7:00pm |
| Confirmation of Minutes Chair Name: V.M. Signature:  Date: 15/08/2023 Principal's Name: K.F. Signature:  Date: 15/08/2023 | |