



CABOOLTURE STATE HIGH SCHOOL P&C ASSOCIATION
General Meeting Minutes
4 May 2022, 5:30 pm

Meeting opened: by Brad Smith – President – 5:36pm.

Attendance:

Tania McCasker, Deann Buck, Fiona Free, Tess Hennessey, Alison Seymour, Jacqui Warner, Debra Smith, Rebecca Smith, Jannene Nicholson

Apologies: Maria Sharp

Confirmation of minutes of previous General Meeting 9 March 2022:

Moved Fiona Free, Second Allyson Seymour. Confirmed and passed.

Business arising from the minutes of the previous meetings:

- Review the schedule for the P&C Meetings (day/time) moving forward

Outcome: Meeting times to be trialled Thursdays @ 9:30am

- Secretary Vacant Position

Outcome: No forthcoming nominations presently – Role to be covered by committee

Treasurer's Report:

1. Account Balances

	2 March 2022	1 April 2022
General Account 00900822	\$12,232.87	\$12,232.87
Tuckshop Account 10091351	\$5,059.01	\$5,059.01
Uniform Shop Account 00930511	\$0.00	\$0.00
CMS Balance	\$3471.13	\$3471.13
TOTAL	\$20 763.01	\$20 763.01

2. Invoices/Payments Paid – Follow up required with CMS regarding Accounts Paid (Tania McCasker)

Motion: That the financial records be received as correct and reconciled.

Moved: Tania McCasker, Seconded Jacqui Warner

Email Correspondence:

- 28/03/2022 - Brian Abrahams – Consultant WH&S, Community Management Solutions (WH&S Audit) for any P&C Facilities

- 31/03/2022 – P&C QLD (RE: Update of Information)
- 11/04/2022 – P&C QLD (RE: Notice of Extraordinary General Meeting – Motion to remove a Director)

Business arising from Correspondence: *Tess Hennessy to update P&C Email Account and email copy to Region. Brad Smith to attend P&C QLD Meeting via Teams. Tess Hennessy to have us removed from Mailing List for WH&S*

Moved: Tania McCasker, Seconded Jacqui Warner

Principal's Report:

- The Principal suggested removing 2nd bank account (Tuckshop) into main account – enough time has passed negating the requirement to keep it open.
- Process of new classroom handover – Kitchen and Manual Arts. Prospect of opening school to tours for parents. June hoping for opening to P&C/School Council; October/T1 2023 Open Day.
- Health Hub refurb commenced 04/05/22 (Ag Site)
- Version 9 Aust Curriculum released
- Tennis Australia Grant/SSSS Grant (Tuckshop) - may require letter of support from P&C
- New Curriculum Plan and Strategic Plan to be signed off at end of 2022
- CREATE – Sponsored by P&C, signed off by Region – Alternate subject based at farm – currently 17 students participating
- PBL / School Council – require community involvement and external groups required.
- Proposed fundraising be commenced this Term

Moved: Brad Smith, Seconded Tess Hennessy

Finance Report:

(Submitted by Maria Sharp, Presented by Tess Hennessy)

- Breakdown of current financial status presented as per report
- Term 2 Excursion Report submitted

Moved: Tess Hennessy, Seconded Brad Smith

General Business:

- Review of engagement of CMS (re Bookkeeping Services)
 - *Motion: That the P&C Association keep CMS as Bookkeepers until EOFY and revisit at that time. Audit – 31/12/21 – suggestion to close Tuckshop/Uniform Accounts; Close PAYG. Consider ending contract with CMS at end of August. Account for David Unwin \$1540 (Account for Audit)*
 - *Moved: Deanne Buck, Seconded Brad Smith*

- School Uniform Review Update - Tess Hennessey outline requirement in changing uniform. Sub-Committee required, preferably 2 parents per year level. Discussion of role of subcommittee. Meeting time for subcommittee to coincide with future P&C Meeting (initial sub meeting 9:30am 02/06/22) School Locker to provide presence and samples.
- Fundraising – Online fundraising requires minimal setup. Tess to collate and submit suggestions at next meeting.
- Air-conditioning in Sports Performance Centre – Hirer advised air conditioning not functioning properly – Fiona Free (Principal) to investigate further
- School Magazine 2021 – in compilation phase for release 2023
- School Magazine 2020 – in publication stage – discussion around delay and compilation.
- Suggested meeting dates – 16/06/22, 27/07/22, 14/09/22, 23/11/22 – start time 9:30am – dates are dependant on school activities
- Application for Membership Received – Rebecca Smith and Debra Smith – *Moved Jacqui Warner, Accepted Deanne Buck*

Next meeting date: 16/06/2022 @ 9:30am

Meeting Closed: at 7.06 pm.