

Kirwan State High School's Parents & Citizens Association

Kirwan State High School's P&C Minutes


Date: 12/11/2024



Time: 6.00pm

Location: Future Centre

Attendance: Karen Andersen, Lyn Phillips, Sue Thomas, Rikki Shaw, Mandy Blackford, Peter Cox, Nikki Trautmann, JJ Taylor, Belinda Barratucci,

Apologies: Stephen Jess, Sonya Hill, Nicole Rushbrook.

Topic	Raised by	Minutes information
Opening and Welcome	JJ Taylor	Acknowledgement of Country: I wish to acknowledge the Traditional Owners of the land on which we meet, the Wulgurukaba Peoples and the neighbouring Bindal Nation, and their ongoing connection to Country, and pay my respects to the Elders, past present and emerging.
Confirmation of Minutes from previous meeting	Melissa Spilsbury  240910.pdf	MOTION: <ul style="list-style-type: none"> That the minutes of the previous general meeting held on 10th September 2024 be accepted as a true and accurate record. Moved: JJ Taylor Seconded: Karen CARRIED.
Business Arising from previous minutes 10/09/24		<ul style="list-style-type: none"> Business arising from previous meeting included an Executive Committee meeting 08/10/24 to look at the P & C's Finances and ratify payments. Tuckshop Employee Donna provided a medical certificate for extended leave and this was found to be legitimate to cover absences until 20/12/24. State Education week, Afternoon tea provided to staff. P & C covered catering to the value of \$300.
Correspondence (Secretary)	Melissa Spilsbury	<ul style="list-style-type: none"> The Queensland Human Rights Commission (QHRC) has also been given powers to assess and enforce compliance with the positive duty. It is strongly recommended P&C Associations ensure a policy is in place to promote compliance with this positive duty. P&Cs Qld's HR Support Services subscribers have access to our template policy. A draft policy will need to be written for KSHS P & C Association. <p>Inwards correspondence accepted: Belinda Barratucci Outwards correspondence endorsed: Lyn Phillips CARRIED.</p>

	<p>Sonya Hill/Peter Cox</p>	<p>3. CASG end of year showcase raffle still underway \$2 per ticket, 1st prize - a \$500 Ticketshop voucher.</p> <p>MOTION:</p> <ul style="list-style-type: none"> • P & C to grant payment of \$200 per student – Isabella, Ashley, Sally and Annika. • CAA report to be considered true and accurate. <p>Moved: Lyn Phillips Seconded: Peter Cox CARRIED.</p> <p><u>SASG</u></p> <ul style="list-style-type: none"> - Farewelled Sonya Hill who has contributed to SASG for the last 5-6 years. Looking for a new president. - Carwash occurred on Saturday making \$2400 which was excellent. A gentleman attended to provide a donation of \$500 towards the academy. Gentleman was happy to remain anonymous and commended the students and staff for their efforts. <p>MOTION:</p> <ul style="list-style-type: none"> • SASG Report to be accepted as true and accurate. <p>Moved: Lyn Phillips Seconded: Karen Andersen CARRIED.</p>
<p>Principal's Report</p>	<p>Heather Murry</p> <p> Budget Report Nov 11.pdf</p> <p> Balance sheet Nov PnC.pdf</p>	<p>Enrolment Numbers: 1870 students, still enrolling students from year 6 into 7 for 2025, numbers are sitting at approximately the same as in the past, primary schools are indicating numbers are slightly lower than in the past. Year 12 students finishing, approximately 300 students starting for year 7.</p> <p>Financial Resources: No further financial resourcing planned, purchasing is beginning to wrap up for the year.</p> <p>Human Resources: Recruitment processes for 0.2 HOD of English, also full-time GO to cover Debbie Quirk, 2 x HODSS to cover Sarah Saugen leaving and Michael Lazaredes who has been appointed to DP, 2 x Pedagogical coaches. Successful candidates will be released in near future.</p> <p>Physical Resources: kitchen refurbishment is near completion but not accessible to classes until 2025.</p> <p>General Business:</p> <ul style="list-style-type: none"> - Week 10 end of year arrangements mean that week 11 is determined to school to be decided. KSHS has advised that it will be open and running alternative activities in week 10

		<p>and will be open for supervision to students in week 11. Heather to send out a letter to parents.</p> <ul style="list-style-type: none"> - School Council has endorsed Vicki James to provide strategic advice for school council as an appointed member. School captains are finishing and new school captains will be announced Wednesday night 13/11 and then will join the school council. - School Policies, data sets, opinion survey, AIP will be collated and endorsed by the school council by the end of term 1 2025. - Review of School policies – Student Code of Conduct, Student Dress Code. Both documents have moved to an internal review by the department and school staff. Recommendation was to include possible consequences when not in uniform. <p>MOTION:</p> <ul style="list-style-type: none"> • Student Code of Conduct and Student Dress Code to be endorsed by P & C Association. • The Principal Report be accepted as a true and accurate record about resourcing in the school. <p>Moved: Heather Murry Seconded: Karen Andersen CARRIED.</p>
General Business		<ul style="list-style-type: none"> - E-mail correspondence to go to Donna Daveson regarding future employment intentions. Secretary developed a draft letter for consideration. <p>MOTION:</p> <ul style="list-style-type: none"> - E-mail letter to be sent on behalf of the P & C President. <p>General Business accepted: Karen Andersen Seconded: Belinda Barratucci CARRIED</p>
Meeting Close	6:55pm	
Date of Next Meeting	2025	