

### Kirwan State High School's Parents & Citizens Association

## Kirwan State High School's P&C Meeting Agenda

<u>Date:</u> 11/06/2024 <u>Time:</u> 6.00pm <u>Location</u>: Future Centre

<u>Attendance:</u> JJ Taylor, Belinda Barrattucci, Stephen Jess, Melissa Spilsbury, Karen Andersen, Michael Lazaredes, Heather Murry, Mandy Blackford, Rikki Shaw, Nikki Trautmann, Jeff Beck, Lyn Phillips, Shan Delany, Nicole Godwin, Nicole Lindgren.

Apologies: Sonya Hill, Ben Kingsun.

Topic	Raised by	Minutes information
Opening and Welcome	11	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	<ul> <li>MOTION:         <ul> <li>That the minutes of the previous general meeting held on 14 May 2024 be accepted as a true and accurate record.</li> <li>Moved: Melissa Spilsbury</li> <li>Seconded: Belinda Barrattucci</li> <li>CARRIED.</li> </ul> </li> </ul>
Business Arising from previous minutes	Mandy Blackford	- Completion of Mandatory Training for P & C Executive Team.
14/05/24	Principal	- School Council. To be discussed in Principal's report.
	Rikki Shaw Belinda	<ul><li>Replacement Fridge arrived.</li><li>Cold room repairs ongoing.</li></ul>
	Barrattucci	- Purchase of Teachers gifts for Musical completed.
	Nicole Godwin	- Update to KSHS website completed.
Correspondence (Secretary)	Melissa Spilsbury	- Request for P & C to provide additional funding for the school shade structure project of \$34637.55 exc. GST.
		Inwards correspondence accepted: Melissa



		Outwards correspondence endorsed: JJ Taylor CARRIED.
Treasurer's Report	Belinda Barattucci  Kirwan High P & C June Treasurers Repo  Budget report 110624.pdf  PDF  balshsa_110624.pdf	<ul> <li>Purchase of replacement Fridge.</li> <li>P &amp; C Policy for Student representatives. Belinda presented a P &amp; C template to use as a guide. Heather suggested capping it at a Qld Representative level. Heather to have a look and discuss with Exec. Leadership team.</li> <li>Officeworks partnership. Officeworks contacted Shan to offer ordering stationary supplies to parents. Any parents who utilise Officeworks share a percentage with the school. Mandy (BSM) to follow up.</li> <li>MOTION:</li> <li>The treasure's report accepted as true and accurate representation of the P &amp; C's Finances.</li> <li>Moved: Stephen Jess</li> <li>Seconded: Michael Lazaredes</li> <li>CARRIED.</li> </ul>
Subcommittees' Reports	Rikki Shaw	<ul> <li>Tuckshop         <ul> <li>New fridge has arrived.</li> <li>Rikki has had two staff resign. New casual lady started yesterday 10/06. Weir SS are advertising a small number of hours. This may allow a shared staff model between WSS and KSHS if it works out.</li> <li>Stephen to follow up repairs to the cold room.</li> <li>Rikki attended P &amp; C conference in Brisbane which was a great networking experience. Has made links with other schools in the region.</li> <li>Rikki to investigate purchasing products from Lamberts.</li> </ul> </li> <li>MOTION:         <ul> <li>Report to be accepted as true and accurate.</li> <li>Investigate shared staff model between WSS and KSHS.</li> <li>Cold room repairs ongoing (Stephen)</li> <li>Lamberts product investigation ongoing (Rikki)</li> </ul> </li> <li>Moved: Lyn Phillips Seconded: Stephen Jess</li> </ul>
	Belinda Barattucci	CARRIED.  CASG - Purchase of awards for Teachers re: Musical production.



# KIRWAN STATE HIGH SCHOOL



CASG Meeting
Minutes 10-6-24.docx

- C-Gen costumes will be purchased by the school.
- Dance night is Friday night 15/06/24 and includes a BBQ.
- Cabaret will be 24/08/24 and would like to sell raffle tickets and propose some money boards. The event will include selling alcohol so will require insurance. Heather to advertise the event as a P & C event.
- 186 socks in the storeroom.
- Propose a crazy socks day. Heather approved a crazy sock day.
- Happy Days the musical was excellent.
- ASHEP 2 students attending.
- Instrumental Fanfare occurred last week. All groups achieved silver medals.

#### MOTION:

- CAA report to be considered true and accurate.
- P & C to support the Dance Night BBQ 15/06.
- P & C to support the CAA Cabaret 24/08.

Moved: Belinda Barrattucci Seconded: Michael Lazaredes

CARRIED.

#### Sonya Hill

#### **SASG**

- Rugby League Festival 06/06/4
- No meeting last night 10/06 as there were no attendees.
- Sonya is away.
- Made approximately \$1800 from sausage sizzle from Festival of Rugby League.

#### MOTION:

No motions at this time.

Moved: JJ Taylor

Seconded: Nicole Lindgren

CARRIED.

#### Principal's Report



i4 Variation Approval Register (002).pdf



24T2W9 - 240611 -Principal Report.pdf

#### **Enrolment Numbers:**

- Enrolments are at 1900 students, new procedure of making students inactive when the school can't make contact with parents. Student numbers will fluctuate.
- Heather showed Regional data in relation to predictions of enrolments fluctuating and students enrolling in/out of catchment.

#### **Financial Resources:**

- KSHS Budget shared

#### **Human Resources:**

- HoD of Arts Ms Lindsey Noble will continue her leave.

#### Physical Resources:



		<ul> <li>Facilities of outdoor areas are nearing completion. One area funded by P &amp; C, one funded by the Department and the third area funded by the school.</li> <li>Mandy presented variation of costs to the outdoor area which requires an additional \$34637.55 and asked if P &amp; C would fund additional building costs.</li> <li>General Business:         <ul> <li>P &amp; C roles and responsibilities and the difference of the School Council discussed.</li> <li>Fundraising calendar - Grizzlies car wash had to be cancelled last weekend. The Rugby League cubs and Bears raised over \$1000 each. Bunnings BBQ - over \$1000.</li> <li>Homework Guidelines presented straight from EQ, outlines parents/carer responsibilities, unpacked guidelines, allows for feedback.</li> <li>Assessment Policy is supported by QCAA is the same as previous versions with the addition of AI which is a more recent method of academic misconduct.</li> <li>AIP shared with members.</li> <li>School review to occur in Term 3, 2024 by DoE Review Team. Previous Review was in 2017 by CIS. AIP strategies include; 1. Improve student achievement in Year 7-10 Australian Curriculum. 2. Continue to develop a positive learning culture. Sharp and narrow focus.</li> </ul> </li> <li>MOTION:         <ul> <li>Principal Report accepted.</li> </ul> </li> </ul>
		<ul> <li>P &amp; C to fund additional building costs for Shade structure variation. Shan to transfer funds when possible.</li> <li>AIP is endorsed.</li> <li>Homework Guidelines endorsed.</li> <li>Assessment Policy endorsed.</li> </ul>
		Term 3 Fundraising Calendar shared.
		Moved: Stephen Jess Seconded: Belinda Barrattucci
		CARRIED.
General	Heather	- Election of Parent Representative for School Council. Votes
Business	Murray	completed and collected.
		MOTION:
		<ul> <li>Lyn Phillips act as Scrutineer for the votes for School</li> </ul>
		Council Parent representative.
		- Nicole Lindgren be accepted as one parent nominee
		- Lyn Phillips and Heather Murry will investigate
		procedure in the event there is a tie for the second parent representative between Nicole Godwin and
		Steve Baskerville.
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		- Votes are destroyed.
		General Business accepted: Stephen Jess Seconded: Belinda Barattucci CARRIED
Meeting Close	7:40pm	
Date of Next Meeting	13/08/24	

