

# Bray Park State High School P & C General Meeting Minutes – 18 August 2025

P&C General Meeting Minutes		
<b>Date:</b> 18 August 2025	<b>Start Time:</b> 4:40pm	<b>Meeting Location:</b> Bray Park State High School
<b>Open and welcome by the Chair</b>	Sharon Davis at 4:40pm	
<b>Apologies</b>	Bobbi-Jo Ives; Hannah Burgess	
<b>Business arising from the previous minutes</b>		
<b>Minutes Moved</b>	<b>Moved:</b> Nicole Trafford <b>Seconded:</b> Sharon Davis Previous Minutes accepted	
<b>Correspondence received since the previous general meeting presented by Nicole Trafford</b> <b>Inward (as listed)</b> <b>Outward (as listed)</b>	<b>Inward:</b> 23 July From: Department of Industry, Science and Resources Subject: Stroger Communities Program Round 9 (Successful application)  28 July From: Peita Bevan Subject: Free Roadshow – Wednesday 30 <sup>th</sup> July  30 July From: Bethany Sharman (A. France MP) Subject: Stroger Communities Program Round 9 (Official Letter)  31 July From: Pippa Gilroy (ERS Catering Equipment) Subject: Canteen Equipment Upgrade Quote  1 August From: Pippa Gilroy (ERS Catering Equipment) Subject: Revised Canteen Equipment Upgrade Quote (to include Hotboxes)  11 August From: Kevin Colby (Hospitality Superstore) Subject: HSS Quote Bray Park SHS Q179100 (Canteen Equipment Upgrade Quote)  12 August From: Kevin Colby (Hospitality Superstore) Subject: Revised HSS Quote Bray Park SHS Q179100 (Canteen Equipment Upgrade Quote)  14 August From: Francis Santos (SJD Electrical) Subject: DTM Bray Park SHS Tuckshop (Canteen Equipment Upgrade Quote)  4 August From: P&Cs Qld Subject: Newsflash: Teachers Strike	

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	<p><b>Outward:</b> 5 August To: Sonia Zhu (Bookkeeper) Subject: Hayley – tuckshop employee</p> <p><b>Ongoing:</b> Tuckshop Operations (including rat issue; Industrial Action) Progress on Quotes for Grant purchases Astronomy Night Stall</p>
<b>Business arising from the correspondence</b>	<p>Quotes</p> <ul style="list-style-type: none"> <li>- Peter from ERS very thorough and efficient in responding to questions</li> <li>- HSS only deals with certain companies, look at adding some more (including microwaves); needs prompting</li> <li>- SJD quote very brief and lists lots of unknowns</li> <li>- Explore additional options (eg. Ice machine; “Your Food Pal”)</li> </ul> <p>Quotes require being scored by school system – Stephanie to support</p>
<b>Correspondence Moved</b>	<p><b>Moved:</b> Nicole Trafford <b>Seconded:</b> Sharon Davis</p>
<b>Treasurer’s Report</b>	
<b>Treasurer’s report and financial statement, and any business arising from these. Presented by Kara Pook</b>	<p>TREASURER’S REPORT (18/8/25) As at 31<sup>st</sup> July 2025: Our CBA Account was \$168,543 Total income was \$48,916 Cost of sales was \$40,444 Operating expenses were \$1,356 Total donations and sponsorships was \$0 Thus, net earnings was \$7,116 I table the month’s main CBA statement and its reconciliation, as well as the balance sheet and profit and loss reports. I move that all bills and wages be paid, and that my report be accepted.</p>
<b>Report Moved</b>	<p><b>Moved:</b> Kara Pook <b>Seconded:</b> Peter Turner Treasurer’s report is accepted</p>
<b>Principal’s Report</b>	
<b>Principal’s Report presented by Eleana Kerr</b>	<p>P &amp; C Meeting – 18 August 2025 – Principal’s Report Curriculum</p> <ul style="list-style-type: none"> <li>- Academic Conferencing: Year 11 conferencing was held on 30 July, and Year 12 conferencing is scheduled for tomorrow, 19 August. These sessions provide valuable opportunities for students and families to review QCE/ATAR progress and refine pathway goals.</li> <li>- Student-Led Conferences &amp; SET Plan Day: Successfully held on 13 August. Year 8 and 9 students led discussions on their learning, Year 10s completed SET Plans, and Year 7s engaged in a tailored program. Year 11 and 12 students participated in work placements or home study.</li> </ul>

## Students

- Year 7 Camp: Two groups attended Camp Maroon Dam from 4–8 August. Students engaged in team-building and outdoor education activities, fostering resilience and friendships.
- Astronomy Night: Held on 7 August, this event was a stellar success. Thanks to Mrs Jen McDougall for her leadership in organising a night of celestial exploration.
- Year 11 Drama Showcase: Tomorrow - 19 August, our talented Drama students will perform for families and peers.
- Dance Ed in the Spotlight: Our dancers shone brightly in this regional showcase, impressing audiences with their skill and passion.
- Medieval Fayre: Held on 1 August, this Year 8 Humanities initiative brought history to life with costumes, displays, and activities. Local primary schools also attended, enhancing community engagement.
- NAIDOC Week: Celebrated in Week 3 with a special assembly on 1 August, honouring Aboriginal and Torres Strait Islander cultures and contributions.
- National Science Week: Commenced Monday 11 August with themed activities and displays across the school and concluded with award presentations on Friday assembly. Visit our Facebook page to see Mr Turner's moon walk!
- Book Week: Commencing 25 August with themed activities and displays across the school. Students and staff are encouraged to participate in the upcoming dress-up day – Friday 29th August.
- Mobile phone process: Please see attached mobile phone process for consultation.

## International Programs

- Japanese Tour Groups: We welcomed students from Izumi (from 23 July) and Acosta (from 1 August). Thanks to Miss Emily Baldry for coordinating these enriching cultural exchanges.

## Events & Community

- Careers Day: Held on 25 July, this event featured over 50 organisations, providing Years 10–12 students with insights into future study and employment pathways.
- Chamber Evening: Scheduled for 26 August and 1 September, these musical events will showcase the talents of our instrumental and vocal students respectively.
- Senior Formal: Preparations are underway for the Formal on 4 September at the Brisbane Convention Centre. Information has been distributed to students and families.

## Facilities

- The new Discovery Centre is progressing well.
- The drop & go zone is now open and easing traffic congestion.
- The ITD extension is complete, offering state-of-the-art facilities for our students.

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	<b>Staffing</b> <ul style="list-style-type: none"> <li>- Weeks 9-10 – Mrs Michelle Elliott will be A/Deputy Principal Year 7</li> <li>- Weeks 7-10 – Mr Wayne Prout will be A/Deputy Principal Year 8</li> </ul>
<b>Report Moved</b>	<b>Moved:</b> Eleana Kerr <b>Seconded:</b> Sharon Davis
<b>Other Reports</b>	
<b>DP Report by ...</b>	Nil
<b>HoD Report by ...</b>	Nil
<b>Chaplaincy Report by ...</b>	Nil
<b>Student Councillor Report by Jen McDougall</b>	<ul style="list-style-type: none"> <li>• Thank you for support of Astronomy Night</li> <li>• Father's Day Stall – uncertainty around feasibility/logistics (eg. ordering items)</li> <li>• RU OK Day – GO liaising with Headspace to get involved; Student Dress up day to wear yellow; Donut stall to raise money for YAFA</li> <li>• Junior Social – during the school, awaiting leadership decisions</li> </ul>
<b>Tuckshop Report by Rochelle Hennesy</b>	<ul style="list-style-type: none"> <li>- Quotes coming in</li> <li>- Great feedback on new menu (especially butter chicken)</li> <li>- Josh has come in to put bars up to prevent rodents (not being used until confirmed success). Josh to organise sealing people to come repair</li> </ul>
<b>Reports Moved</b>	<b>Moved:</b> Eleana Kerr <b>Seconded:</b> Sharon Davis
<b>Motions on Notice</b>	
<b>General Business</b>	
<b>Mobile Phone Infringement</b>	School seeking to apply flow chart to support compliance with policy
<b>Hannah Payment</b>	School cannot receive, needs to be invoiced by SU. To be confirmed and Moved and Minuted next meeting. \$5000
<b>Tuckshop Staff Leave Issue</b>	Issues with Hayley regarding payment and leave. Kara to liase with Sonya to look back on historic timesheets and payments
<b>Membership Applications</b>	Nil
<b>Date of Next Meeting</b>	15 September 2025 at 4:30pm
<b>Close</b>	5:25pm

Action Items	Person Responsible
Hannah Payment details/invoice	Jen McDougall & Kara Pook
Hayley Leave Issue	Bobbi-Jo Ives & Kara Pook