

P&C General Meeting Minutes – 18 March 2024

P&C General Meeting Minutes		
Date: 18 March 2024	Start Time: 4:52pm	Meeting Location: Bray Park State High School
Opening and welcome by the Chair	Bobbi-Jo Ives, newly appointed President.	
Apologies	Peter Turner	
Business arising from the previous minutes	<p>Nil.</p> <p>Previous minutes accepted. Moved by Kylie Ireland and seconded by Tracey Kilgour.</p>	
Correspondence received since the previous general meeting, presented by Kylie Ireland - Inward (as listed) Outward (as listed)	<p>Inward: Invoices and bank statements received as per bookkeeper.</p> <p>05/12/2023 – Workcover Update Dec 2023 edition.</p> <p>12/12/2023 – Alinta Statement.</p> <p>11/12/2023 – P&C Qld Sate Conference 17 May – 18 May 2024 Gold Coast Convention & Exhibition Centre.</p> <p>14/12/2023 – P&C Qld Bookkeeping Newsletter</p> <p>06/02/2024 – Food truck EOI for school events – Luke Cox owner ‘Dogstop360’.</p> <p>08/02/2024 – Email from Auditor for BPSHS 2023 Audit queries.</p> <p>21/02/2024 – Shonah Wraith keep cup sales.</p> <p>Keep Sales</p> <p>Bray Park Environmental Committee will sell cups \$15 each. \$2.26 profit/cup.</p> <p>Sell cups for cash. Questions from Shonah Wraith: 1) Can the tuckshop offer small discount for those that use reuseable cup to tuckshop? 2) Is there a way people can pay by Ethpos through tuckshop and then collect cups from Environ Committee?</p> <p>22/02/2024 – Hayley Banks querying pay hours (short 2.5hours) forwarded to book keeping for investigation.</p> <p>14/02/204 – BPSHS – 2024 P&C Annual membership & Insurance Renewal due 31/03/2024. Membership fees increased by 5%. \$3,947.73 for period 01/03/2024 to 01/03/2025.</p> <p>07/03/2024 Alinta Statements as at 29/02/2024.</p> <p>08/03/2024 – Reports for January 2024 from P&C Qld Bookkeeper.</p> <p>12/03/2024 – BPSHS P&C Inc 2024 Audit Quote for Andrew McCormack CPA. Quote fo 2024 \$1,050-00.</p> <p>12/03/2024 – Tuckshop open and running for the open day in May 2024. Principal requested it to be open.</p> <p>12/03/2024 – Email received from Alinta Accounts Oct -Dec 2023 was calculated incorrectly. This was calculated at 6% rather than 10%. It has been re-calculated the extra 4% on sales that was missed, and this will be paid by the end of the week.</p> <p>12/03/2024 – Invoice received from Andrew McCormack Accounting \$1,050-00 du 27/03/2024 for 2023 Audit.</p> <p>Outward:</p> <p>March 2024 emails to Auditor.</p> <p>12/03/2024 Email from Treasurer to P&C Bookkeeper requesting previous month financial reports by working day 10 of next month.</p>	

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	Correspondence moved by Kylie Ireland and seconded by Sharon Davis.
Business arising from the correspondence	<p>Keep cups will be cash payment. Environment Committee control the purchase of the Keep cups. No discount for using cups for coffee as keeping the cost of coffee already low. No Ethpos only cash. Environment Committee will be self-funded after keep cups purchased.</p> <p>BPSHS P&C Annual Membership & Insurance Renewal due to be paid by 31/03/2024.</p>
Treasurer's Report	
Treasurer's report and financial statement, and any business arising from these. Presented by Kara Pook	<p>As at 29th February 2024:</p> <p>Our CBA Account was \$95,445.43</p> <p>Total income was \$74,169.21</p> <p>Cost of sales was \$62,990.87</p> <p>Operating Expenses were \$2,385.06</p> <p>Thus, net earnings was \$8,793.28</p> <p>Total donations and sponsorships was \$0.</p> <p>Bookkeeper Notes: Nil.</p> <p>Kara researching other non for profit book-keepers.</p> <p>Kara Pook tabled the month's main CBA statement and its reconciliation, as well as the balance sheet and profit and loss reports.</p> <p>Kara moved that all bills and wages be paid, and that my report be accepted.</p> <p>Treasurer's report moved by Kara Pook and seconded by Sharon Davis. Treasurer's report is accepted.</p>
Principal's Report	
Principal's Report presented by Eleana Kerr, Deputy Principal.	<p><u>Curriculum</u></p> <p>Interim Reports for Term 1 – Students and teachers currently completing assessment. Will be emailed home on Friday 26 April (Week 2, Term 2). New date enables teachers to provide more accurate achievement results.</p> <p>NAPLAN Testing – Year 7s and Year 9s completing online in Weeks 8 and 9. Library used for all testing. Thanks to Mrs Kerri Trigger and Mrs Kim McDonald for their leadership of the process, supported by Mr Rob Adamson, Mrs Jules Maginnis and Teacher Aides.</p> <p>Parent Teacher Interviews – Scheduled for Wednesday 8th May. Parents will do booking via our system Compass. Communication will go out early next term re process to book interview times.</p> <p><u>Staff</u></p> <p>QUT/USC Prac Teachers – 11 are about to commence their practical placements.</p> <p>Mr Connor Leenders (HPE/Humanities) joins the HPE department in Week 10, Term 1</p> <p><u>Students</u></p>

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	<p>Harmony Week - students from Aboriginal and Torres Strait Islander and Pasifika backgrounds lead our celebration of Harmony Week in Week 9. Special assembly 22 March.</p> <p>Year 7 Camp – invitations to attend are out for the Term 2 camp – Noosa Northshore in two groups.</p> <p>The Great STEM Problem Solving Challenge – Second year of this event held at Bray Park Hall on Tuesday 26th March. 15 schools entered from local primary and secondary schools (Years 5-8).</p> <p>Women in Leadership- 12 year 10/11 girls have participated in two sessions run by Australian Business and Community Network (ABCN). Great days for leadership and personal growth for the students.</p> <p>International Women's Day – Zonta Breakfast and Women in Manufacturing Breakfast attended by Year 11 & 12 girls with staff on 8 March.</p> <p>International Women's Day Luncheon – held for staff and year 12 students on 15 March.</p> <p>Bray Innovate Camp – Year 9 students will camp on the school grass courts on 5th May. Chance to use our new telescope.</p> <p>Cross Country Carnival – held this term on Thursday 28th March – Periods 3 and 4. New points system in place to allow for numbers variance between houses.</p> <p>New Junior Sport Program – Up and running for year 7s and 8s. South Pine Sports Complex providing quality venue and competition due to less travel by schools.</p> <p>Environment Committee- Student led Clean-up of Bray on 1 March. Four new Eco Marines have been appointed to lead our focus.</p> <p>Primary leadership program: Our Year 12 Leaders attended Albany Hills SS to assist with their Primary cluster leadership program on 1 March.</p> <p>Twilight Open Evening: 3.30 - 5:30 pm Wednesday 1st May – invite for P and C President to speak. Student led Tours.</p> <p>Finance and Facilities</p> <p>Financial Reports tabled. Start-up meeting for new build completed and fencing going up this week. Several refurbishments ongoing to cater for growth of school and need for classrooms and office space.</p> <p>Peter Turner - Principal</p>
Other Reports	
Council rpt: Mick Gillam	Old North Road finished. The right lane traffic light into Lavarack Road, sensor soon to be installed so traffic lights will allow more traffic to flow through.
Deputy HOD Report:	Nil.
Uniform report: Mandi Cusick and Natalie Webber	Uniform shop going okay, jackets are being purchased.
Chaplaincy report: Hannah Bongers	Trivia Night this week-end – 23 March 2024 (150 seats sold), Next fundraising July Music Bingo Week 3 Term 3, YCMA breakfast starting next term Tue, Wed & Thu, Upcoming breakfast to thank staff.
Reports moved:	Reports moved by Eleana Kerr, Seconded by Kara Pook. All reports accepted.
Motions on notice	Nil.

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General Business	Rochelle Hennessey mentioned about the repaired Cool Room invoice that requires payment. The school is investigating if the school pays the invoice or the BPSHS pays the invoice. Kylie McIntosh said Stephanie Ross looking into it and will get back to the P&C Executive with an answer.
Membership Applications	Nil as new memberships accepted in the AGM.
Date of next meeting	20 May 2024, 4:30pm.
Close	5:30 PM

Action Items

	Person Responsible
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