

Minutes – General Meeting

Date & Time: Monday 19th August 2024 7:00 pm
 Chair: Cass Aldcroft P&C President
 Minutes: Lauren Phillips P&C VP
 Location: ONLINE ONLY

ONLINE ETIQUETTE: Please join TEAMS with your Given Name and Surname visible, please turn your camera on.

Meeting Opening	
<p>1. Welcome</p> <p>Acknowledgement of Country</p> <p>Apologies</p>	<p>Quorum: Y</p> <p>Meeting opened: 7:02pm</p> <p>Attendees: Cassandra Aldcroft, Katrina Hughes, Cassie Wagstaff, Caitlin Taynton, Lauren Phillips, Stuart Houlston, Lachlan Thatcher, Cathy Howie, Deb Cushing, Julia Delaforce</p> <p>Guests:</p> <p>Apologies: Michelle Martin, Jason Colley, Carlie Freeman, Amie Baldwin</p>

The SUPER SPEEDY SECTION – i.e. READ before the meeting please!

<p>2. Confirmation of minutes from previous meetings May GM 2024</p>	<p>Minutes approved.</p>
<p>3. Correspondence Refer to Register – see Att 1 May, June & July 2024</p>	<p>Register noted, nil questions, nil amendments.</p>
<p>4. Matters arising from previous meeting</p>	<p>Actions Register noted. As per Agenda:</p> <p>For more information refer to the Actions Register – see Att 2</p> <p><i>For discussion:</i></p> <ul style="list-style-type: none"> • ATHLETICS DAY BBQ: The sausages leftover from Movie Night were found to be unsuitable for this event once they'd been defrosted and so were disposed of. Unfortunately, a few days later the freezer was found to be unplugged, and all remaining contents (more sausages & frozen chips) had to be thrown away. • THE ATHLETE'S FOOT SCHOOL REWARDS - to be delivered 19 August 2024 at 8.15am – feel free to come jump in the photo outside the Jnr hall! • MONTESSORI FAMILY SUPPORT: Query arose in general business at Feb GM & was held over due to time constraints. Query was meant to discuss "program" support instead of "family" support. Parent interested to understand if school has strategic plans to attract/retain/train staff to support the program into the future. • GRANTS: Karen, Cass & Carlie to confer on best placement of plaque to finalise Jubilee Grant & complete WAAP for cementing work - Plaque to be attached to rock. Has this progressed? – more details to be provided in the Grants section later in the meeting. • PLAYGROUND ART: Installed on 20th & 27th July 2024 - This is now (finally) completed! 🎉 🎉 <p>Register noted, nil questions, nil amendments.</p> <p>Questions/Discussion: Y</p> <p>Athletes Foot Rewards: A great pic was captured of The Athletes Foot representative, school staff, P&C member & the Junior school leaders with a big cheque, and the new sports gear. Kudos to all our College families for purchasing shoes from the Athlete's Foot</p>

	<p>& contributing rewards points - 2 years of savings had been built up towards these new sports items.</p> <p>Montessori Support: Lachlan advised that a new HOD is to be recruited for Montessori and HC. There's definitely a gap in supervision there now so a new HOD will help bridge the gap and assist with developing ways to connect HC & Montessori to the broader school environment. HOD will also be able to go into classrooms to recognise what is missing and what needs to be purchased to keep needs met in these areas.</p> <p>Lachlan is also talking to new teaching staff to broker what they think they're missing in terms of support. Staff retention is a state-wide issue, not just Montessori-centric. Teachers in QLD are leaving in droves, moving to relief teaching or inclusion work trends. Lachlan is also involved in a regional panel to workshop how to change this trajectory. 50,000 teachers responded to panel enquiries, in a review led by Di Farmer.</p>
<p>5. Table Executive Committee's Report and decisions</p>	<p>As per Agenda:</p> <p>Exec Decisions since last meeting:</p> <ul style="list-style-type: none"> • Approved expenses: <ul style="list-style-type: none"> ○ Purchase of a light box for photographing items for online sales ○ Purchase of new stamp ink pad for Book club use ○ To fund a BBQ to raise funds for a 2025 year book and formal, with monies used from P&C main account to be paid back. <p>Questions/Discussion: N</p>
<p>6. Treasurer's Report and Financial Statement</p>	<p>As per Agenda:</p> <p>May to July: we have had the following fundraising activities</p> <ul style="list-style-type: none"> • Mother's day – which saw a profit of \$2,548.82 • The Pie Drive for the yr 6 graduation Party which saw a profit of \$2,015 • The Swim Club's bbq at athletics carnival saw a profit of \$653 • The Bunnings BBQ for the 2025 Seniors year book and formal saw a profit of \$2,300.60 <p>The overall financial position of the P&C as of 31st July 2024 is \$130,009.03.</p> <p>See attached Treasurer report (includes the Connection Corridor Budget updates) – see Att 3.1, 3.2 & 3.3</p> <p>Questions/Discussion: N</p>
<p>7. Sub-Committee Reports and Financial Statements</p> <p>Swim Club Treasurer Report – see Att 4.1 & 4.2</p> <p>Swim Club Update – see Att 5</p>	<p>Reports attached for discussion.</p> <p>Questions/Discussion: Y</p> <p>It was noted that the pool is currently being repaired. Repairs shouldn't interfere with Swim Club's season start time though.</p> <p>Motion: To approve a capped expenditure of up to \$1000 on supplies for the Bunnings BBQ. Noting current stock in Canteen to be used first.</p> <p>Moved by: Lauren Phillips</p> <p>Objections: N</p> <p>Approved: Y</p>
<p>8. Second-Hand Uniform Shop – Coordinator Kass Carter</p>	<p>No uniform update provided, but Kass reported that Kass has packed away everything in readiness for the stall next week and appts will resume once the stall dates pass.</p>

	Questions/Discussion: N
9. Scholastic Book Club – Coordinator Nicole Nicholls	<p>As per Agenda:</p> <p>Update from Nicole: <u>Issue 4:</u> Sales - \$261 Rewards \$39.15 <u>Issue 5:</u> Sales - \$610 Rewards - \$91.50</p> <p>Questions/Discussion: N</p>

The College and Campus Principals'

10. College Principals' Report – see Att 6 (will be sent later) Includes standing agenda item of Anti-Bullying 2024 to 2027 Student Code of Conduct (ready for signatures) – see Att 7	<p>Principals Report Highlights (see Att7 for further details):</p> <ul style="list-style-type: none"> • Playground Art completion. • Athletes Foot rewards. • Cass and Stuart dinner with Don Brown MP. • Michelle and Lachlan lunch with Don Brown MP at Parliament House. • Term 3 well underway - so many excursions, so many meetings -prepping for 2025 already. • Definitely behind and feeling it, with lots of illness affecting attendance. • Transfer season - 5 new staff to come onboard on senior campus. • Awards night preparation coming up. • New Code of Conduct policy needs to be confirmed. <p>Questions/Discussion: Y</p> <p>Deb asked about criteria for awards night. Lachlan to share criteria, we'll add it to the minutes. Lachlan thanked Deb for her efforts on the junior campus during Science Week.</p> <p>Action.</p> <p>Cass queried the Code of Conduct policy and how much of it can be modified by the College. Lachlan shared 95% is a template from the Department of Education, so most inclusions in the policy have been cleared by them.</p> <p>Julia asked if the document is the same for the other streams within the school – eg. behaviour expectations. Lachlan advised that it's generally the same, but there is flexibility for staff to respond to the student regardless of which education stream they're in.</p> <p>Functional behaviour assessments were also questioned. Teachers would need training to do an actual full assessment. Lachlan reviewed the document to see if wording needed changing. Confirmation that it doesn't necessarily mean allied health staff coming in to the school to assist with assessments.</p> <p>As no objections were raised, a P&C exec member will sign off on document and return to Lachlan. Action.</p>
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The FUN stuff

11. Projects and Initiatives 11.1. Connection Corridor • Yarning circles Junior and Senior Campuses	<p>Cass gave an update on the Yarning Circle project, advising that she & Zoya are currently refining quotes. Some further details required from the College for services on the senior campus, namely what's beneath the ground near the Cultural Centre. A little bit of digging will be needed to level the grounds out. Lachlan to check with appropriate staff and get back to Cass. Action.</p>
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<p>11.2. Mural Artwork / Floor Paintings</p> <ul style="list-style-type: none"> • Containers for Change – Coordinators <i>Julia Delaforce update?</i> • Wave of Change Program • Subgroup update – Coordinator <i>Cathy Howie update?</i> <p>12. Toilet Transformations Project – Coordinator <i>Michelle Martin</i></p> <p>12.1. Wish List (Discretionary) Funding</p> <p>Round 2 2024 closed Term 3, Week 4, Friday 2 August – <i>Nil applications received.</i></p>	<p>Cass noted that after MANY postponements, this project is now complete!</p> <p>A special thank you goes out to Karensa for being instrumental in getting this project off the ground. She put in a huge amount of effort during the Containers 4 Change drive days at school to fundraise for this, & we’re so thankful to her.</p> <p>Julia raised a query regarding the C4C bins on the senior campus, they may have been moved to an out of bounds area. College to check tomorrow and move if necessary. Action.</p> <p>Cathy updated that we applied for another grant for this project but unfortunately, we weren’t successful. A meeting will occur soon between the P&C and Lauren from Pencilhead, the mural artist that we’ll be collaborating with. Once they’ve met, Cathy will have further updates to share.</p> <p>Nil update for TTP.</p> <p>Cassie reported that, as noted in the agenda, no applications were received for Round 2 of Wishlist Funding, and floated the idea of us holding a mega round at the start of next year. Discussion confirmed that it would be beneficial for all of us (P&C & school) to permanently move to holding just one round per year. End of Term 1/start of Term 2 would be most ideal time to do it. Action (update AOP next year).</p> <p>Cassie also noted that we’ve received the receipt for the Yungaburra Room purchases so that application can be finalised now.</p>
<p>13. Other Activities and Reports</p> <p>13.1. Grants – No Coordinator – any further updates?</p> <p>13.2. Yr 6 Working Group</p>	<p>Cass advised that no formal updates for Grants were available. The team are working behind the scenes but without a coordinator, we do not have a collated report. Questions/Discussion: N</p> <p>As per Agenda:</p> <ul style="list-style-type: none"> • Pie drive success – sold 403 pies – Profit \$2015 plus generous donation of \$20 & additional \$2 donation to the fund. Total raised \$2037 • Graduation detail confirmations – Lachlan? When will the graduation certificate ceremony be? Planning an evening celebration for students 6th December for a Dinner Dance – Are we able to use the junior hall for the night? Currently have 2 quotes for entertainment to be considered by the Yr 6 working group and approved by executive team if all in favour. Been in contact with local pizza store Sam’s Pizza who have graciously said they will be happy to work out some deals to provide graduation dinner. We have budget to include a small gift for each student, we are looking at a small bear and keyring for the night. <p>Questions/Discussion: Y</p> <p>Caitlin shared that Evan and Nicole are in discussion to see if a joint ceremony could work – school graduation ceremony first, followed immediately by the graduation party.</p>

<p>13.3. Fundraising Calendar</p>	<p>Discussion in the group confirmed back-to-back events would be great for parents, as it would ease the commitment pressure. Lachlan advised that the Leadership team meeting would be held on Wednesday so they would discuss then. Action.</p> <p>Mothers Day final figures are noted in the Treasurers report.</p> <p>Questions/Discussion: Y</p> <p>Stuart suggested adding a disco to the end of the Christmas Concert if we are to proceed with a second one this year. Cass noted that Mick Quinn, who usually assists with students providing the music at our discos, will be retiring at the end of the year. We're grateful to him for his support over the years.</p>
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<p>Let's wrap this up.....</p>	
<p>14. Motions on Notice</p> <p>14.1. To accept and approve all reports and updates presented at the general meeting: Executive, Treasurer, Swim Club, 2nd Hand Uniform Shop, Principal, Projects, Grants, Year 6 WG, and Fundraising (General).</p>	<p>Moved by: Lauren Phillips Any objections: N Approved: Y</p>
<p>15. New and General Business</p> <p>15.1. Support for senior Yearbook 2025 and End of Year Formal 2025</p> <p>15.2. Montessori Fees – Parent Requested Agenda Item.</p> <p>15.3. Senior Sports Uniform – Parent Requested Agenda Item.</p>	<p>Cass noted that while Michelle wasn't present at the meeting to speak to the Bunnings BBQ she coordinated with the Yr 11 Yearbook Group, it was by all accounts a great success.</p> <p>As per Agenda: Year 11 Senior students approached the P&C to seek support for their 2025 Yearbook and End of Year Formal 2025. Through their committee representative, they have enquired whether P&C would assist with the costs of the books, to enable all students (approx. 80) the opportunity to have a yearbook that celebrates their final year at the college. Estimated cost of yearbook is \$30 each book. Quotes are being finalised – Approx. \$2,400 required. If there is funding available after the purchase of the Yearbook 2025- the group have asked appropriate the remainder balance towards the Year 2025 End of Year formal. To support the group, P&C have assisted the cohort, together with their friends and family, to undertake a Bunnings sausage sizzle, with all profits going towards the Yearbook. The cohort led the event and P&C provided assistance where needed.</p> <p>As per Agenda: Could the school provide insight into how the high school fees for Montessori students for High School are determined, considering their participation in mainstream elective classes? Is there a possibility of a fee reduction from the current \$1,400 per year to reflect this arrangement? We also note that the Student Resource Scheme (SRS) for 2024 was not consulted via the P&C, and would appreciate understanding the decision-making process. Discussion: Kids in Montessori on the Snr campus spend half their lessons in electives. P&C/Parent SRS consultation didn't occur for 2024 fees. Can we get a breakdown on why the fees are the same for Cycle 4? Lachlan to prepare something to share with the group after consultation with Carlie. Action.</p> <p>As per Agenda: We would like to discuss the current policy requiring students to change into their sports uniforms at school. Since changing on campus may not be necessary, as noted by other local schools in Redlands with alternative approaches, we wish to understand the equity of this policy. In particular, considering that the Montessori Stream allows students to</p>

<p>15.4. Any other General Business?</p>	<p>wear sports uniforms full-time, is it fair to have different expectations for mainstream students? Is it reasonable to expect students to bring a complete uniform, including shoes, to change into at school? We would also like to address and understand any parent concerns regarding uniforms.</p> <p>Discussion: Can the College review why senior students need to change uniforms for PE lessons. Lachlan happy to raise it with Leadership again. Cass noted maybe we need to look changing the sports uniform so it still has students looking to a high standard when they wear it - different shorts/better colour match. Lachlan said pockets were changed after a student review as they've recently been exploring new sports uniform options. Action.</p> <p>Cass noted an item not added to the agenda that was raised prior to the meeting. Parents in the High Capacity program have shown interest in creating a HC Parents Working Group. Julia shared that HC parents are getting together to do working bees, with teachers and parents purchasing the products themselves. Julia has strongly recommended that HC parents join the P&C. It would be great for HC families to feel more connected to the larger College cohort; perhaps forming a working group under the P&C umbrella could help to form a bigger bond? Lachlan said he'd review strategies he could adopt to facilitate more communication for HC parents, and suggested an informal meeting between HC staff/parents & the P&C so we could get to know each other better. Cass advised that if a WG was to be initiated, it would help cover any HC working bees under our PLI. Julia to confer with the HC group and get their thoughts.</p> <p>No further questions raised.</p>
<p>16. Applications for membership and recording of new members</p> <p>1. K.Rosser – Parent of student</p>	<p>One application received from Katie Rosser.</p> <p>Motion: That all new applications for membership be accepted. Moved by: Lachlan Thatcher Any objections: N Approved: Y</p>
<p>17. Date of next meeting October GM on Monday 21st October from 7pm</p>	<p>Next meeting is to be held Monday 21st October at 7pm.</p>
<p>18. Close</p>	<p>Meeting declared closed at 7:53pm.</p>

2024 Meeting Schedule – so you never have to miss another meeting again!!!

Term 1		Term 3	
January	No General Meeting	July	No General Meeting
February	Monday 19 th – 5:30pm Hall Welcoming	August	Monday 19 th – 7pm
March	Monday 18 th – 6pm meet & greet, 7pm AGM kick-off.	September	No General Meeting
Term 2		Term 4	
April	Monday 22 nd – 7pm	October	Monday 21 st – 7pm
May	Monday 20 th – 7pm	November	Monday 18 th – 7pm
June	Monday 17 th – 7pm	December	TBD – Volunteer lunch celebration