

Minutes – General Meeting

Date & time: Monday 20th November 2023

Chair: Cass Aldcroft P&C President

Minutes: Cassie Wagstaff & Lauren Phillips - P&C Secretaries


Location: ONLINE ONLY [Meeting Link](#) Meeting ID: 493 538 152 691 Passcode: N9CFgW

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 Apologies</p>	<p>Quorum: Y Meeting opened: 7:01pm Attendees: Cassandra Aldcroft, Lauren Phillips, Karensa Gock, Cassie Wagstaff, Cristy Manzano, Desma Hsu, Trish Biggs, Karen Purdy, Lachlan Thatcher, Amie Baldwin, Stuart Houliston, Michelle Martin, Jill Burke, Eli Puczkowski, Julia Delaforce, Brad Aldcroft, Nicole Nicholls, Kylie Bass Guests: Tristan Baskerville, Deb Cushing, Belinda Manewell Apologies: Cathy Howie, Carlie Freeman</p> <p>Cass welcomed everyone and declared the meeting open for business at 7:01pm. Cassie & Lauren confirmed quorum was met. Cass showed respect and acknowledged the Quandamooka people, traditional owners of the lands, winds and waters we call the Redlands.</p>
--	--

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

<p>2. Confirmation of minutes from previous meetings October GM 2023 October Special Meeting 2023</p>	<p>Amendments: N Approved: Y</p>
<p>3. Correspondence Refer to Register – see Att 1</p>	<p>Questions: N Approved: Y</p>
<p>4. Matters arising from previous meeting For more information refer to the Actions Register – see Att 2 <i>(Please note: Only actions completed or progressing to be noted. Some actions with updates may instead be noted in their respective sections later in the meeting.)</i></p> <ul style="list-style-type: none"> • Yr 6 polo shirts preparations for 2024 are scheduled to proceed this term. • 2024 booklists emailed by the College to families on 24th October. • Athlete’s Foot brochure for 2024 confirmed for distribution & physical brochures in both administrations and uniform shops. 	<p>Cass mentioned the matters arising from previous meeting as noted in the agenda, and then also thanked Cathy for organising the plant that was proudly presented at the Year 12 graduation ceremony on the 17th November. It was a great ceremony; well done to all involved for their efforts. The Year 12 captain’s speeches were amazing.</p> <div data-bbox="603 1630 1072 1951" data-label="Image">  </div> <p>Questions/Discussion: N</p>

<ul style="list-style-type: none"> Repairs to the canteen roller door in the pool area are due to be completed over the coming Christmas holidays. 	
<p>5. Table Executive Committee’s Report and decisions</p> <p>Exec Decisions since last meeting:</p> <ul style="list-style-type: none"> Approved expenses: <ul style="list-style-type: none"> \$419.35 Bunnings BBQ supplies for Swim Club Improving 2nd hand uniform shop processes: <ul style="list-style-type: none"> Purchase of a Honeywell 1250G Barcode Scanner Kit for use with the P&C Square Terminal at a cost of \$120.78 inclusive of postage. This will save time and effort when trying to look up items of clothing which is really needed especially for the back-to-school effort and reducing volunteer load. 	<p>Cass noted the exec decisions made since the last GM, as listed in the agenda. Since the agenda was sent out, the executive team have also granted an extension to the approved R1 2023 Wishlist Funding recipients, due to the acquittal being too close to the end of the year. Lachlan suggested March (prior to the GM on the 18th) as an ideal timeframe to allow back-to-school admin to be completed before funding purchases proceed. Exec in agreement.</p> <p>Questions/Discussion : N</p>
<p>6. Treasurer’s Report and Financial Statement</p> <p>See attached Treasurer report – <i>see Att 3</i> (includes the Connection Corridor Budget updates) and swim club allocations from the main account – <i>see Att 4</i></p>	<p>Cass mentioned the Treasurers reports were included in the attachments. Audit locked in for 29th January 2024.</p> <p>Questions/Discussion : N</p>
<p>7. Sub-Committee Reports and Financial Statements</p> <p>Swim Club Update– <i>see Att 5</i></p> <p>Any business arising from Sub-Committee Reports and Financial Statements</p>	<p>Reports attached for discussion.</p> <p>Amie highlighted some items from her report:</p> <ul style="list-style-type: none"> The donation that was very gratefully received from Don Brown to be used towards improvements for the Swim Club. The subcommittee would like to use that money to purchase a new starter gun, if the old gun cannot be repaired. No objections were raised. Swim is holding a Christmas party on the 5th December – all P&C members have been invited to come along and join the celebration if they can. Planning on running a raffle on the night too. Daniel Kemp, of Aspect Property Development, has donated the swim club a new BBQ. Decision to be made on what to do with the old one. Agreement made that if we have the room to store both then it might be smart to hold on to it. There have been occasions this year when cooking on one BBQ alone wasn’t sufficient to keep up with demand. Agreement that there was no issue disposing of old Piranhas volunteer shirts. They’re not included on any asset registers and the sponsors logos are no longer valid.

	<ul style="list-style-type: none"> Feedback requested about protocol to follow if parents sign up but then withdraw from the season early. Should they be offered a full or partial refund? Moving forward, the first two weeks could be considered a trial, but if a decision to withdraw is made later than in the first two weeks, rights to a refund can be voided. However, this can be reviewed on a case-by-case basis. <p><i>No further questions raised.</i></p>																
<p>8. Second-Hand Uniform Shop – Coordinator Caitlin Lau Facebook post published 09/11</p> <div data-bbox="134 613 587 775" style="border: 1px solid black; padding: 5px; font-size: small;"> <p>Calling for Volunteers for the 2nd Hand Uniform Shop for the upcoming Back to School period in 2024. We are seeking anyone who might have 1-2 hours spare to give any time between 13th to 21st January 2024. Back to School is busy and we simply don't have enough volunteers to open as many bookings as we would like.</p> <p>Your commitment is small and involves working a shift or two alongside someone else, helping families find uniforms, and putting them through the register. It's pretty easy.</p> <p>Whether you're able to spare a couple of hours or more during this critical period, your assistance is incredibly valuable.</p> <p>Please comment below or send us a private message if you're available to lend a hand. Let's work together to make the Back to School transition smoother for everyone! Thank you for your support!</p> <p>#VolunteerOpportunity #2ndHandUniformShop #BackToSchoolAssistance</p> </div> <p>Can you help? Even sparing half hour would be great to contribute towards this. Noting that the team will also be running shop open times in the last week of school, and the week after, to encourage donations/consignment drop offs. We hope to send the school an email that can go out to all families to advertise this and encourage bookings – the shop needs to increase stock before back-to-school period starts 2024.</p>	<p>Cass mentioned that one new person has expressed interest in volunteering from the Facebook post included in the agenda - volunteers are needed for half-hour shifts during the back-to-school period, and additional help on weekends and outside regular hours is encouraged and appreciated.</p> <p>Action: Cass confirmed the uniform shop group plans to draft an email for Lachlan to distribute, encouraging families to donate or book consignment appointments to boost stock for back-to-school.</p> <p>Cass referred to an executive decision to acquire a barcode scanner for shop operations.</p> <p>Questions/Discussion: N</p>																
<p>9. Scholastic Book Club – Coordinator Nicole Nicholls</p>	<p>As per the agenda, Nicole reported another great year of book club with the final issue out now - Issue 8 orders are due back November 22nd.</p> <table border="1" data-bbox="603 1301 1485 1473"> <thead> <tr> <th colspan="2"></th> <th colspan="2">2023 Totals (issue 8 not included):</th> </tr> <tr> <th colspan="2">Issue 7</th> <th>Book Club</th> <th>Book Fair</th> </tr> </thead> <tbody> <tr> <td>Sales:</td> <td>\$903.00</td> <td>Sales: \$4,602.00</td> <td>Sales: \$3,512.92</td> </tr> <tr> <td>Rewards:</td> <td>\$135.45</td> <td>Rewards: \$690.30</td> <td>Rewards: \$878.00</td> </tr> </tbody> </table> <p>Cass thanked Nicole for once again being an incredible book club coordinator this year – and commented on how much she is appreciated. Nicole advised she would happily stay on as BC coordinator again in 2024.</p> <p>Questions/Discussion: N</p>			2023 Totals (issue 8 not included):		Issue 7		Book Club	Book Fair	Sales:	\$903.00	Sales: \$4,602.00	Sales: \$3,512.92	Rewards:	\$135.45	Rewards: \$690.30	Rewards: \$878.00
		2023 Totals (issue 8 not included):															
Issue 7		Book Club	Book Fair														
Sales:	\$903.00	Sales: \$4,602.00	Sales: \$3,512.92														
Rewards:	\$135.45	Rewards: \$690.30	Rewards: \$878.00														

The College and Campus Principals'	
<p>10. College Principals' Report – see Att 6 Includes standing agenda item of Anti-Bullying</p>	<p>Principal Report Highlights (see report for full details):</p> <ul style="list-style-type: none"> Mobile Phone Policy Colour Run Success Feedback from the College Review Infrastructure Summary

	<ul style="list-style-type: none"> • Thank you P&C <p>Questions/Discussion: Y</p> <p>Kylie asked if schools are moving to 4-day weeks. Lachlan clarified that despite the media reports, state schools are intended to be open five days a week. However some schools are exploring longer days for year 11 and 12 students, to allow for a day off for apprenticeships and additional study time.</p> <p><i>No further questions raised.</i></p>
--	---

The FUN stuff	
<p>11. Projects and Initiatives</p> <p>11.1. Connection Corridor</p> <ul style="list-style-type: none"> • Yarning circles Junior and Senior Campuses • Jubilee grant / Tree planting • Revegetation <p>11.2. Mural Artwork / Floor Paintings</p> <ul style="list-style-type: none"> • Containers for Change <u>URGENTLY NEED A NEW COORDINATOR.</u> • Wave of Change Program 	<p>Connection Corridor Notes:</p> <ul style="list-style-type: none"> • Yarning circles still pending, while we wait for the bike rack relocation on junior campus and also quotes that are more within our budget. • The Jubilee grant is almost acquitted – the final step is placement of the plaque – Colonial Landscapes Ormiston have very kindly donated a sandstone rock to affix the plaque and place in the garden bed where the natives have been planted. • Revegetation was finalised a while ago, so we'll close that item within the agenda from here on out. • Action: P&C still waiting to receive invoices from the last contractors for the tap install and last plantings. Karen & Exec to discuss offline and follow up. <p>Questions/Discussion: N</p> <p>Cass flagged with the committee that we are still seeking a new Containers for Change Coordinator – we may move to a basic drive as opposed to class competitions in the meantime to keep the initiative going.</p> <p>There was no C4C drive on Day for Daniel however the bins were utilised. Initially for rubbish from the breakfast club despite the labels on the bins and then for eligible containers. At the end of the day, there was 1.25 bins full of containers and a couple of parents querying why there was no C4C drive.</p> <p>Jane Catlow and the Year 3 Changemakers deposited 2205 containers direct to the depot, banking \$220.50 in November. Their dedication to a clean school environment, recycling and seeing the monetary reward for their efforts is inspiring. I hope their good work continues and spreads to include the rest of the campus.</p> <p>Junior campus: The bins have been handed over to Jane Catlow and Y3. They have moved the bins to monitor it more closely for incorrect use (general rubbish). Senior campus: SMT have their three bins.</p> <p>Questions/Discussion: Y</p> <p>Discussion was shared about more bins on junior campus, Karensa clarified that CSC could increase to 5 bins on junior campus under the Wave of Change program. Stuart will discuss with Jane and let us know.</p>

Lachlan mentioned that if we can find a way to continue with the drive days, as well as keeping the permanent bins onsite, it would be ideal, as the drive days did bring great awareness to remind people about beautifying their community.

Action: Cass suggested trying another email (college wide) to find a new coordinator.

Karensa emphasised the impact of the year 3 class's daily efforts in collecting containers, highlighting that their consistent actions create a lasting habit. She compared their ongoing efforts to the effectiveness of one-day events in terms of effort versus monetary impact. Karensa encouraged parents to take their containers, including wine and spirit bottles, directly to refund points, promoting a more direct and sustainable approach. Stuart supported this idea, proposing a gradual increase in bins on campus to accommodate growing participation. The discussion emphasised the importance of consistency in encouraging sustainable habits.

Julia asked about the specific projects funded by the Containers for Change initiative. Karensa explained that the funds currently support playground floor art projects such as hopscotch, alphabet snails, and number blocks. Julia asked if there was an opportunity to propose a project for the high school, and Karensa clarified that the high school WoC bins are currently linked to the playground art project - however, the School Management Team (SMT) is open to considering a separate project for the high school's C4C proceeds in the future. Julia expressed interest in suggesting a project for the high school next year. Karensa and Cass welcomed the idea, emphasising the desire for more senior involvement.

- **Subgroup update –**
Coordinator Cathy Howie

Cass read out an update from Cathy who was not online:

- Unfortunately, our Murals grant application wasn't successful, so we'll need to review available funds before re-quoting.
- Cathy would like to approach Bunnings as they sponsor such projects. More money available for the artists time if we can reduce our paint costs.
- We have a wall plan in place now, including where the current bike rack is located.
- Cathy envisions sending out a project sheet to students in the new year, thinking the second week of school, to gather design ideas.
- Also chasing timeframes from the school that would be acceptable for the artist to be working on the murals, depending on whether the artist does, or doesn't need scaffolding.
- **Action:** Cathy to liaise with the school directly regarding this query.

Karensa mentioned the Anti-Bullying mural on senior campus and how fantastic it is, would love to see the same on the junior campus. Cass shared a post she'd seen on Facebook regarding a senior student who started a series of murals in year 11 to 'leave a mark' (similar post / concept [here](#)) if we have some budding artists at CSC who might be interested in doing something similar. Amie advised that Swim Club still have outdoor paint donated by Inspirations Paint Capalaba that they're happy to contribute. Tristan raised that an anti-graffiti clear coat will be needed on any murals.

11.3. Toilet Transformations Project –
see Att 7 Coordinator Cristy

Michelle reported:

Manzano, & Michelle Martin assisting

- **Working Bee Postponement**– 13 & 14 January 2024
- **Motion on Notice:** to approve \$750 budget for working bee weekend, noting expenses listed in *Attachment 7*.
 - Further noting that actual costs will need to be approved by executive prior to incurring due to nil General Meeting in January 2024 and that PowerPass will be used to reduce costs where possible.

- Working bee postponement was needed to allow some donations coming from Dulux to be sorted, and for some works being done on campus to be finalised.
- Eli will be updating the Facebook event page soon – it’s definitely a big project so we need lots of hands to help.
- Thank you to Cristy for the report provided in Att 7 and thank you to Desma for initiating this project for us in the first place.
- Bunnings still to reply about any donations or sponsorships that they can provide us.
- Working bee will start on junior campus first and then look to rolling project out to senior campus.
- Working Bee will focus on cleaning, sprucing up of walls, no major works to be considered, as there are long-term works already planned by the school for the toilet blocks in the future.

Query raised about the donations of paint vs discounted paint noted in Att 7. Michelle clarified that the discounted paint will be at a cost of \$90 per tin. Intention is to use the same colour that the school already has stock of, as it’ll make any touch ups/repairs easier to fix quickly later.

Motion: To approve a \$750 budget for the TTP working bee weekend, noting expenses listed in Attachment 7.

Moved by: Michelle Martin

Any objections: N

Approved: Y

11.4. Wish List (Discretionary) Funding

- **Round 1 Acquittals pending due 8 December 2023:**
 - J. Robinson - SMT Polo Shirts purchase up to \$800 (excluding GST) - *acquitted pending invoice reimbursement*
 - B. Power - Robot Head Battery purchase - \$168.18 (excluding GST)
 - Y. Gee - Hospitality Equipment purchase up to \$800.00 (excluding GST)
 - A. Cahill - Yungaburra Room Items purchase up to \$550.00 (excluding GST)
 - J. Quinn - Junior Library Furniture purchase up to \$650.00 (excluding GST)
- **Round 2 Acquittal pending due 21 February 2024:**
 - S. Houliston – Metal signage for Jnr campus purchase up to \$800.00 (excluding GST)

Cass reiterated that Round 1 2023 applications were discussed earlier in Item 5 - Executive Decisions, where we agreed to extend to 18 March 2024.

Round 2 2023 applications due 21 February 2024.

No further questions raised.

12. Other Activities and Reports

12.1. Grants – see Att 8 Grants Updates
– **Coordinator Karen Purdy**

Karen reported as per Cathy's update on the mural project, that unfortunately the application for the Gambling Community Benefit Fund was unsuccessful. Feedback received was that the application had merit, but unfortunately other applications met their priorities more. Karen acknowledged challenges in being proactive in the grant space personally, other than winding up existing grants, but she encouraged collaboration and information sharing on future potential grants, especially for existing projects like the toilet transformation and mural project. Karen emphasised the value of grant seeking aligning with project planning and urged attendees to share any grant opportunities they come across.

12.2. Year 6 Graduation Working

Group – graduation party set for Dec 8th generous parents are donating \$ to ensure it's a free event.

Everything is set for 8 December for the graduation party. Nothing else to report.

Questions/Discussion: N

12.2 Fundraising

Term 3 – 2023 update - FINAL

- Father's Day Stall (30 – 31 August)
- Father's Day Raffle (18 Aug – 1 Sept)

Term 3 update as per agenda:

The Father's Day Stall returned a profit of \$1798.97. Pre-stall online sales proved to be popular again this year. Having an online stall and a physical stall is so inclusive, providing parents and carers across both campuses options to participate to their capacity. Many thanks to the many hands that made the Father's Day stall an enjoyable, accessible and affordable experience for our students.

We would like to thank Kass Carter for securing the raffle prize pool of \$997.00. Father's Day Raffle returned a profit of \$387.45. We are appreciative of the support through ticket sales and donations from our local businesses.

Term 4 – 2023

- Crazy Colour Fun Run (18 October) – **Organiser Nicole Nicholls**

Not noted in the Agenda for Term 4 – we are launching a Christmas raffle – due to go live on the 21st November. Stalls are booked at local shopping centres, as well as at the P-3 Christmas Concert for us to sell tickets in person, as well as online.

Action: Raffle email to be forwarded to Lachlan for distribution campus-wide.

Update from Nicole: October 18th we held our very successful colour run. Our first since 2017. After raising \$34,707 online after we paid our invoice the total profit from the event was \$24,000. Our most successful fundraiser to date. The whole day went well, there are small things to change for when we run another one such as smaller course, less obstacles and smaller time slots but overall the day went smoothly and kids and adults all had a blast.

For complete novices to be running an event like this it was a big success with only minor things to learn from.

Onto the Colour Fun Run; update as per agenda and massive thanks to Nicole once again, who did such an amazing job of coordinating this event. The exec team appreciate exactly how much effort went into putting it all together, and the results it yielded for our school reflect how much care was invested behind the scenes. It's our most successful fundraiser to date!



All prizes arrived promptly and were packed by a few volunteers to get them out to children as quickly as possible. School Fun Run have been an incredible company to deal with.

Thank you also to the school staff who were such good sports with the sliming – it was a huge highlight & the kids absolutely loved it.

Regarding the distribution of the funds; when we first advertised the Colour Fun Run we weren't sure how much revenue it would generate and we'd really like for it to go towards our existing projects. We have quite a few projects on the go, such as the Toilet Transformation, Murals, and Connection Corridor, and we only have a limited amount of fundraising opportunities to help us reach our goals. It would also be great to allocate a small amount towards Wishlist Funding to top it up and buy us another 12 months. Wishlist Funding is predominantly used to fund improvements to the senior campus, which is a great connection into the senior campus.

Cass noted desire to not draw percentages at this stage but certainly get some quotes for current projects to see where the funds may be distributed to effectively.

Discussion/Questions: Y

Kylie queried if any of the funds raised can go towards future projects instead and raised the possibility of erecting shaded waiting areas beside some outdoor play spaces (basketball court/playgrounds/etc). Suggestion was made to hold this over until next year's AOP, by which time we could also source alternative opportunities such as shade sail grants to get the work done. Cass mentioned the project list / school wish list is usually begun in February and completed at the AGM.

Karensa commented that she'd love to see some of the \$\$ go towards playground art - fresh new artwork and educational games would be lovely for the students to return to in 2024.

Action: Karensa to obtain new playground art quote to present to the group prior to the end of the school year.

Action: Lachlan to check in with Carlie about when over the holidays this work could be completed to not clash with other infrastructure refurb plans.

Julia asked about the division of funding from this event between jnr and snr campuses. Karensa confirmed that just over \$33,000 was raised by the jnr campus, whilst snr collectively raised just over \$1,000 (these amounts then reduced by 40% each once expenses were transferred to SchoolFunRun). A jnr parent also donated \$5,000 directly to the P&C to elevate the profit further.

Cass mentioned this isn't uncommon as, whilst the P&C represents the whole school, the SMT (Student Management Team) is currently the more actively engaged fundraising party for senior campus, whereas the P&C does most fundraising on junior campus. Cassie suggested the P&C form a snr campus parent body to work alongside the SMT's so they could feel more supported by the P&C. Lauren commented about not wanting our involvement to hinder SMT's own objectives, if they felt they worked better independently. It was suggested that we revisit this in the February 2024 agenda when the new SMT committee has been formed.

Before moving to the next item, Cass reiterated it being a wise choice to put colour run funds towards current projects first so we don't find ourselves with too many on the go at once.

2024 preparations:

Welcome Disco – 9th February 2024
(date claimer)

Motion on Notice: To approve a budget of \$3000 to support disco preparations.

Mother’s Day Stall 2024 – 8th & 9th May

Motion on Notice: To approve a budget of \$3000 to support Mother’s Day Stall 2024 preparations.

Potential events for 2024

P&C members should discuss what potential events should be included for 2024 so that the AOP can be drafted. Thoughts around the following:

Term 1

- Junior Disco – 9th Feb
- Bunnings BBQ
- Containers 4 Change free dress (need a new volunteer/team!)

Term 2

- Mother’s Day stall – 8th & 9th May
- Mother’s Day raffle
- Book Fair – 15th-17th May
- Containers 4 Change free dress (need a new volunteer/team!)
- Krispy Kremes

Term 3

- Father’s Day stall – 27th & 28th August
- Father’s Day raffle
- Containers 4 Change free dress (need a new volunteer/team!)
- Trivia Night

Term 4

- Christmas Concert P-3 BBQ
- Christmas Raffle
- Containers 4 Change free dress (need a new volunteer/team!)
- Booklists

Unallocated – highlighting for discussion at meeting

- Movie night

Motion: To approve a budget of \$3000 to support disco preparations.

Moved by: Cassie Wagstaff

Any objections: N

Approved: Y

Motion: To approve a budget of \$3000 to support Mother’s Day Stall 2024 preparations.

Moved by: Cassie Wagstaff

Any objections: N

Approved: Y

Cass noted the list of events included in the agenda for the P&C to consider including in the 2024 fundraising schedule.

Cass highlighted the junior disco on 9 February 2024 as it will be held before we reconvene again next year. Mick Quinn and his music students are already on board to assist, still waiting to hear back from Joe Robinson regarding the SMT’s.

Movie night date is now scheduled for 23rd March 2024. Cass queried if it was too close to disco and asked for thoughts. Lauren mentioned the SMT was a huge help at the last movie night and they seemed to enjoy it; if they’re open to helping at the event again then it would be manageable for volunteers to handle two events in close proximity. Lachlan mentioned the weather is most ideal that time of year. No objections were raised from the group about moving forward. Julia asked if it is before or after the elections to avoid it becoming a political opportunity, Lachlan noted elections are on 16 March 2024, the weekend before.

Let's wrap this up.....	
<p>13. Motions on Notice</p> <p>13.1. 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 Graduation Working Group, and Fundraising.</p> <p>13.2. Student Resource Scheme</p> <ul style="list-style-type: none"> • Approval to run SRS 2024 • SRS fees 2024 • Annual SRS Report 2023 	<p>Motion: To accept and approve all reports and updates presented at the general meeting: Executive, Treasurer, Swim Club, 2nd Hand Uniform Shop, Book Club, Principal, Projects, Grants, and Fundraising.</p> <p>Moved by: Cassie Wagstaff</p> <p>Any objections: N</p> <p>Approved: Y</p> <p>Lachlan noted no updates on SRS were available to share yet, however advised it would be very similar to this year's scheme. Motion held over until February 2024 GM.</p>
<p>14. New and General Business</p> <p>14.1. Christmas Concert and Raffle Sales – We are looking for volunteers who possibly don't have P-3 children attending who can volunteer for a minimum of 1 hour walking around with the square reader and selling Christmas raffle tickets – please. Kass Carter has also secured a table at 3 local shopping centres to sell tickets over the period 29thNov-8thDec if anyone can help on any of these days too?</p> <p>14.2. Fundraising idea for 2024 – School Pool Solar Heating.</p> <p>14.3. P&C General Meeting Calendar for 2024 – see Att 9 with proposed dates Query: Should Agenda's be emailed out by the school before every meeting? Encouraging more families to attend?</p> <p>14.4. First Day 2024 – Welcome Event – Coffee van or something else? Having it in the staff car park like the last two years doesn't really</p>	<p>14.1.1. Cass again called out for volunteers for to assist with upcoming raffle sales.</p> <p>14.2. Cass advised that P&C exec have brainstormed fundraising for a pool heating solution. Cass has discussed the idea with Carlie who is going to obtain a quote in the new year for us to consider ahead of locking in 2024 AOP fundraising plans.</p> <p>14.3. Cass noted the 2024 meeting calendar attached with the agenda. No objections were raised to reducing the qty of GM's to 7 from the current 9 per year. We'll endeavour to keep to the same time duration per meeting despite the reduction.</p> <p>14.4. Discussion about ensuring a coffee van on the first day of school 2024 could park inside the pool gates, instead of in the staff carpark where it is less visible. Lachlan to follow up with RACQ bank who usually sponsor the occasion.</p> <p>14.5. Snr Deputy Principal Tristan Baskerville introduced the concept of Teacher Collaboration Time (TCT-see Att10), also known elsewhere as Professional Learning Teams. He explained that the proposed time in the timetable is designed to enhance curriculum development on the Senior campus and would allow teachers to work together to improve teaching and learning. The plan involves using a time slot currently allocated for intraschool sports and opening it up for teacher collaboration on a 5-week rotational cycle, while also providing options for students during that time who may not be able to go home early.</p> <p>The motivation behind this initiative is a post-pandemic decline in student engagement, with the need for teachers to develop more engaging learning experiences. Additionally, an influx of beginning teachers next year will require dedicated time for professional development and collaboration. The proposed model aims to avoid reducing curriculum time and has been carefully crafted to accommodate the complexity of the secondary timetable; addressing the challenges senior teachers face when they can be teaching across multiple year levels, subjects and faculties.</p> <p>Questions/Discussion: Y</p> <p>Tristan confirmed all senior years 7-12 would see their timetable change. The committee discussed the potential impact on HC and Montessori students. Lachlan emphasised the importance of finding a balance to ensure that HC students are not</p>

<p>work – can it go somewhere else?</p> <p>14.5. TCT discussion – see Att 10 - Tristan Baskerville</p> <p>14.6. Voluntary Contribution Scheme – currently P&C asks for a contribution, looking for ideas to contribute uptake, should we advertise this for a fundraising initiative? Other schools have reported this has increased uptake.</p> <p>14.7. Any other General Business?</p>	<p>further limited in face-to-face time with teachers, but said it was ideal for HC and Cycle 4 teachers to be given the opportunity to participate in TCT too.</p> <p>The implementation is anticipated for the next school year, with a rolling-in period to account for logistical adjustments. Overall, the proposal received positive feedback, with parents expressing support and a better understanding of the benefits after the detailed explanation provided in Tristans presentation. A survey to determine parents' preferences for student activities during the collaboration time will be distributed in due course.</p> <p>14.6. This will now be held over with item 13.2 until February 2024.</p> <p>14.7. Cathy submitted a message regarding the swooping plovers in Hanky Park and requested that the College direct parents and students to use a different route for a short time, away from the gate near the P&C building. College will distribute advice.</p>
<p>15. Applications for membership and recording of new members</p>	<p>Nil received.</p>
<p>16. Date of next meeting As noted in Item 14.2., full 2024 date planner (Att 9) attached for review. Excerpt also included below. Proposing to hold our first 2024 GM on Monday 19th February.</p> <p>17. Close</p>	<p>Before closing off for the evening, Cass extended her gratitude to everyone for their amazing work in 2023. It's been a massive year of fundraising, with lots of great events and lots of new faces.</p> <p>Cass thanked all for attending and mentioned as noted in Item 14.2 full 2024 date planner (Att 9) was attached for review and an excerpt also included below. We are proposing to hold our first 2024 GM on Monday 19th February 2024.</p> <p>Cass declared the last general meeting for 2023 closed at 8:33pm.</p>

Minutes prepared by
 Lauren Phillips
 P&C Assistant Secretary

Certified true and correct by
 Cassandra Aldcroft
 P&C President (Chair)
 TO BE RATIFIED AT THE FEBRUARY GENERAL MEETING 2024.

Proposed 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 – 7pm ONLINE ONLY	August	Monday 19 th – 7pm ONLINE ONLY
March	Monday 18 th (incl. AGM) - 6pm	September	No General Meeting
Term 2		Term 4	
April	No General Meeting	October	Monday 21 st – 7pm ONLINE ONLY

May	Monday 20 th – 7pm ONLINE ONLY	November	Monday 18 th – 7pm ONLINE ONLY
June	Monday 17 th – 7pm ONLINE ONLY	December	TBD – Volunteer lunch celebration

RATIFIED