

**General Meeting Minutes  
of Aldridge State High School P&C Association**

<b>Agenda Item</b>	
Date	22 <sup>nd</sup> of April 2024
Venue	Aldridge State High School Conference Room
Opening and welcome by the Chair	Opening: Janeen Greaves
Opened at	4.37pm
Present	Amanda Wilcox, Janeen Greaves, David Burns, Jo Gaffel, Robyn Nicol, Tracie Rodgers, Megan Maher, Sandy Holt, Alysha Tranent , Alla Waye & Rachael Thiry
Apologies	Cheryl Totivan & Jenny Milzewski
Minutes of last meeting read	The minutes of the last meeting held on the 18 <sup>th</sup> of March be adopted as printed –  Moved: Robyn Nicol                      Seconded: Amanda Wilcox                      Carried
Business arising from the minutes of the previous general meeting	Jessie Hodgkinson – Provided with P &C meeting dates for 2024 Display boards – Cynthia advised the amount of boards required Speaker canteen – Targeted funds, David to follow up Robyn contacted P &C Qld in regard to obtaining sponsorship's Bird droppings & dirty pipes and wall outside of canteen – Been cleaned P &C Human Resource & Procedure Manual has been amended to include the current Dress Code (provided by QAST) P &C donating a wreath for Anzac Day
Correspondence received since the previous general meeting	List of correspondence as per tabled overview  Motion to accept inward and outward correspondence  Moved: Robyn Nicol                      Seconded: Tracie Rodgers                      Carried

<p>Business arising from correspondence</p>	<p>Generic email for the P &amp;C to be provided by the school</p> <p>Canteen staff &amp; volunteers have undertaken the Mandatory All Staff Training (MAST)</p> <p>P &amp; C Qld provided response in regard to obtaining sponsorship's</p> <p>Janeen Greaves applied for grant funding through the Bendigo Bank</p> <p>Canteen to cater for the extra 150 students and teachers for the Wide Bay Challenge Volleyball on 26<sup>th</sup> of April</p> <p>Canteen to do small catering for Cross Country on 30<sup>th</sup> April &amp; loan of eftpos machine</p> <p>Canteen staff recommended to have holidays during school breaks, if requesting leave over the school term need to ensure not many staff are away at once on leave and also give plenty of notice.</p> <p>P &amp; C Day May 24<sup>th</sup></p> <p>P &amp;C Membership form received from Sandy Holt &amp; Cheryl Totivan</p> <p>Wage rate finally announced for canteen staff, pay rate rise of 5.75%. Back payed on and from the 1<sup>st</sup> of September 2023. The reprint of the Parents and Citizens Award 2016 has been issued.</p> <p>Invoice received from Design Works Apparel for Equestrian Shirts</p> <p>Copy of audited financial to North District Regional Office &amp; Cynthia Jones</p>						
<p>Treasurer's report and financial statements for P&amp;C and Canteen, and any business arising from these.</p>	<p style="text-align: right;">Balance as at 31<sup>st</sup> of March 2024</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Canteen Account</td> <td style="text-align: right;">\$ 27,245.20</td> </tr> <tr> <td>BOS Account</td> <td style="text-align: right;">\$ 46,781.89</td> </tr> <tr> <td>Term Deposit 50246442 (account)</td> <td style="text-align: right;">\$10,074.96 (long service leave account)</td> </tr> </table> <p>Term Deposit matured on the 5<sup>th</sup> of April.</p> <p>Motion to reinvest term deposit for 12 months earning 4.25% interest..</p> <p>Moved: Tracie Rodgers      Seconded: Amanda Wilcox      Carried</p> <p>P&amp;C Financial Reports to be endorsed and accounts for payment be ratified.</p> <p>Moved: Tracie Rodgers      Seconded: Jo Gaffel      Carried</p> <p>The President and treasurer to certify original bank statements for all Bank accounts.</p>	Canteen Account	\$ 27,245.20	BOS Account	\$ 46,781.89	Term Deposit 50246442 (account)	\$10,074.96 (long service leave account)
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<p>Canteen Report</p>	<p>Our daily average takings so far this term is around \$1400. Our winter menu is up and we have added jacket potatoes, chicken &amp; gravy roll, hot chocolate and milo. The hot drinks are not selling well at this state but it probably isn't cold enough. We are also going to try an extra special probably once a week, such as corn on the cob, butter chicken &amp; rice, mince chow mien, and any suggestions. We have trialled the burrito bowl which seemed to sell well. We are yet to finalise the extra special.</p>						

Principal' Report	<p>Principals Report read by David Burns</p> <p><b>School Improvement Planning</b> Executive leaders are working with HODs to analyse term 1 achievement data to identify performance targets and case management approaches to supporting student learning. Leaders will be monitoring individual students to identify strategies to assist these students to improve in their work with the goal to lift achievement by the end of semester.</p> <p><b>Local Community Engagement Through Co-design Pilot</b> Aldridge SHS has been involved in a pilot program LCETC where local community walks alongside schools to design education outcomes. This has been a difficult but highly rewarding program that has seen wonderful outcomes for our students. The pilot program wraps up at the end of 2024. Uncle Glen Miller, CEC Trina and I will attend the feedback workshop in week three to contribute to the learnings and to inform the design of the new program to be rolled out to all schools over coming years</p> <p><b>Aldridge Ambassadors</b> The student leadership program has taken on a new look being supported by Mr Hodgkinson, Mr Gunn and Mr Inglis. The Aldridge Ambassadors will support the school captains both senior and junior in events and projects to represent the school and to make improvements around the school. The leaders attended the Butchulla Warriors Memorial this morning to join in the commemoration of the first anniversary of the memorial in Queens Park. School Leaders will lead the school ANZAC ceremony on Wednesday and lay wreaths at the cenotaph on Thursday.</p> <p><b>Transition Afternoon</b> The first of the parent afternoons for Year 6 students transitioning to year 7 will be held at school on Monday 20 May with a Meet and Greet for parents and a meet the Principal.</p> <p><b>School Attendance and Engagement</b> The attendance management process has been reconfigured to ensure alignment with policy and efficiency of delivery. Student attendance is the singular factor that will impact learning outcomes for every student. The systematic approach to managing attendance is a priority for the school inclusive of incentives for students with high and improving attendance.</p> <p><b>Art Exhibition</b> Student art works from Aldridge SHS, Maryborough SHS, St Marys College and Riverside Christian College will be on show at a combined Schools' Exhibition at the Gatakers Art Space over the next few weeks. The exhibition is being curated by Shannay Manitsky and opens next Friday night from 5pm.</p> <p><b>Cattle Show Team</b> The cattle show team competed last week at Toowoomba Royal. The team showed two bulls bred in our Square Meater Stud. Torres was Champion Bull in his class while Ulysses was Reserve Junior Champion in his class. The Heifer, recently purchased from one of our breed partners came third in her class. The next major cattle show will be in Rockhampton Beef week.</p>
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General  
Business

Request received from students Kirra Hughes, Summer, Lexie & Dylan (Junior School Captains) to hold a fundraising day to support Do it for Dolly Day on the 10<sup>th</sup> of May. Requesting that students and staff dress in blue and pay a gold coin donation. Robyn to email the Junior School Captains to confirm support of this event, this email to include the purpose of the event, where the money is being donated towards & advising promotion of the event to help ensure it being successful.

Moved: Robyn Nicol                      Seconded: Janeen Greaves                      Carried.

Janeen has requested a transparent sheeting to be replaced in K Block, this sheeting was damaged a while back. The infrastructure is there but no cover, concerns with damage being done to musical equipment and also electrical equipment. David to follow up with Cynthia.

Alla Way requesting to hold a fundraiser for the Push Up Challenge that runs from the 5<sup>th</sup> to the 28<sup>th</sup> of June at recess 1. It is free to participate but if any wish to donate towards the cause can. The money raised will be donated to Head Space Maryborough. Head Space has provided the organisers with links, promotional videos, T Shirts as ambassadors and health innovations to support the cause. Location suggested the oval or the bird cage area. Confirm closer to the date.

Robyn to email Alla Way to confirm support of this event, this email to include the purpose of the event, where the money is being donated toward and advising promotion of the event to help ensure it being successful.

Moved: Amanda Wilcox                      Seconded: Robyn Nicol                      Carried

Megan Maher would like also to promote during the same time of the Push Up Challenge, Health & Well Being Days, which will include a Walk A Thon, this event will also promote mental health issues and being sun safe. Would prefer a donation being made as sponsorship for each lap completed requires collecting the money from sponsors and time to do so. Looking at holding at the beginning of Term 3 in week 1 or week 2.

Nominations have opened for the Equestrian Challenge and the number of entries have been outstanding and shows a great support for the event. Require ban marie and chip deep fryers for the event, Robyn to contact handy hire to book.

Anthony Whittingham has made a request to provide more shade structures around the school. P & C fully support this idea as it has been discussed previously. Funding for these halted this project from moving forward. Discussions regarding maybe school building some of these structures, or student council/seniors could apply for grants. Robyn to email Anthony with outcome.

Megan Maher to bring to our next meeting confirmation of costings through different suppliers. B & H were not aware that these new uniforms would transition in over a couple of years, so current uniforms can still be purchased.

Water Chillers – Further investigation still required into costings for replacement filters and how often to be replaced and what does installation exactly include.

Date of next meeting	20 <sup>th</sup> of May 2024 4.30pm in Conference Room
Meeting Close	6.08pm
	<p><b>Motions from the meeting:</b></p> <p>Motion that the minutes of the last meeting held be carried as printed – Carried</p> <p>Motion to accept inwards and outwards correspondence – Carried</p> <p>Motion to accept the P &amp;C financial statements and accounts for payment to be ratified – Carried</p> <p>Motion to accept Principals Report - Carried</p> <p>Motion to reinvest term deposit for 12 months - Carried</p> <p>Motion supporting Do It For Dolly Day - Carried</p> <p>Motion supporting Push Up Challenge - Carried</p>

<p>Minutes endorsed</p> <p>as True and Correct</p> <p style="text-align: center;">President</p> <p style="text-align: right;">Janeen Greaves</p>
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