

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

Agenda Item	
Date:	19 th of May 2025
Venue:	Aldridge State High School Conference Room
Opening and welcome by the Chair	Opening: Megan Maher
Opened at:	4.34pm
Present:	Robyn Nicol, Sandy Holt, David Burns, Michelle Wolter, Emily Baumann, Ella Fitzgerald, Megan Maher, Jenny Milzewski, Samantha Swinburne, Kiah Skuse Arrevillage & Ashley Johnstone
Apologies:	Jessica Gunn, Amanda Wilcox, Tracie Rodgers & Jill Marshall
Minutes of last meeting read	The minutes of the last meeting held on the 17 th of March 2025 be adopted as printed Moved: Robyn Nicol Seconded: Sandy Holt Carried
Business arising from the minutes of the previous general meeting	Business arising from previous minutes. Itinerary for previous school fete received from Sharon Moller, Itinerary has been emailed to Ella Fitzgerald Contacted QKR and Flexischools – Will wait until Q parents set up first Obrien Electrical replaced cord on display fridge in canteen Email to Cynthia and Jenny requesting amount banked for Tradie Day fundraiser – Cash \$139 and eftpos \$224
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: Jenny Milzewski Carried

Business arising from correspondence	<p>Correct financials to be provided for P & C Meetings</p> <p>Enquiry sent to P & C Qld if we can apply for deductible gift registrations to get more grants – Confirmed by P & C that we are unable to apply</p> <p>All canteen staff have completed the Staff Development Performance Reviews</p> <p>Megan Maher has been set up for a token to authorise payments with Commbiz</p> <p>Megan Maher to be added as signatory to Commbiz accounts</p> <p>Staff received Jury Duty letter – Staff provided with exemption letter</p> <p>Megan unable to attend April meeting, reschedule of meeting dates, dates provided to Jessie Hodgkinson</p> <p>North Coast Region Mark Rewald – Documentation from 2025 P & C AGM meeting</p> <p>Community Solutions – Volunteer work for over 55's, possibility for canteen</p> <p>List of unpaid invoices for 2024 additional equestrian riders. Janeen requested to forfeit the unpaid invoices and P & C carry small cost.</p>
	<p>Moved: Robyn Nicol Seconded: Jenny Milzewski Carried</p>
	<p>Unpaid invoice from Life in Bloom – provided payment details</p> <p>Work Cover updates</p> <p>QAST Tuckshop Tune Up cost \$1500</p> <p>QAST Invitation to attend free tuck shop catch up with Dan Mulheron – Michelle Wolter, Jenny Milzewski and Robyn Nicol attended</p> <p>P & C Qld – HR Advisory on wages, time sheets and rosters</p> <p>Equestrian funds from school of \$1405 transferred to P & C bank accounts</p> <p>Approval of Discretionary Fund application from FCRC for \$1200 towards Equestrian Challenge</p> <p>Minutes from Equestrian Challenge Meeting</p> <p>QGCBF up to \$100,000, Megan and Cynthia applying for gym equipment, seats/tables and water chillers (2 x single, 2 x troughs)</p> <p>General Well Being meeting to be rescheduled</p> <p>Transfer of \$797 to school account after use of canteen eftpos for outdoor rec</p> <p>Catering Quote Leesa Munroe</p> <p>Cost to hire equipment from Deluxe party hire for canteen for 4 days at Equestrian Challenge is \$300.</p>
	<p>Moved: Robyn Nicol Seconded: Sandy Holt Carried</p>
	<p>Menu financial review and Operational Role – To organise meeting with Executives</p> <p>Janeen requests equestrian invoices be paid by the P & C prior to the Equestrian Challenge</p> <p>Moved: Jenny Milzewski Seconded: Megan Maher Carried</p>

<p>Treasurer's report and financial statements for P&C and Canteen, and any business arising from these.</p>	<p style="text-align: right;">Balance as at 31st of March 2025</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Canteen Account</td> <td style="text-align: right;">\$ 51,577.08</td> </tr> <tr> <td>BOS Account</td> <td style="text-align: right;">\$ 1,857.03</td> </tr> </table> <p style="text-align: right;">Balance as at 30th of April 2025</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Canteen Account</td> <td style="text-align: right;">\$ 48,288.13</td> </tr> <tr> <td>BOS Account</td> <td style="text-align: right;">\$ 1,857.42</td> </tr> </table> <p>Term Deposit 50246442 \$10,074.96 (long service leave account)</p> <p>Term Deposit matured on the 17th of May 2025.</p> <p>Term Deposit to be reinvested for 12months and annual interest of 4.60%</p> <p>Moved: Robyn Nicol Seconded: Megan Maher Carried</p> <p>Motion to accept the P&C Financial Statements and accounts for payment to be ratified.</p> <p>Moved: Robyn Nicol Seconded: Megan Maher Carried</p> <p>The President and treasurer to certify original bank statement for all Bank accounts.</p>	Canteen Account	\$ 51,577.08	BOS Account	\$ 1,857.03	Canteen Account	\$ 48,288.13	BOS Account	\$ 1,857.42
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<p>Canteen Report</p>	<p>Report by Sandy Holt</p> <p>We are 5 weeks into term 2 and our takings are still sitting around \$1300 per day. Last Friday was our slowest day with only \$1180 taken and that being sushi day. Drinks are slowing down so expecting less takings again.</p> <p>Costs are still rising and it is hard to make a profit.</p> <p>Michelle is our newest addition and has a great work ethic and is fitting in really well.</p> <p>I have been making some extra specials every 2nd Tuesday and they are selling really well, keep your eye out for them.</p> <p>That's all folks.</p>								
<p>Principal' Report</p>	<p>Report by David Burns</p> <p>Current Enrolment 596</p> <p>Year 7 Enrolments 2026</p> <p>Enrolments continue to build for 2026 with 51 currently registered as futures. At the same point in 2024, there were 17 future year seven students registered. This is an encouraging sign. Miss Eagers completed her final transition school visit today.</p> <p>There is a second Principal Tour scheduled for tomorrow afternoon at 3.30pm. The previous Principal tour was well supported by parents and families. The transition afternoons will begin in coming months where enrolled students come to</p>								

experience activities after school to familiarise them with secondary school and meet some of our staff. The transition program culminates with the whole of town transition day in November.

School Improvement

Term 1 Reporting has been completed and parent teacher interviews are scheduled for Wednesday evening. Year 11 Unit two is currently being finalised and will be reported in late May. Results for term 1 look encouraging across all subjects in both the junior and senior school. School performance data is beginning to see alignment irrespective of cohort indicating that moderation alignment work is translating to student results. Alignment of learning across classes is strong with students engaged in their learning in classrooms.

Queensland Engagement and Wellbeing Survey 2025

Students are undertaking the Queensland Engagement and Wellbeing Survey this week. This data informs planning and programming for the wellbeing team and resources within the school. Surveys will be completed in form classes starting with year 7 today. Whole School Sport Two of the major sporting carnivals are now completed with the Swimming Carnival and Cross Country running now completed. Student engagement continues to increase with attendance up for both events on previous years. Congratulations to Jason Rossiter for his enthusiasm and creative organisation of fun events.

Maximising Learning Days for Students

Behaviour data for term 1 indicates a reduction in the number of daily incidents across the school over all comparative to 2024 at the same time. Unfortunately, the number of higher level incidents that meet the threshold for suspension have slightly increased on the same period compared to 2024.

Student Leadership

Students from Aldridge attended the Maryborough ANZAC Day march and student leaders laid a wreath. Brigadier Bill Date, a past student of Aldridge was the guest speaker and he spoke at length before the ceremony with our leaders. I was surprised with the number of students who attended given the short week and the number of students who were away on extended vacation.

School Attendance and Engagement

Student attendance remains above 80% with large numbers of students away for extended periods of time due to vacation and prolonged illness. There are good numbers of students in each year level with 100% attendance. Attendance

	<p>incentive draws remain in place each term for students above 90% and over 95% at end of term.</p> <p>Human Resources</p> <p>We are currently operating with one deputy principal position vacant due to Mr Inglis Acting Principal at a Gladstone school. Unfortunately, due to a teacher shortage, Mr Inglis was not able to be replaced and his workload is currently being shared amongst the remaining leadership group.</p> <p>A recruitment and selection process is underway to replace Mrs Cynthia Jones as Business Manager when she retires at the end of term 2. Mrs Jones has given outstanding service to the school and has been BM at Aldridge since 2002.</p>
<p>General Business</p>	<p>Request small catering events done by school canteen to be donated instead of invoiced.</p> <p>Moved: Robyn Nicol Seconded: Jenny Milzewski Carried</p> <p>School excursions have policies in place to subsidise for students who do not attend. P & C will consider assisting in those situations if the case arises.</p> <p>Will Gunn wishes to donate a percentage of the takings from the Cash for Cans project. Students have organised and done most of the work so P & C happy for the money to be kept by the school and used for specific events/causes.</p> <p>P & C have donated toward the cost of the new formal uniform and ties, additional payments from B & H Designs also need to be paid.</p> <p>Moved: Sandy Holt Seconded: Michelle Wolter Carried</p> <p>Donation requested from Adam Hodgkinson for golfing uniforms for approximately \$2500. Golf uniforms previously been purchased through school funds and participants kept shirts at end of the year, these funds are no longer available. The golf students from outside of Aldridge also help enrolment numbers. Golfing encourages kids to undertake golfing full time and opportunities of playing in tournaments.</p> <p>Terry Doneman requesting assistance for approximately \$4000 for the Duke of Edinburgh students who undertake the Adventurous Journey. In previous years, the National and State Duke of Edinburgh Award Authorities have generously supported the students by funding up to 90% or 100% of the \$790 participation fee. Unfortunately, this year the available funding has been reduced to \$285 per participant, leaving a shortfall of \$495 per student. To reduce the reliance on external funding, they will be imposing a \$200 levy per student, bringing the remaining gap to \$295 per participant. Concerns where the canteen is sitting at financially and donating money to extra curricular events and school. Suggestion of donating a one off amount to each extra curricular club, eg. volleyball, cattle club. We have not assisted these areas previously. Due to school financial's more requests are being sort from the P & C. Need to stabilise the canteen profit prior to donating any monies.</p>

