

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

Agenda Item	
Date	9 th November 2016
Venue	Aldridge State High School
Opening and welcome by the Chair	Karen Burton
Opened at	6.32pm
Present	Jim McKee, Karen Burton, Tracie Rodgers, Chris Whiting, Jenny Milzewski, Leeanne McIndoe and Theresa Hatchman
Apologies	Ross Higgins, Jackson Dodd, David Burns & Robyn Nicol.
Minutes of last meeting read	Theresa Hatchman moved and Leeanne McIndoe seconded that the minutes of the last meeting held on the 14 th September 2016 be carried as printed – Carried
Business arising from the minutes of the previous general meeting	<p>Canteen Security Screens have been fitted and look fantastic.</p> <p>Upon further investigation, we are to comply with the Smart Choices Policy and under their guidelines Independent Schools mean non-state schools who are funded independently such as the Lutheran Church schools. Smart Choices deadline has been removed and there is no implementation date at the moment</p> <p>Stove Quotes – General Business</p> <p>Chilled Display Cabinet – General Business</p> <p>Herb Garden – Chris Yates investigate further next year</p> <p>CCTV – on hold, fake security camera - General Business</p> <p>Point of Sale Equipment – General Business</p> <p>Competition – It was decided not to go ahead this year and will consider in 2017.</p>
Correspondence received since the previous general meeting - Inward (as listed)	<p><i>Inward</i></p> <p>CBA Merchant Statements x 4</p> <p>CBA – Bank Statements x 4</p> <p>CBA – Merchant fees Letter</p> <p>CBA – Deposit Book</p> <p>Quaill Trophies – Quote</p> <p>Bradnams – Quote for security screens</p> <p>Minister for Education – Letter re Smart Choices</p> <p>ATO – Revocation of endorsement as a Tax Concession Charity</p> <p>CMS – seminar for new award</p> <p>Max Employment – WFD Activity Referral for Tayler Gerada</p> <p>Fraser Coast Foodservice – Sept A/c & Oct A/c</p> <p>Ecomist A/c</p> <p>Abacus – Calculators</p>

<p>Correspondence received since the previous general meeting - Inward (as listed) Outward (as listed)</p>	<p>LW Reid flyer Midfords Catalogue Robyn Nicol – resignation letter QLD P&C – Parent Talk <i>Outward</i> Bradnams – Quote authorisation ASHS – Security screens for Cynthia</p>														
<p>Business arising from the correspondence</p>	<p>Discuss letter from ATO regarding Tax Concession Charity being revoked. P&C's are classed as Non-Profit Organisation and sanctioned as a charity under the State Collections Act 1966 (Qld). There is no registering process – self-governed. Key rings have been ordered and supplied for graduation</p>														
<p>Confirmation of executive committee's decisions</p>															
<p>Treasurer's report and financial statements for P&C and Canteen, and any business arising from these.</p>	<p>Financial Statements Attached</p> <p>General Account</p> <table data-bbox="518 929 1109 1153"> <tr> <td>Sept 2016</td> <td>\$ 1743.68</td> </tr> <tr> <td>October 2016</td> <td>\$ 1697.92</td> </tr> <tr> <td>Term Deposit 1</td> <td>\$ 90000.00</td> </tr> <tr> <td>Term Deposit 2</td> <td>\$ 10000.00</td> </tr> <tr> <td>Entitlements account</td> <td>\$ 3.13</td> </tr> </table> <p>Canteen Account</p> <table data-bbox="518 1198 1109 1288"> <tr> <td>September 2016</td> <td>\$ 68510.35</td> </tr> <tr> <td>October 2016</td> <td>\$ 73773.00</td> </tr> </table> <p>Bank Account changes – Our banks accounts are no longer interest bearing from October 2016. The Business Online Saver Account monies can be held and transferred back to our trading accounts at no cost to pay accounts. There are no charges and interest rate is 0.7% (calculated daily paid monthly) over \$10000</p> <p>Leeanne McIndoe moves a motion to open a Business Online Saver Account with a balance of \$10050.00 and can move monies back and forward to maintain 2 banks accounts at optimum levels. Signatories to be the same as existing accounts. Also, to open a new term deposit for \$50000 for 3 months, seconded by Tracie Rodgers - Carried</p> <p>Term Deposit for \$90000 is due 19.03.2017 so we can discuss this one next year but the Term Deposit for \$10000 is due on the 21st December 2016.</p> <p>Leeanne McIndoe moved a motion for reimbursement for ink cartridge, seconded by Jenny Milzewski – Carried</p> <p>Some other sundry expenses to be reimbursed - will advise executives when purchased for reimbursement.</p> <p>Discussed the need for a budget next year – Seniors area furniture.</p>	Sept 2016	\$ 1743.68	October 2016	\$ 1697.92	Term Deposit 1	\$ 90000.00	Term Deposit 2	\$ 10000.00	Entitlements account	\$ 3.13	September 2016	\$ 68510.35	October 2016	\$ 73773.00
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<p>Canteen Report</p>	<p>Canteen Report Attached</p>														

Principal's Report

Current Enrolment

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
214	194	163	232	166	156
0	0	2	0	1	0
214	194	165	232	167	156
214.0	194.0	163.6	232.0	166.2	156.0

Total enrolment = 1125.8 190 Year 7's for 2017.

Covered Area (Triple S) - Work completed. Swimming Pool - The pool is undergoing a major repair and as such will be out of action for term 4. We expect that this will extend the life of the pool for 10yrs at which time it is due for complete replacement.

Review of Behaviour Management and Attendance procedures - Brett Martell is leading the review of BM. A group of approx. 20 staff will undertake this including seeking feedback from students and parents to build a more effective approach to behaviour management.

Excursions:

Yr 11 Outdoor Rec 25 – 30 Nov – Keppel Island

Other Key Dates:

15 Nov Formal

18 Nov Yr 12 Graduation

25 Nov Yr 10 and 11 finish

02 Dec Yr 10 & 11 reports available from the office

08 Dec Yr7, 8 & 9 Reports distributed


09 Dec Last day of school

Endorsement

1. Excursion Schedule
2. Financial Statement/Budget Overview Report

Motion to accept the above endorsements. Leeanne McIndoe moved and Theresa Hatchman seconded the motion – Carried

Motion to approve an early cessation to the last day of school at 11am on the 9th December 2016 Tracie Rodgers moved and Jenny Milzewski seconded the motion – Carried

Principal's Report	Chris Whiting moved and Leeanne McIndoe seconded that the above reports as distributed and discussed, be adopted – Carried Report Attached
Motions on notice	
Applications for membership and recording of new members	Motion was put forward that all new memberships be accepted Leeanne McIndoe moved and Chris Whiting seconded the motion – Carried
General Business	<p>Cold Display Cabinet quotes and electric stove quotes have been sourced and will be discussed at Canteen meeting and the outcome will be presented to the Executives.</p> <p>POS & additional EFTPOS machine ideas were discussed. Jenny moved a motion to acquire a second EFTPOS machine, Chris Whiting seconded the motion - Carried</p> <p>Fake security camera – Quotes have been sourced and it was discussed. Leeanne McIndoe moved a motion to get a fake security camera, seconded by Theresa Hatchman – Carried. Will check with BSM to see whether there are any other issues. Need to be completed before end of school</p> <p>Meeting Dates for 2017 15th February 15th March AGM 17th May 19th July 12th September 8th November</p> <p>Tracie Rodgers moved a motion to accept the proposed dates for 2017 P&C meetings, seconded by Jenny Milzewski.</p> <p>Canteen Budget – P&C Operations Manager hours per week have averaged out at 5.5 to be included into budget.</p>
Date of next meeting	15 th February 2017
Close	7.10pm
Minutes endorsed as true and correct	 President's Signature.....