

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

Agenda Item	
Date	5 th of September 2023
Venue	Aldridge State High School
Opening and welcome by the Chair	Janeen Greaves
Opened at	4.33pm
Present	Amanda Wilcox, Janeen Greaves, David Burns, Megan Maher, Jo Gaffel, Tracie Rodgers & Robyn Nicol
Apologies	Sandy Holt & Lisa Tinney
Minutes of last meeting read	Tracie Rodgers moved and Amanda Wilcox seconded that the minutes of the last meeting held on the 25 th of July be adopted as printed – Carried
Business arising from the minutes of the previous general meeting	<p>Business arising from last Minutes</p> <p>Equestrian Challenge 2023 made a profit for the P &C of \$7034.34</p> <p>Janeen Greaves – 1/08/23 reimbursed for volunteer work for Equestrian Challenge 2023</p> <p>QAST Renewal – 7/08/23 yearly membership paid</p> <p>Adam Hodgkinson – 7/08/2023 donation for Formal paid</p> <p>School uniform – David to consult with Admin and Megan provided sample, further consultation required</p> <p>Action taken at Rec Camp with incident – Discuss general business</p> <p>Refrigerated water chillers – Discuss general business</p> <p>Equestrian Challenge 2024 dates – Discuss general business</p>
Correspondence received since the previous general meeting	<p>List of correspondence as per tabled overview</p> <p>Motion to accept inward and outward correspondence</p> <p>Moved: Amanda Wilcox Seconded: Janeen Greaves Carried</p>

<p>Business arising from correspondence</p>	<p>P & C to coordinate vendors for fete & Robyn to invoice vendors Moved: Amanda Wilcox Seconded: Tammy White Carried</p> <p>P & C looking at obtaining Old McDonald’s Farm for fete night, cost \$1100 Moved: Robyn Nicol Seconded: Amanda Wilcox Carried</p> <p>Canteen to provide morning tea and lunch for 50th reunion on the 2nd of September Moved: Robyn Nicol Seconded: Tracie Rodgers Carried</p> <p>Completed Sponsorship & Fundraising checklist to be provided for school fete</p> <p>QAST – Upcoming Food Safety Supervisor Course</p> <p>Updated Work Place Health & Safety Committee & Block Fire Warden list for school</p> <p>Request refund for vendor Bonnie due to cancellation Moved: Robyn Nicol Seconded: Tracie Rodgers Carried</p> <p>Robyn to be reimbursed as she obtained the floats for fete night from her own bank account due to one of the signatories not being available to sign a cheque to withdraw the funds. Moved: Amanda Wilcox Seconded: Janeen Greaves Carried</p> <p>Return of donation of \$500 from Adam to assist with costs for fete night</p> <p>Student Council not involved in fete – Discuss general business</p> <p>Condenser break down in canteen – Discuss general business</p> <p>Email to Bruce Saunders for donation of fete – Discuss general business</p> <p>Students paying for canteen if no phones in 2024 – Discuss general business</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 the 31st July 2023</p> <p>Canteen Account \$41,521.16</p> <p>BOS Account \$46,487.90</p> <p style="text-align: right;">Balance as at the 31st August 2023</p> <p>Canteen Account \$39,375.81</p> <p>BOS Account \$46,542.38</p> <p>Term Deposit 50246442 \$10,074.96 (long service leave)</p> <p>Moved: Amanda Wilcox Seconded: Janeen Greaves Carried</p> <p>Treasurer’s report -P&C Financial Reports to be endorsed and accounts for payment be ratified. Original bank statement to be certified by the President</p>

Canteen Report

This term has been very quite and sales lower and student numbers low also. This is a little unusual as only week 6 of this term.

The students which are using the canteen are happy with the menu choices and enjoy what is available on the menu. We often ask what students would like added to the menu but most of the time it would not meet the smart choice guide lines.

We had quite a major break down in the canteen and this caused the freezer to not run efficiently overnight. It was found the freezer needed a new condenser. We were lucky as we did not loose much stock at all as we only order enough for a week in. We lost a few hot dogs, chilli tenders and some ice blocks, which is pretty lucky considering the size of our freezer and what could have been in there.

We also catered for the 50th reunion which gave us approx \$800 for takings on the day extra. Past students seemed to really enjoy the day by the feedback they were giving.

Only a couple of weeks left for term 3 and for any new terms approaching we make changes with the menu. The only chance will be the deletion of the Chicken Gravy Rolls as we come into the summer months. Students seem to be enjoying what is offered on the menu so no other changes will be made.

Thanks to everyone who help and assist in the running of the canteen.

Looking forward to term 4.

Principal's Report

Attached Principals Report read by David Burns

Year 7 Enrolments 2024 – 78 students. Enrolments continue to flow in for 2024. Upcoming transition days Year 6 13th September & Westfest.

School Improvement Work – Term 4 continuation of line of sight work with Learning Walks, Cycles of Moderation & Case Management. HODS and school leaders to attend a range of professional learning experiences to deepen knowledge of Version 9 of the Australian Curriculum, in readiness for the upgrading of Learning Area programs through to 2027. Leaders will visit primary schools to observe classroom approaches being used.

Maximising Learning Days for Students – Numbers of days lost to learning from disciplinary absences has decreased across term 3. Leaders spending more time in the playground providing an additional level of supervision.

School Attendance and Engagement- School attendance is sitting at 79% Average across all year levels. Duncan is working on a revamped attendance policy with revised systems and processes in line with departmental policy and tighter roles and responsibilities for staff and a broader range of people assisting at various levels

Mobile Phone Policy Change - The mobile phone policy will change in 2024. The policy will be called “Off for the day” and will require mobile phones to be turned off while at school (including during breaks). A draft policy is being worked on taking the direction of students maintaining responsibility for their phone, however the phone will need to be out of sight and turned off. Exceptions will be in place for paying at the tuck shop, and for health monitoring ie diabetes etc. A schedule of consequences from least intrusive to most intrusive will be in place. A trial of the policy is being planned for the last weeks of school once the seniors leave

School Sport – A fun day of sport is planned for the last day of school from period 4. This is designed to encourage students to have some fun on the last day and to encourage students to attend until the end of term. Many of our staff have gone above and beyond to attend sporting events and take teams to Maryborough District opportunities.

School 50th Year Celebrations – The 50th Celebration was a resounding success. Thank you to the P &C for your contribution to the event. Janeen gave an inspiring speech to the anniversary official ceremony on behalf of the parent group. The fete had a wonderful family feel to it and everyone said it was a much better concept to while it was a lot of work, it was well worth it.

Aldridge Album Launch – The Aldridge Album was launched on Monday night at the Brogla Theatre. Students in the music extension program were coached by music industry professionals Kelsey and Pat to write, record and produce a song for the Aldridge Album. This is the second year this program has run and has been highly successful.

General Business

Student Council was not involved in running of fete as in previous years. P & C not committed previously due to the lack of volunteers. P & C notified at late notice to take over organising of vendors and invoicing. No teachers available to run it this year. P & C and school both contributed financially running the event. The fete was also organised this year to coincide with the 50th School Reunion. Both events were a huge success. P & C will look at holding fetes in the future, but holding every second year.

Formal Committee received a donation of \$2,000 from the P & C and in previous years have received a significant lower amount. Adam advised he could donate \$500 back to the P & C to assist with the cost's towards the fete. Discussed that if \$500 was to be given back, the Formal Committee did not require the full amount requested. Amanda to discuss with Adam the return of the \$500.

Moved: Robyn Nicol Seconded: Jo Gaffel Carried

P & C looking at making a contribution towards the cost of the new condenser for the cold room/freezer in the canteen. Costs for school was \$9072.96. Will send an email to Cynthia if she has an idea of what she would like us to contribute. Robyn to action.

Bruce Saunders donation of \$250 was quite disappointing considering the support he gives to other school. Also disappointed he could not attend our 50th reunion on the Saturday which he original said he was able to attend. Received at late notice from Bruce Saunders office he was committed to attend another local event, which is held each year.

With phones being banned from schools in 2024 concerns on how students will pay at the canteen. Look at maybe students allowed to have phones near canteen once inside a designated area. Planning is underway how to implement the no phone policy in schools for 2024.

The Reflection Honour Board in the hall will need to be amended as some names on the board have been spelt incorrectly.

Equestrian Challenge dates booked for next year the 19th of June to the 21st of June 2024. Three day event.

Students who assisted on helping at the fete and 50th School Reunion to receive vouchers. 5 x \$7 vouchers and Noah to receive a \$20 voucher for all the extra work he did.

Moved: Amanda Wilcox Seconded: Tracie Rodgers Carried

Bonnie Carmichael vendor at the school fete did not end up attending and has asked for a refund.

Moved: Robyn Nicol Seconded: Janeen Greaves Carried

- AG Student Scholarship – Discuss next meeting
- Action taken on Rec Camp – Discuss next meeting
- Refrigerated water chillers – Discuss next meeting
- Display boards near toilets – Discuss next meeting
- Donation towards Equestrian end of year break up – Discuss next meeting

Date of next meeting

11th October 2023 4.30pm Conference Room

Close

6.55 pm

Motions from the meeting:

Motion that the minutes of the last meeting held be carried as printed – Carried

Motion to accept inwards and outwards correspondence – Carried

Motion to accept the P &C financial statements and accounts for payment to be ratified – Carried

Motion to accept Principals Report - Carried

Motion for P & C to coordinate vendors for fete and to invoice - Carried

Motion to obtain vendor Old Mcdonald's farm for fete - Carried

Motion for P &C to provide MT and lunch for 50th reunion - Carried

Motion to refund vendor Bonnie for fete - Carried

Motion for Robyn to be reimbursed for floats for fete night - Carried

Motion to discuss with Adam contribution back from formal costs to P &C – Carried

Motion to provide canteen vouchers to students who assisted at fete and 50th school reunion - Carried

Minutes endorsed

as True and Correct

President

Janeen Greaves