



2023 GENERAL MEETING - AGENDA

DETAILS

Tuesday 29 June 2023 5:30pm (IN PERSON & ONLINE)

Recorded by: Cassie Fraser

Agenda Item	Details	Minutes
Open and housekeeping	<p>Open meeting and acknowledgement of country.</p> <p><i>I'd like to acknowledge the traditional owners of the land which we walk, work, live and meet today. I pay my respects to Elders past, present, and emerging and extend those respects to any Aboriginal and Torres Strait Islander peoples with us here today.</i></p> <p>MS Teams attendees; Please keep your microphone on mute unless speaking to minimise background noise.</p> <p>Please raise your hand to let everybody know you would like to speak.</p> <p>In order to progress through the meeting in a timely manner please read through all internal and external reports provided before the start of the meeting.</p> <p>A five minute limit will also be placed on all topics on the agenda. At this time a motion will need to be put forward or the topic will be moved to the next meeting, when further information can be provided.</p>	<p>Meeting commences: 5:35pm</p> <p>Debbie Kelsey Pamela Alfio Lee Leanne Jess Cassie Steph</p> <p>Online: Troy Sheree Kim Nathan Krystal</p> <p>Apologies:</p>
Previous Meeting minutes acceptance	<p>1.1 Motion: that the minutes from the previous General Meeting on 25 July 2023 are a true and accurate record of the previous meeting.</p> <p>Minutes will be sent to Steph and Deb for review. Email confirmation from both.</p> <p>Can two people please nominate to receive the minutes of this 29/8/23 meeting and reply by email to confirm that they are a true and accurate record, ready for next meeting.</p>	<p>Motion 1.1 To be reviewed by Steph and Deb before the next meeting.</p> <p>Minutes from this meeting to be reviewed by: Steph and Deb</p>
Review of outstanding action items		
Business Reports		

Canteens	Steph will provide a report on the canteen. Report tabled at the meeting.	<p>Canteen</p> <ul style="list-style-type: none"> -Hot boxes haven't arrived yet, but Steph has gotten a free upgrade on items. -Price increase for the Canteens to be implemented over the holidays. -Primary school backlog of children picking up lunch orders in big groups or too early. Steph wants to say not to be picked up more than 10 minutes early. -Sheree asks if the price increases in the Primary school deviate from 50c and \$1 marks, and Steph confirms she would like to keep the price points at \$1 and 50c increments
Uniform shop	Steph will provide a report for the uniform shop. Report tabled at the meeting.	<p>Uniform</p> <ul style="list-style-type: none"> -Stock will arrive mid next term for the back to school stock -Photos have arrived back from Bel's photoshoot -Uniform shop has been typically quiet for term 3
Executive update		
Mail in / mail out		
Exec News		
Decisions made	Decision to purchase two new hot boxes for the secondary canteen	
Treasurer's report	Treasurer's report to be provided by Cassie/Jess. Attachment A has current bank balances as at 23/8/23	
Fundraising		
Previous event's report		
Upcoming events	<ul style="list-style-type: none"> o Father's Day Stall update o Primary disco update <ul style="list-style-type: none"> – additional questions for the school from the disco committee - Whether 7-9s can go ahead o Slime Spectacular <p>Motion to approve spending an amount of \$xxx to pay for an inflatable obstacle for the fun run.</p>	<p>Father's Day Stall-</p> <ul style="list-style-type: none"> - Profit sits at \$1550~ so far, with a pop-up stall to operate Wed 30th Sep in the high school canteen at lunchtime. <p>Disco:</p> <ul style="list-style-type: none"> - Dj is booked

	<p>Teacher appreciation day</p> <p>Question from Nathan about fund raising plan/schedule for the remainder of the year.</p>	<ul style="list-style-type: none"> - Plenty of volunteers for P-2 and 3-6 - Kim and Kelsey will liase about which staff can help at the Disco - Access to the hall- Lee will get back to us but around 1:40pm - Lee speaks about the new volunteer forms - First aid staff member organised. 2 volunteers still welcomed for first aid. - Ladder is a big workplace health and issue - <p>Slime Spectacular:</p> <ul style="list-style-type: none"> - Finishes 2nd break on October 18th - Focus on house colours and students to wear white shirts - Letter and booklets comes out this Thursday - We are looking for more obstacles to complement what we have. Ruling out inflatable obstacle, dunk tank, slip n slide <p>2.1 Motion Approval to spend up to \$1000 on obstacles/foam cannon to complement the slime run</p> <p>First Jess Second Sheree Carried/Lost Carried</p>
Donations	<p>Scouts recycling deposit of \$227.79 has been received for August.</p> <p>2.1 Motion to transfer a total amount of \$227.79 in two equal payments to the school to be used by the Sustainability Club and Student Council.</p>	<p>3.1 Motion: transfer a total amount of \$227.79 to the school in two equal payments to the school to be used by the Sustainability Club and Student Council.</p> <p>First Deb Second: Kelsey Carried/Lost Carried</p>
School updates		
Business Manager update	Lee Hobson	<ul style="list-style-type: none"> - Basketball court is coming along with a bonus \$3000 brand new type of flooring which should bring the temp down by 5-10 degrees Celsius

		<ul style="list-style-type: none"> - Cement painting will happen hopefully in the holidays - School is beginning to spend their donated funds in the secondary and will be followed up with primary staff - Sheree asks about the Master Plan. Lee lets us know they sat down today to talk about an additional building for ITD just today
Principals' reports		
Whole campus report	Debbie Hansen	<i>Refer to attached report</i>
Secondary school report	Kelsey Oakes Including Flexible Learning in Secondary for 2024.	<i>Refer to attached report</i>
Primary school report	Pamela Kondys	<i>Refer to attached report</i>
Westec / Compass / BYOD	Alfio Balsamo Including 2024 Mobile phone policy and procedures	<p>New policy come down from Qld department of education about students not using mobile phones at state high schools for the school day. They are waiting on the terminology used by the department to proceed with Woodcrest's policy.</p> <p>Alfio shows us a phone pouch system they plan to utilise from 2024.</p>
New memberships		
Applications for memberships	<p>Applications to be tabled, including renewals.</p> <p>4.1 Motion to approval all renewals and new applications.</p>	<p>4.1 Motion to approval all renewals and new applications.</p> <p>First: Kelsey Second: Deb Carried/Lost Carried</p>
New business		
Meeting close		
	<p>Next meeting dates</p> <ul style="list-style-type: none"> • Tuesday 17 October 2023 • Tuesday 21 November 2023 	Meeting close: 6:43pm

Balance Sheet

Woodcrest State College P&C Association
As at 23 August 2023

23 Aug 2023

Assets	
Bank	
Canteen Acct 8425	74,632.31
Canteen Petty Cash Account 8417	472.10
Fundraising Account 8409	2,947.88
OSHC Account 8388	70,700.41
OSHC Petty Cash Account 8396	2,576.70
P&C Main Account 8353	6,316.03
Uniform Shop 2611	91,945.96
Total Bank	249,591.39