



P&C General Meeting
MINUTES OF MEETING
6:00 pm Monday, 24 February 2025
Resource Centre

1. Meeting Open

Meeting Opened By Cameron Wearing at 6:07 pm

2. Attendance & Apologies

Attended

Alicia Trevena
Amanda Smyth
Becky Rowe
Cameron Wearing
Jacki Schott
John Gill
Karen Wilson
Kelli Messer
Kiah Lanham
Madonna Morton
Maryan Waddell
Megan Towner
Rolf Sterzl

Apologies

Adrian Sands
Amy Martin
Andrea Ree
Anne Fonternel
Beatrix Hueglin
Bernadette Dallas
Christine Percy
Donna Crawley
Irene McAleese
Jacqueline Parker
Jo Miller
Kim Born
Nathan Percy
Nicole Warner
P&C Bus Ops Manager FGSHS P&C
Suzanne Morris

Visitor - Steve Toomey

Signed by:
Cameron Wearing 21/12/2025
1733D266046CBBC8

Signed by:
Amanda Smyth 30/01/2026
C6717CEE1580610C

Attachments

[2025 P&C Membership Application & Renewal.pdf](#)

3. Confirmation of the minutes of the previous general meeting

Motions

250224-001 The minutes of the meeting held on 18 Nov 2024 were a true and accurate record.

Status: Carried **Mover:** Amanda Smyth **Second:** Jacki Schott

4. Business arising from the minutes of the previous general meeting

5. Correspondence - inward and outward

There was no outward correspondence

Attachments

[P&Cs Old Parent Talk Term 1 2025.pdf](#)

[PC request for support for Exchange trip 2025.docx](#)

Motions

250224-002 That inwards correspondence be accepted.

Status: Carried **Mover:** Amanda Smyth **Second:** Karen Wilson

6. Treasurer's report and financial statement

Attachments

[Payments Nov24.pdf](#)

[Payments Dec24.pdf](#)

[BusOps Bank Rec-January 2025.pdf](#)

[General Bank Rec-December 2024.pdf](#)

[FGSHS P&C Association - BankingReconciliationReport-January 2025.xlsx](#)

[FGSHS P&C Association - BankingReconciliationReport-December 2024.xlsx](#)

[Debit Card Bank Rec-December 2024.pdf](#)

[Debit Card Bank Rec-January 2025.pdf](#)

[QTC Cash Fund Bank Rec-December 2024.pdf](#)

[General Bank Rec-January 2025.pdf](#)

[QTC Deposit Bank Rec-January 2025.pdf](#)

[QTC Cash Fund Statement-January 2025.pdf](#)

[Feb25 - Treasurers Report \(003\).pdf](#)

Motions

250224-003 I move that Cheques & EFT payments drawn on the Business Operations and General Accounts for December 2024 and January 2025 as listed, be ratified and this report be accepted and included in the minutes of this meeting

Status: Carried **Mover:** Rolf Sterzl **Second:** Amanda Smyth

7. Table Executive Committee's decisions (if any)

\$250 for Karnival for additional decorations and food

Year 10 & 11 request endorsement of their trip to Germany in Term 4 of 2025

Motions

250224-004 Members endorse the German trip for year 10s & 11s in Term 4 of 2025

P& C endorse German trip term 4 2025

Status: Carried **Mover:** Amanda Smyth **Second:** Jacki Schott

250224-005 Members approve additional cost of \$250 for LPSG Carnival for decorations and food

Status: Carried **Mover:** Becky Rowe **Second:** Madonna Morton

8. Business arising from the correspondence

9. President's Report

Discussed:

The 2025 P&C budget for school requests that are not permitted to be funded via the Student Resource Scheme (SRS), eg Year 6 Orientation Day catering and the Youth Support Coordinator role. The budget for this year has been reassessed and has a few changes for 2025. To be approved at the next meeting.

The P&C are putting together a draft school submission describing the services supplied by the P&C funds.

Staffing updates:

Business Manager away sick in Term 1.

Canteen Coordinator elevated to Clerical Level 4 temporarily.

2 casuals temporarily employed, a book keeper for 15 hours a week and a support person for the subcommittees for 10 hours a week.

Motions

250224-006 That the President's report be accepted as presented

Status: Carried **Mover:** Amanda Smyth

10. Principal's Report

Principals Report attached.

AIP plan kept consistent in 2024 due to review.

Behaviour Bites - developed explicitly to teach the behaviour we expect to see at school.

Review in week 10 Term 1, when we will focus on for the next 4 years. Mon morning, the Regional Director and Exec Team will meet. Tue & Wed will be talking to teachers and the community to provide information to the review team. Questions will be along the lines of 'What would you change, what's working well, next steps to improve'? Members then had a chance to discuss their views with Kiah.

School calendar presented for P&C ratification of off campus activities

School Financials were circulated

New timetable reshuffle - this was due to lower numbers than expected of students enrolled at the school after the Day 8 numbers were confirmed. Some classes had to be collapsed and reshuffled.

Need to relook at the structure when the new CARF (curriculum, assessment and reporting framework) comes into

place.

Attachments

[Principal report term 1 week 5.pdf](#)

Motions

250224-007 That the Principal's report, AIP Plan, School Calendar and School Financials be accepted as tabled

Status: Carried **Mover:** Kiah Lanham **Second:** John Gill

11. Visitors

We welcomed Steve Toomey - The Gap Councillor.

Discussed:

Tramway road works coming up in the school holidays - road resurface due to flood damage. Digging up the foundations of the road to relay it properly, from the Police Station up to, just before the corner of Arbor Street.

The Child Care Centre, EDGE has made complaints about unsafe driving by school parents, using their driveway to do 3 point turns, parking and blocking the driveway etc., Kiah will send out something to parents with regard to this, and is thinking of asking police to have a presence.

FGSHS is on a Council Parking Watchlist, the Council has FGSHS and surrounding area under surveillance and will be issuing fines.

From Kiah - the school has been receiving parent requests for crossing guards. We currently have 2 that are only present for after school crossing between 2.45 and 3.30pm. This is funded by the school, unlike the junior schools.

The Tramway Museum are upgrading their car park with a leaf shape wall, this will cut access to the cricket fields for pedestrians temporarily.

12. Business Operations Report

Madonna: Report attached - The new hoody is now in production but, may not be ready for this winter.

Amanda thanked Madonna for her wonderful communication and organisational skills in very difficult circumstances, when the school uniforms could not be delivered on time and last minute fixes came into play.

Megan:

The new casual, Danny has settled in well.

The decision was made to close the Senior Cafe when the 10s left along with the Seniors at the end of Nov 24 and it worked well. Staff had to go to the Canteen to get their coffee, but, it was a good opportunity for them to see how much more was available daily from the canteen outlet.

The treat for Grade 7s was well received.

Flexischools is now also available in the cafe.

Staff welcome back morning tea was received well.

Megan has put together a proposal for the SPC kitchen to have it's own equipment to make it more functional for everyone using it. The new equipment has arrived.

Cameron Thanked Madonna, Megan and the rest of the Team for stepping up to help keep the organisation running in Jodi's absence.

Attachments

Motions

250224-008 That the Uniform & Stationery report be accepted as tabled and the Business Report be accepted as presented

Status: Carried **Mover:** Becky Rowe **Second:** Madonna Morton

13. Sub Committee reports and financial statements

13.1 Ag Support Group (ASG)

13.2 Languages Parent Support Group (LPSG) - Election of Officers:

2024 LPSG Chairperson Georg Lippold
2024 LPSG Vice Chairperson Theres Schulze
2024 LPSG Treasurer Joana Kelly
2024 LPSG Secretary: Peta Kimball

13.3 Music Support Group (MSG)

13.4 Parent Sport Support Group (PSSG)

The motion to confirm the quorum of 4 for subcommittee meetings has been delayed until we can confirm if one of the execs have to be either the president or the treasurer.

Attachments

[ASG Committee_General Meeting_17022025.docx](#)

[2024-02-06 Minutes - 2024 LPSG Election of Office Bearers Meeting.pdf](#)

[2024-10-24 Minutes - LPSG General Meeting.pdf](#)

[LPSG Financial Statement Jan-Dec24.pdf](#)

[2025 MSG Budget.pdf](#)

[2025 LPSG Budget.pdf](#)

Motions

250224-009 That ASG & LPSG reports be accepted as tabled

Carried over to next meeting when reports have been circulated

Status: Unresolved **Mover:** Amanda Smyth

250224-010 That all 2024 subcommittee funds be carried over to 2025

Status: Carried **Mover:** Becky Rowe **Second:** Kelli Messer

250224-011 That P&C Members endorse the elected officers for the LSPG 2025

Status: Carried **Mover:** Becky Rowe **Second:** Madonna Morton

250224-012 P&C ratify ASG, LPSG, PSSG & MSG Sub-Committee quorums for 2025, being 4 members of the

P&C Association must be present (at least 2 Sub-Committee Executives) to enable formal sub-committee meetings to proceed

Held over to next meeting awaiting confirmation that one of the exec has to be the Chairperson or the treasurer.

Status: Unresolved **Mover:** Amanda Smyth

14. Other reports

14.1 Grants

14.2 P&Cs Queensland

14.3 Chaplaincy

15. General Business

16. Applications for membership

17. Next Meetings

17.1 P & C Meeting - General Meeting and AGM Mon 28 April 2024 6pm and 7pm

17.2 ASG Meeting

17.3 MSG Meeting

17.4 LPSG Meeting

17.5 PSSG Meeting

18. Agenda Item

19. Meeting Close

Meeting closed at 7:30 pm

Next Meeting

P&C General Meeting

6:00 pm, Monday, 24 March 2025

Resource Centre

Motions Summary

| # | Title | Mover | Seconder | Status |
|------------|--|--------------|----------------|------------|
| 250224-001 | The minutes of the meeting held on 18 Nov 2024 were a true and accurate record. | Amanda Smyth | Jacki Schott | Carried |
| 250224-002 | That inwards correspondence be accepted. | Amanda Smyth | Karen Wilson | Carried |
| 250224-003 | I move that Cheques & EFT payments drawn on the Business Operations and General Accounts for December 2024 and January 2025 as listed, be ratified and this report be accepted and included in the minutes of this meeting | Rolf Sterzl | Amanda Smyth | Carried |
| 250224-004 | Members endorse the German trip for year 10s & 11s in Term 4 of 2025 | Amanda Smyth | Jacki Schott | Carried |
| 250224-005 | Members approve additional cost of \$250 for LPSG Karnival for decorations and food | Becky Rowe | Madonna Morton | Carried |
| 250224-006 | That the President's report be accepted as presented | Amanda Smyth | | Carried |
| 250224-007 | That the Principal's report, AIP Plan, School Calendar and School Financials be accepted as tabled | Kiah Lanham | John Gill | Carried |
| 250224-008 | That the Uniform & Stationery report be accepted as tabled and the Business Report be accepted as presented | Becky Rowe | Madonna Morton | Carried |
| 250224-009 | That ASG & LPSG reports be accepted as tabled | Amanda Smyth | | Unresolved |

| | | | | |
|------------|--|--------------|----------------|------------|
| 250224-010 | That all 2024 subcommittee funds be carried over to 2025 | Becky Rowe | Kelli Messer | Carried |
| 250224-011 | That P&C Members endorse the elected officers for the LSPG 2025 | Becky Rowe | Madonna Morton | Carried |
| 250224-012 | P&C ratify ASG, LPSG, PSSG & MSG Sub-Committee quorums for 2025, being 4 members of the P&C Association must be present (at least 2 Sub-Committee Executives) to enable formal sub-committee meetings to proceed | Amanda Smyth | | Unresolved |