



P&C General Meeting
MINUTES OF MEETING
6:00 PM Monday, 27 May 2024
Resource Centre

1. Meeting Open

Meeting Opened By Cameron Wearing at 6:01 PM

2. Attendance & Apologies

Attended

Cameron Wearing
Irene McAleese
Jo Miller
Jodi P&C Bus Ops Manager
John Gill
Kiah Lanham
Kim Born
Maryan Waddell
Melissa Rowse
Rolf Sterzl
Trevor Dann

Apologies

Adrian Sands
Amy Martin
Andrea Ree
Anne Fonternel
Beatrix Hueglin
Becky Rowe
Bernadette Dallas
Carl Smith
Carla Ward
Cassandra Gow
Christine Percy
Jacqueline Van Alphen
Joana Kelly
Jonathan Vaughan
Mari Low
Marie Wittenhagen
Marie Lyster
Megan Towner
Nicole Warner
Sarah Campling
Sheree Rye
Sue Goldburg
Suzanne Morris
Theres Schulze
Tracey Wilson
Tracie Williams
Vanessa Baird

Other Attendees - Clare Fewtrell, Thomas Harbeck, Kirsty Williams, Karen Wood & Ian Marshall

3. Confirmation of the minutes of the previous general meeting

Motions

240527-001 The minutes of the meeting held on 25 Mar 2024 were a true and accurate record.

Status: Carried **Mover:** Rolf Sterzl **Second:** Trevor Dann

[Attachments](#)

[2024-03-25 Minutes - P&C General Meeting](#)

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

Nil

5. Correspondence - inward and outward

[Attachments](#)

[Inwards Correspondence Mar April May24.pdf](#)

[Outwards Correspondence Mar April May24.pdf](#)

[Motions](#)

240527-002 That the inwards correspondence be accepted & the outwards be adopted

Status: Carried **Mover:** Rolf Sterzl **Second:** Trevor Dann

6. Business arising from the correspondence

Nil

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

7.1 Approval for C Dawson to move from casual employment to PPT @ 15th April 2024

7.2 Approval for CAN 2024 budget variation for \$275.00 for Food Safety Supervisor's course for Retail Canteen Manager, M Towner. Professional Development Budget set at \$150.00 - additional expense of \$125.00

7.3 Approval for UNI 2024 budget variation for additional equipment (Ipad \$500 & Scanner \$200) for Uniform store for Flexischools ROVR installation (use of Student ID cards for purchases of uniforms & stationery)

[Motions](#)

240527-003 Approval for C Dawson's employment to be changed from casual to PPT @ 15/4/24

Status: Carried **Mover:** Rolf Sterzl **Second:** John Gill

240527-004 Approval for variation of \$125.00 to CAN 2024 budget for PD for M Towner

Status: Carried **Mover:** Rolf Sterzl **Second:** John Gill

240527-005 Approval for variation of \$700.00 to UNI 2024 budget for purchase of equipment items for Flexischools ROVR system

Status: Carried **Mover:** Rolf Sterzl **Second:** John Gill

8. Treasurer's report and financial statement

[Attachments](#)

[Payments Mar24.pdf](#)

[Payments April24.pdf](#)

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Motions

240527-006 That the cheques & EFT payments drawn on the Business Operations & General Accounts for March & April 2024 as listed be ratified

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Melissa Rowse

240527-007 That the amount of \$16,356.00 be donated towards the 2024 FGSHS Chaplaincy program

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Melissa Rowse

240527-008 Approval to transfer \$116k from the P&C Bus Ops account to the QTC Deposit account to enhance funds for future P&C projects

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Melissa Rowse

240527-009 That the Treasurer's report is accepted & included in the minutes of this meeting.

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Melissa Rowse

9. President's Report

We continue to be focused on ways we can help reduce cost of living pressure on families. To that end we've consulted with the Auditor about how our Uniform and Stationery stores could provide a layby function. We've also consulted with other schools that provide laybys and happy to present tonight a draft layby policy for consideration by the members.

Suggestion was to commence firstly with uniforms.

Attachments

[DRAFT Layby Policy.pdf](#)

Motions

240527-010 That the President's report be accepted as presented

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Trevor Dann

240527-011 Approval for FGSHS P&C Layby policy as presented be accepted.

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Trevor Dann

10. Principal's Report

Ian Marshall, Head of Department – Culture & Engagement presented FGSHS Behaviour Expectations

2024 Graduation gift quote discussed, P&C Member looking into quote - will contact School's Marketing Officer

If members have any areas of interest that could be a future P&C Principal topic, please email pandc@fernygroveshs.eq.edu.au

Attachments

[P&C Meeting 27 May.pdf](#)

[FGSHS Expectations Matrix 2024.pdf](#)

[QUOTATION - 1303764.pdf](#)

[Principal Report week 7 term 2.pdf](#)

Motions

240527-012 That the Principal's report be accepted as tabled with the current quote for 2024 Yr 12 Graduation gift approved.

Status: Carried **Mover:** Kiah Lanham **Seconder:** Rolf Sterzl

11. Visitors

12. Business Operations Report

Attachments

[Business Ops Report May24 Meeting.pdf](#)

Motions

240527-013 That the P&C approve the continuation of the direct debit for the annual CAN IMPOS Software & support - cost for 2024 is \$2,100.00 ext gst

Status: Carried **Mover:** Jodi P&C Bus Ops Manager **Seconder:** Rolf Sterzl

240527-014 That the Business Operations report be accepted as tabled

Status: Carried **Mover:** Jodi P&C Bus Ops Manager **Seconder:** Rolf Sterzl

13. Sub Committee reports and financial statements

13.1 Ag Support Group (ASG) - see report attached

13.2 Languages Parent Support Group (LPSG)

13.3 Music Support Group (MSG) - see report attached

13.4 Parent Sport Support Group (PSSG)

Attachments

[MSG Sub-Committee Report May24.pdf](#)

[ASG Sub-Committee Report May24.pdf](#)

Motions

240527-015 That the ASG & MSG sub-committee reports be accepted as tabled

Status: Carried **Mover:** Rolf Sterzl **Seconder:** Kim Born

14. Other reports

14.1 Grants - Successful in 2023-24 Volunteers Grant - \$3,944, application for Gambling Grant for acoustic treatment of Auditorium completed

14.2 P&Cs Qld

14.3 Chaplaincy - Kirsty Williams, FGSHS Chappy & 2nd Chappy now commenced to provide 5 day service - Tom introduced himself - Chappy week coming up which includes the staff appreciation day & the Yr 12 versus teachers

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Touch Football game which has been happening for the last 15 years, Chapliancy Fundraising dinner 6th June 7-9pm at Arana Hilld Leagues Club- \$7k goal - combined with FGSS & FGSHS - thanks for P&C & community support. Chappies will be attending the 2024 Year 7 Camp,

15. General Business

15.1 P&C Secretary & Grants Officer - general discussion on positions - continue to advertise

16. Applications for membership

Accept new members - Clare Fewtrell, Simon Hamlet, Peta Lonergan & Kirsty Williams

Motions

240527-016 That the P&C accepts the 2024 membership forms for the names listed above.

Status: Carried **Mover:** Rolf Sterzl **Second:** John Gill

17. Next Meetings

17.1 P&C Meeting - Monday 22nd July 2024 @ 6.00pm - looking to be held online

17.2 ASG Meeting - Monday 10th June 2024 @ 6.00pm

17.3 LPSG Meeting - Thursday 25th July 2024 @ 5.00pm

17.4 MSG Meeting - Wednesday 24th July 2024 @ 6.30pm

17.5 PSSG Meeting - Tuesday 16th July 2024 @ 6.00pm

18. Meeting Close

Meeting closed at 7:09 PM

Next Meeting

P&C General Meeting

6:00 PM, Monday, 22 July 2024

Teams - Online

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17/8/24

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21/8/24

Motions Summary

#	Title	Mover	Second	Status
240527-001	The minutes of the meeting held on 25 Mar 2024 were a true and accurate record.	Rolf Sterzl	Trevor Dann	Carried
240527-002	That the inwards correspondence be accepted & the outwards be adopted	Rolf Sterzl	Trevor Dann	Carried
240527-003	Approval for C Dawson's employment to be changed from casual to PPT @ 15/4/24	Rolf Sterzl	John Gill	Carried
240527-004	Approval for variation of \$125.00 to CAN 2024 budget for PD for M Towner	Rolf Sterzl	John Gill	Carried
240527-005	Approval for variation of \$700.00 to UNI 2024 budget for purchase of equipment items for Flexischools ROVR system	Rolf Sterzl	John Gill	Carried
240527-006	That the cheques & EFT payments drawn on the Business Operations & General Accounts for March & April 2024 as listed be ratified	Rolf Sterzl	Melissa Rowse	Carried
240527-007	That the amount of \$16,356.00 be donated towards the 2024 FGSHS Chapliancy program	Rolf Sterzl	Melissa Rowse	Carried

#	Title	Mover	Seconder	Status
240527-008	Approval to transfer \$116k from the P&C Bus Ops account to the QTC Deposit account to enhance funds for future P&C projects	Rolf Sterzl	Melissa Rowse	Carried
240527-009	That the Treasurer's report is accepted & included in the minutes of this meeting.	Rolf Sterzl	Melissa Rowse	Carried
240527-010	That the President's report be accepted as presented	Rolf Sterzl	Trevor Dann	Carried
240527-011	Approval for FGSHS P&C Layby policy as presented be accepted.	Rolf Sterzl	Trevor Dann	Carried
240527-012	That the Principal's report be accepted as tabled with the current quote for 2024 Yr 12 Graduation gift approved.	Kiah Lanham	Rolf Sterzl	Carried
240527-013	That the P&C approve the continuation of the direct debit for the annual CAN IMPOS Software & support - cost for 2024 is \$2,100.00 ext gst	Jodi P&C Bus Ops Manager	Rolf Sterzl	Carried
240527-014	That the Business Operations report be accepted as tabled	Jodi P&C Bus Ops Manager	Rolf Sterzl	Carried
240527-015	That the ASG & MSG sub-committee reports be accepted as tabled	Rolf Sterzl	Kim Born	Carried
240527-016	That the P&C accepts the 2024 membership forms for the names listed above.	Rolf Sterzl	John Gill	Carried