



PSSG General Meeting
MINUTES OF MEETING
6:00 PM Tuesday, 19 March 2024
HPE Staffroom

KEITH SHAW
[Signature]

1. Meeting Open

Meeting Opened By Nathan Percy at 6:01 PM

2. Attendance & Apologies

Attended

Anita Filippini

Keith Shaw

Mari Low

Nathan Percy

Nicole Crouch

Apologies

Jodi P&C Bus Ops Manager

Madonna Morton

Monica Melgar

Sophie Maple

Tracey Wilson

Vanessa Baird

Other Attendees - Abbey Medland

Attachments

[2024 P&C Membership Application Renewal.pdf](#)

3. Confirmation of the minutes of the previous general meeting

Motions

240319-001 The minutes of the meeting held on 27 Nov 2023 were a true and accurate record.

Status: Carried **Mover:** Nicole Crouch **Seconder:** Keith Shaw

Attachments

[2023-11-27 Minutes - PSSG General Meeting](#)

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

Action Items

220315-003 Plan for getting professional/coaching/player development assistance program into the school.

HPE Department to provide priorities for coaching and how support from the PSSG can be utilised.

PSSG has agreed to provide a \$3,000 donation to support coaching resources at the school.

Neil to confirm arrangements with School Business Manager.

[Signature]

14/02/23 Update to action item 220315-003: Neil confirmed he needs to follow up with school business manager regarding donation from PSSG to fund professional coaching services for Ferny Grove sports teams.

17/8/23 Update to action item 220315-003: Stuart will review with BM and Neil to see where things stand. HPE Dept is looking to source resources through other providers. Need to consider other budgets available - FAST, etc. Also consider rules/regulations regarding the use of donation funds vs grant funds. Funds are allocated from previous years budget. Allocated to Sturat Spratt - not a current 2023 P&C member

30/10/23 - ongoing discussion between school leadership & PE staff. Looking to have two qualified league coaches in 2024.

Also looking to build on relationship with West Arana.

Improving the gym space is a priority. The current space does not accommodate the number of students required. Low ceiling height also an issue.

19.3.24 - Discuss at next meeting with new exec in place.

Not much can be done regarding the gym space.

School looking at location options.

Potentially out the back of the SPC. Logistics are being discussed.

Due Date: 20/11/2023 **Assigned To:** Nathan Percy

5. Correspondence - inward and outward

Email from PE dept re opportunity to run BBQ at FAST relaunch event

Email from Canteen Manager re funding for Cross Country iceblocks

Email from PE Dept re catering for FAST Jersey presentation event

Email re Rebel Giveback update

Attachments

[FAST Relaunch BBQ email.pdf](#)

[Cross Country iceblocks email.pdf](#)

[FAST Jersey Presentation catering email.pdf](#)

[Rebel Giveback update email.pdf](#)

6. Business arising from the correspondence

Need to look at what would replace the Rebel Giveback prizes

There are a few bits and pieces left but nothing for raffle prizes.

7. Treasurer's report and financial statement

PSSG EOM balance @ 29/02/24 was \$15,074.51 plus \$250 float = **\$15,324.51**

Record in minutes that approval was given for the 2024 FAST Jersey Presentation catering for an amount up to \$650.00 - approval by P&C Executives & ratified at P&C meeting 26/2/24

Record in minutes approval for ice blocks to be provided for the 2024 Cross Country event 15/3/24 up to amount of \$550.00 - approved by P&C Executives & will be ratified at P&C meeting 25/3/24

Athletes Foot Rewards update - Back to school period from Oct23 - Feb24 - \$280.00 - reward vouchers to be provided will be 1 x \$100, 2 x \$50 & 4 x \$20

Notes - Sports Award profits were down. Likely tied to being midweek rather than a Friday night (will be the same in 2024) and no pre-sale of raffle tickets.

PSSG would like to request the Square reports to see the breakdown of sales.

Group agreed that discussions re use of available funds should be held off for the next meeting with new exec in place.

It was also agreed that the allocation of funds should be focused on use in the current year rather than long term.

Attachments

[PSSG Treasurer Report Nov23.pdf](#)

[PSSG Treasurer Report Dec23.pdf](#)

[PSSG Treasurer Report Jan24.pdf](#)

[PSSG Treasurer Report Feb24.pdf](#)

Motions

240319-002 Accept financial reports as presented for November 2023, December 2023, January 2024 & February 2024.

Status: Carried **Mover:** Keith Shaw **Seconder:** Nathan Percy

Action Items

240319-001 Request Square reports from Sports Awards to see breakdown of sales - raffle, bar, etc.

Due Date: 30/04/2024 **Assigned To:** Jodi P&C Bus Ops Manager

8. Sports Department report

Abbey staying in the role for Term 2. Likely for the year.

FAST Launch went well. 50 registered. 40 attended. From 2025 the program will focus on league & touch. Touch offers opportunities to students who may not make the top 17 for the league team.

Training at school will be league based. The first year will be focused on increasing interest. Most attendance was from the three feeder schools. The long-term plan will be to have a boys class & a girls class.

There is a focus on lifting the profile of rugby league across the school.

Dolphins are supporting Friday Night Lights.

Districts will be changing next year. Marist will move into our district.

Last modified: 9/05/2024 4:28 PM



Abbey to discuss with Grace any support that PSSG can give going forward. School planning meetings are coming up where this can be discussed.

9. General Business

2024 planning - hold over for next meeting. Revisit the strategic plan.

2024 Budget Notes -

- * look to use the canteen to cater events when possible.
- * add Cross Country iceblocks & FAST Jersey Presentation catering to the budget
- * raffle figures last year included budgeting for a stand alone raffle - PSSG committee was unable to commit to this.
- * PSSG Support of School based events is the Colour Run.
- * FAST Awards to be noted as catering not BBQ. Income \$200, Expenditure \$1750.
- * Remove allocation for Concept Design & Sundry
- * Increase cash donation to \$250
- * Amend non cash donations - remove reference to Rebel Sport, adjust figure to \$300

Planning for 2025 - future discussions

- * can we run a raffle at Friday Night Lights?
- * Smaller raffle options - using new partnerships, students selling tickets

Motions

240319-003 Motion to accept the 2024 PSSG budget as discussed and noted in minutes

Status: Carried **Mover:** Keith Shaw **Seconder:** Nathan Percy

Action Items

240319-002 Discuss with Megan option of catering all FAST events through canteen this year.

Due Date: 30/04/2024 **Assigned To:** Nathan Percy

240319-003 Complete budget documentation and forward to group & Bus Ops.

Due Date: 24/03/2024 **Assigned To:** Keith Shaw

10. Applications for membership

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2024 P&C Membership forms to be completed for acceptance at the P&C AGM - Monday 25th March 2024

Need to look to promote the committee for new members in 2024. Hoping that post reviewing strategic plan, it can be used to promote group.

11. Meeting Close

Noted that all meeting for 2024 are to be moved to a Tuesday night - to accommodate availability of current PSSG members. Only exception to this will be Monday 4th November.

Meeting dates: 14th May, 16th July, 20th August, 15th October, 4th November.

Meeting closed at 7:05 PM

[Next Meeting](#)

PSSG General Meeting

6:00 PM, Tuesday, 14 May 2024

HPE Staffroom

Actions Summary

| # | Title | Assigned To | Due Date | Completed |
|------------|---|--------------------------|------------|-----------|
| 220315-003 | Plan for getting professional/coaching/player development assistance program into the school. | Nathan Percy | 20/11/2023 | |
| 240319-001 | Request Square reports from Sports Awards to see breakdown of sales - raffle, bar, etc. | Jodi P&C Bus Ops Manager | 30/04/2024 | |
| 240319-002 | Discuss with Megan option of catering all FAST events through canteen this year. | Nathan Percy | 30/04/2024 | |
| 240319-003 | Complete budget documentation and forward to group & Bus Ops. | Keith Shaw | 24/03/2024 | |

Motions Summary

| # | Title | Mover | Seconder | Status |
|------------|---|---------------|--------------|---------|
| 240319-001 | The minutes of the meeting held on 27 Nov 2023 were a true and accurate record. | Nicole Crouch | Keith Shaw | Carried |
| 240319-002 | Accept financial reports as presented for November 2023, December 2023, January 2024 & February 2024. | Keith Shaw | Nathan Percy | Carried |
| 240319-003 | Motion to accept the 2024 PSSG budget as discussed and noted in minutes | Keith Shaw | Nathan Percy | Carried |

