



P&C General Meeting  
MINUTES OF MEETING  
6:00 PM Monday, 4 December 2023  
Resource Centre

1. Meeting Open

Meeting Opened By Cameron Wearing at 6:02 PM

2. Attendance & Apologies

**Attended**

Amanda Smyth  
Becky Rowe  
Cameron Wearing  
Carl Smith  
Erin Sasso  
Jacki Schott  
Jo Miller  
Karen Wilson  
Kim Born  
Melissa Rowse  
Toni McCallum  
Vanessa Baird

**Apologies**

Adrian Sands  
Amy Martin  
Andrea Ree  
Anne Fonternel  
Ben Smith  
Carly Dann  
Cassandra Gow  
Corey Gieskens  
Deborah Joyce  
Georg Lippold  
Jodi Birch  
Kelli Messer  
Kerrie Jocumsen  
Luke Ferdinands  
Nathan Percy  
Nichole Dwyer  
Nicole Crouch  
Patrick Sheehan  
Rachel Redpath  
Rolf Sterzl  
Sue Goldberg  
Theres Schulze  
Tracey Wilson  
Trevor Dann

*Becky M 26 Feb 24*

Apologies: Kiah Lanham - Sick, sends her Principal's Report to be included with the minutes

Visitor: Jaki Rowbottom

**Attachments**

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

### 3. Confirmation of the minutes of the previous general meeting

15.1 Accept Special Meeting minutes held 24/7/23 to appoint 2023 ASG & PSSG Sub-Committee Executives - see attached

#### Attachments

[2023-07-24 Minutes - P&C Special Meeting.pdf](#)

[2023-10-23 Minutes - P&C General Meeting \(4\).pdf](#)

#### Motions

231204-001 That the special minutes as presented be accepted as an accurate account of the meeting held on Mon 24 July 2023

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

231204-002 The minutes of the meeting held on 23 Oct 2023 were a true and accurate record.

**Status:** Carried    **Mover:** Karen Wilson    **Seconder:** Melissa Rowse

#### Attachments

[2023-10-23 Minutes - P&C General Meeting](#)

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

4.1 P&C Project Survey

4.2 FGSHS P&C Honorary Life Membership Draft Policy

4.3 Brownies and Flat Jacks handed around to members homemade by P&C Canteen staff

#### Attachments

[How to Guide to Honorary Life Membership V2 02\\_2022.pdf](#)

[DRAFT - FGSHS P&C Honorary Life Membership Policy.pdf](#)

#### Motions

231204-003 That the P&C endorse the attached draft FGSHS P&C Honorary Life Membership Policy

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

### 5. Correspondence - inward and outward

#### Attachments

[Inwards Correspondence Oct Nov Dec23.pdf](#)

[Outwards Correspondence Oct Nov Dec23.pdf](#)

#### Motions

231204-004 That inwards correspondence be accepted and outwards correspondence adopted.

**Status:** Carried    **Mover:** Amanda Smyth    **Second:** Erin Sasso

## 6. Business arising from the correspondence

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

## 8. Treasurer's report and financial statement

Proposed P&C School Contribution discussion for 2024. Amanda explained what was spent in 2023 and what the school would like for 2024.

### Attachments

[Payments Oct23.pdf](#)

[Dec23 - Treasurers Report.pdf](#)

### Motions

231204-005 That the cheques & EFT payments drawn on the Business Operations and General Accounts for October 2023 as listed, be ratified and this report be accepted and included in the minutes of this meeting

**Status:** Carried    **Mover:** Vanessa Baird    **Second:** Jacki Schott

231204-006 That a motion for P&C catering for 2024 SFD be approved in the amount of \$1,000

**Status:** Carried    **Mover:** Vanessa Baird    **Second:** Karen Wilson

## 9. President's Report

We made it to the end of the year....., special thanks goes to our dedicated staff for their endless contribution, I propose that we provide a \$50 gift voucher in recognition of all their efforts and hard work during 2023. It has been really appreciated. We remain focused on the cost of living pressure on families and in addition to freezing uniform prices next year, we are investigating a payment plan option to ease the financial burden. Other schools have these in place and we would also like to provide this opportunity to our school community.

Thank you to everyone here, sub-committee members and all members of the P&C for all your contributions during 2023.

### Motions

231204-007 That the President's report be accepted as presented

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

231204-008 That P&C approve a \$50 voucher for Coles/Myer for 12 staff to the value of \$600 as a thank you

**Status:** Carried    **Mover:** Vanessa Baird    **Second:** Erin Sasso

## 10. Principal's Report

SRS Proposal for 2024:

This year with careful planning and management, the school has again managed to reduce the SRS costs for parents. The school has streamlined and sourced resources as effectively as possible to ensure both excellent curriculum support as well as value for money for the participants. In 2024, the general SRS fee will be \$300, a drop of \$20 from the 2023 cost.

The other specialist SRS/levy costs have been maintained at the 2023 values, however were carefully scrutinised to ensure they were as cost effective as possible.

#### Attachments

[Parent and Community Engagement Code of Conduct.pdf](#)

[Principal Report week 10 term 4 Dec 2024 \(002\).pdf](#)

#### Motions

231204-009 That P&C endorse the 2024 Student Resource Scheme/Levy broken down as SRS \$300, BYOD \$75, FAST 7-9 \$200, FAST Yr10 \$300, LEAF \$100, Ins Music \$180, Ins Music Percussion \$60, Ins Music hire \$100 and Ins Music Choir \$30

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

231204-010 That the Principal's report and the school financials report be accepted as tabled

**Status:** Carried    **Mover:** Amanda Smyth    **Seconder:** Vanessa Baird

231204-011 That the Parent and Community Code of Conduct be endorsed

**Status:** Carried    **Mover:** Amanda Smyth    **Seconder:** Vanessa Baird

### 11. Visitors

### 12. Business Operations Report

#### Attachments

[Business Ops Report Dec23 Meeting.pdf](#)

#### Motions

231204-012 That the Business Operations report be accepted as tabled

**Status:** Carried    **Mover:** Amanda Smyth    **Seconder:** Kim Born

### 13. Sub Committee reports and financial statements

13.1 Ag Support Group (ASG) - Carl Smith gave a verbal report of discussions going on in the ASG - compost bins are being provided by Bunnings. Requested the council to provide composting bin. A composting tutorial is available for students that also comes with a video. ASG will work with Manual Arts to build bee hives in 2024. Will ask tree loppers to donate native bees rescued from trees they cut down. Letter to be approved by the Principal requesting Mark Furner Agricultural Minister to give a donation to purchase water pumps, solar or mains electricity, guttering, dog proof fencing to protect sheep and plant nursery protection from scrub turkeys as FGSHS has the largest Ag Program in QLD. Also discussed were the changing careers in agriculture for men and women in the future.

13.2 Languages Parent Support Group (LPSG) - no report provided

13.3 Music Support Group (MSG) - report attached

13.4 Parent Sport Support Group (PSSG) - no report provided

#### Attachments

[MSG Report for P&C Meeting 041223.pdf](#)

## Motions

231204-013 That the MSG subcommittee report be accepted as tabled

**Status:** Carried    **Mover:** Vanessa Baird    **Second:** Amanda Smyth

231204-014 That up to \$1k be used to pay for data input into Optimo (music library equipment & instruments)

**Status:** Carried    **Mover:** Amanda Smyth    **Second:** Becky Rowe

231204-015 That all remaining MSG funds held @ Dec23 be carried over to next year for projects being looked at – more Optimo data entry, acoustic treatment of space, soundproofing, instrument storeroom renovation

**Status:** Carried    **Mover:** Vanessa Baird    **Second:** Erin Sasso

231204-016 That all remaining sub-committee funds held @ Dec23 be carried over to 2024

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

## 14. Other reports

14.1 Grants - Elizabeth Watson Brown has donated \$3900 for Volunteers Grant, requested items included sandwich presses, air fryers etc. Steve Toomey has promised a \$750 grant for pies warmers.

14.2 P&Cs Queensland

14.3 Chaplaincy - Kirsty finishing her first full year. 2023 highlights included - The Chappy Cup, morning tea for staff, fundraising dinner, Chappy breakfasts with games twice a term, hamper donations for families at the school providing emergency hampers, 40 students at Smash camp, triple SSS events HEAD Space, one on one pastoral care.

Update Kirsty will be working 3 days a week in 2024 reduced from 5.

## 15. General Business

If the P&C were looking at raising funds from recycling opportunities - Containers for Change now manage everything for sites such as schools- special containers are available from the council, they deliver and collect them.

Good news story - 2 years ago, the P&C funded a project for the community to create 13 curlews. A new young student recognised the curlew she had made when she was 10 at her Year 7 induction day 2023.

## 16. Applications for membership

2024 P&C Applications can now be completed & provided to the P&C Secretary

## 17. Next Meetings

17.1 P & C Meeting - Monday 26th February 2024 @ 6.00pm - GM

17.2 ASG Meeting - Monday 5th February 2024 @ 6.00pm - GM & Election of Office Bearers Meeting

17.3 MSG Meeting - Wednesday 21st February 2024 @ 6.30pm - GM & Election of Office Bearers Meeting

17.4 LPSG Meeting - Tuesday 6th February 2024 @ 5.00pm - GM & Election of Office Bearers Meeting

17.5 PSSG Meeting - Monday 5th February 2024 @ 6.00pm - GM & Election of Office Bearers Meeting

## 18. Meeting Close

Meeting closed at 7:46 PM

Next Meeting

**P&C General Meeting**

6:00 PM, Monday, 26 February 2024

Resource Centre

*Benueche 26 Feb 24*  
*26/2/24*  


Motions Summary

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231204-004	That inwards correspondence be accepted and outwards correspondence adopted.	Amanda Smyth	Erin Sasso	Carried
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231204-011	That the Parent and Community Code of Conduct be endorsed	Amanda Smyth	Vanessa Baird	Carried
231204-012	That the Business Operations report be accepted as tabled	Amanda Smyth	Kim Born	Carried
231204-013	That the MSG subcommittee report be accepted as tabled	Vanessa Baird	Amanda Smyth	Carried
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