

NORTH ROCKHAMPTON STATE HIGH SCHOOL
PARENTS AND CITIZENS ASSOCIATION



General Meeting held 24th October 2016 at 5.30pm in the Admin Block.

Meeting was called to order by Andrea Maxwell (President) at 5.34pm.

GENERAL MEETING

ATTENDANCE: Nine people were in attendance and there were three apologies.

Attendance:

Kim Applewaite
Michele Coker
Ken Coker
Sharon Nunn
Janet Young
Nicki Kennedy
Andrea Maxwell
Michael Neaton
Geoff Higgins

APOLOGIES:

Sandi Brown
Norma Van Sendon
Leisa Neaton

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting held on the 22/8/16 were circulated.

Motion: Moved Nicki, seconded Michael that the minutes be accepted as read. Carried.

BUSINESS ARISING FROM MINUTES

- a) Council are four weeks ahead of schedule on drainage works
- b) Washing Machine is still working OK
- c) Letter is being sent to Mr Fisher re the release of funds
- d) Survey is moved to general business

CORRESPONDENCE

Inwards:

As per attached

- Discussion in relation to the receipt of CMS Financial Agreement which is to be signed by President.
- All in favour of the continuation of the Agreement with CMS.
- Letter from ATO

Outwards: .

Nil

TREASURER'S REPORT

The P & C has recorded a profit of \$2974.85 to 30 September 2016 as per the attached P & L Statement form CMS. The Tuckshop and Uniform shop recorded profits for the year to date to 30 September 2016 of \$10386.46 and \$10583.41 respectively.

Our Bank Balance as at 30 September 2016 was	\$82 310.11
Money held in Trust with CM Solutions as at 30 September 2016 was	\$27 918.55
Total Cash at Bank position as at 30 September 2016 was	\$110 228.66

Major Income for the months of September 2016:

❖ Tuckshop	\$18 436.78
❖ Uniform Shop	\$815.00
❖ Catering	\$2573.95

Major Expense for the Months of September 2016:

❖ Tuckshop Purchases	\$9432.58
❖ Uniform Shop Purchases	\$Nil
❖ Tuckshop Wages and Super	\$11 580.98
❖ Uniform Wages	\$959.16

The P & C will be reviewing the Cash flow heading into 2017 as well as Uniform Purchase at the next Executive Meeting.

Motion: Moved Michelle, seconded Michael that the financial report be accepted as tabled. Carried.

Executive Decisions

Nil

Requests for Support

Cooper England – CQ Cricket. Approved \$250

REPORTS

Principal's Report

See attached.

Tuckshop Report

See attached

- a) Kim has asked that the Executive consider the Casual/Part-time Position – this will be discussed at the Executive Meeting
- b) Kim asked for approval for the following opening times for Uniform sales at the beginning of 2017
 - a. Wednesday 18th January 8:00am ~ 12pm
 - b. Thursday 19th January 11:30am ~ 5:30pm
 - c. Friday 20th January 7:00am ~ 12pm
 - d. First week of the school year (week commencing 23/1/17) 7:30am ~ 11:30am
 - e. There will be EFTPOS available over the phone and there will be three staff in attendance.
 - i. Moved Kim seconded Geoff. Carried

Social Media

Nil

Chaplain Report:

Nil

GENERAL BUSINESS

- a) 2017 Bursary closes this Friday 28th October 2016. Meeting discussed a text to parents of students who are eligible and to also add to the Facebook page.

- b) Meeting discussed the actual name of the NRSHS. Janet confirmed that the correct name is North Rockhampton State High School. The P & C will adopt this as well – North Rockhampton State High School P& C Association.
- c) Further discussion will take place in an Executive Meeting in relation to the School Uniform
- d) Discussion took place in relation to the use of Sponsorship around the school in relation to advertising. Janet will look into the agreement with the Frenchville Sport Club and their financial commitment to the School.
- e) Uploading of Minutes to the school website
- f) The meeting discussed the option of putting out a survey to all parents through the Schools Newsletter. Janet will confirm that this is a possibility. The meeting discussed the type of questions that may be asked eg
 - a. What do you think the P & C should be doing?
 - b. What would you like from the P & C?
 - c. Do you attend the P & C meetings? Why / Why not?
 - d. What would you like to do for the school?
 - i. Further discussion will take place at the executive meeting.
- g) Volunteers night is confirmed for the 28th November 2017 @ 5:00pm following by the P & C Meeting at 6:30pm at the Trade Centre. The P & C will fund the catering for the event. Amount yet to be advised.
- h) It was moved by Janet seconded by Geoff that the P & C approve the Resource Hire Scheme 2017 of \$180.00 Carried

ENDORSEMENT OF NEW MEMBERS:

Nil

Meeting closed at 7.07pm.

These minutes are a true and correct record of the meeting: Signed _____ (P & C President)

The next P&C Meeting will be 28th November 6:30pm.