

*Minutes of the general meeting held Thursday 31 July 2025.*

*K Dukic* opened the meeting and welcomed all in attendance at 6:00pm

**Present:** Mark Seijbel, Kelli-Anne Dukic, Carol Flikweert, Jenny Krafft, Julie Blake, Shane Warnes, Nat Appleby, Natalie Collett-Nilon, Stacey Coop, Gary Biddle, Julie Parker, Stacey Duke, Donna Jenkin, Deb Mackay, Dale Edwards, Jacqui Parker

**Apologies:** Jackson Dodd, Megan Chandler, Sean Connelly, Nick Driver, Liz Ronan, Ann-Maree Waddell, Scott Smoothey

The minutes of the previous meeting held Thursday 5 June 2025 were distributed by *C Flikweert* via email to all members.

*C Flikweert* moved and *N Appleby* seconded that the minutes be adopted as a true and correct record, and the motion was carried.

***Business arising from the minutes of the previous general meeting***

- Bookkeeper discharge process – *to be actioned after end of financial year is finalised (audit docs need to be considered)*
- Xero subscription – *to be cancelled with discharge of bookkeeper*
- QAST membership – *to be cancelled (new exec)*
- Card account to remain open
- Calculators were donated to the Math department
- leftover credit with BidFoods of \$410 has been converted to Coles vouchers and will be donated to Brekky Club.
- *C Flikweert* has not yet enquired about possibility of donating rugby uniform stock –are there teams again? Is there a likelihood these will be needed with the proposed new academy structure?

***Correspondence since the previous general meeting***

**Inward (as listed)**

- from bookkeepers including: financials, finalising accounts, single touch payroll finalisation
- funds received through containers for change

**Outward (as listed)**

*C Flikweert* moved and *J Blake* seconded that the inward correspondence be received and the outward endorsed and the motion was carried.

**Business arising from correspondence:**

- Management of funds for containers for change – which account?
  - Conversation about whether it is better to remain in P&C and then drawn upon as needed

**Principal Report, and any business arising from this:**

*The Principal's report is below;*

***Celebrations***

- *Termites won the Athletics carnival for the first time in their history*
- *Pink stumps day Staff v Students – great belonging/relationships activity, and staff won.*
- *Jeans for Genes Day on Friday*
- *Districts Athletics this week*
- *Think You Know –Federal Police information evening (13 parents attended)*
- *Culture is great at this school, students and staff very welcoming*

### *School Performance*

- *Above standard for A-C results in both English and Maths, slightly below target (but on par with like schools for A-B data*
- *How do we empower parents to help with our goal to empower students?*
- *Drafting the details of the strategic plan. Our focus now: students set goals, develop understanding of links between activities, assessment and marking guide. Currently in the staff consultation phase*

### *Resourcing*

- *Department maintenance review –Priority order: gutters, walkways & roofing*
- *Black fence has been held up. The finance has been approved and the project is now going out to tender. Neighbours were initially concerned about the removal of the colourbond fence (privacy) a*
- *MPS resurface should begin in October*
- *Tuckshop is out to tender, predicted to occur across term 4*
- *ITD upgrade is delayed – awaiting funding approval*

### *HR*

- *Mark Seijbel commenced week 3 as Acting Principal until the end of week 9 (Jackson Dodd on leave). Thank you to Greg Cooper (DP) for acting in weeks 1 & 2 of this term*
- *Interim BM, Tammy Pengelly for Term 3. This position is currently advertised, closing 6/8/25*
- *New GO, Sally Koenig, starting 0.6 from Monday 4 August. Melissa Yerbury and Kate Manning reducing to 0.6.*

### *Calendar*

- *Parent Teacher interviews Tuesday 5 August*
- *Industrial action to occur on Wednesday 6 August*
- *Food Fair 13 August*
- *SET Plan interviews 25 & 26 August*

*M Seijbel moved and J Blake seconded that the principal's report be accepted.*

**Finance report was tabled by the business manager at the meeting.**

**Treasurer's report and financial statement, and any business arising from these:**

In the absence of a Treasurer there was no detailed report.

As of 30 June:

- P&C Balance \$390.18
- Tuckshop Account \$101,987.25
- Card Account: \$325.25

*C Flikweert moved and K Dukic seconded that the Treasurer's report be accepted.*

**Tuckshop Report, and any business arising from this:**

No formal report

- convenor has quit
- assistant convenor has stepped into convenor role
- an assistant has been employed
- trialling new fresh menu items
- refurb has been delayed
- cold room hire will be absorbed by the department not the school

*C Flikweert moved and J Krafft seconded that the Tuckshop report be accepted.*

**Motions on Notice**

- Nil

**General Business**

- TA's have approached P&C for funding of laptops so that they can access resources required to supplement their workload. Proposed cost is \$1200 per machine, 15 permanent TA's who require a device.
  - *K Dukic* moved a motion that P&C purchase 20 x TA laptops to cover both the permanent staff as well as some extra for casual staff. Seconded *J Krafft*. All in favour, carried.
  - School safety and operation parameters will be set by the school. P&C will just cover the cost of procurement.
- Students travelling to Japan will be volunteering at the Muster to help generate funds. As school cannot invoice the Muster for the payment of labour
  - *M Seijbel* moved a motion that P&C invoice Gympie Muster for \$8000 to cover this cost. Seconded *J Krafft*. All in favour. Carried
- *K Dukic* moved a motion that the uniform policy be amended to add skorts. Seconded *J Blake*. All in favour. Carried.
- Executive positions to be filled
- By-election commenced. Executive positions were formally made vacant and nominations were called.
- *M Seijbel* called for nominations
- *N Appleby* nominated at President. Seconded *J Krafft*. Accepted
- *J Blake* nominated as Secretary. Seconded *C Flikweert*. Accepted
- *K Dukic* nominated as Treasurer. Seconded *J Krafft*. Accepted
- *J Krafft* nominated as Vice President. Seconded *J Parker*. Accepted.

### **New Members**

New member applications received:

- Jacqui Parker
- Natalie Collet-Nilon
- Stacey Duke
- Julie Parker

**Date of next meeting** – *Thursday 11 September*

**Close** – *meeting closed at 7:20pm*