

Queensland Academy for Creative Industries  
Parents and Citizens Association  
General Meeting  
18 February 2015  
Minutes



Meeting Opened: 6:30pm

**1. WELCOME: President Simon Hutton welcomed those people attending.**

**1.1. Attendance** (per Attendance Book)

**1.2. Apologies** (per Attendance Book)

**2. CONFIRMATION OF MINUTES**

The minutes of the previous meeting held on 19 November 2014 were tabled and reviewed.

*Motion: Accept the minutes of the previous meeting held 19 November 2014 as tabled.*

*Moved: Simon Hutton*

*Seconded: Dolores Cummins*

*Carried*

**3. BUSINESS ARISING FROM PREVIOUS MEETING**

There were no actions from the previous meeting.

**4. CORRESPONDENCE**

**Inwards:** Letter from grade 12 parent from last year Paul Hudson - reflections of a year 12 parent – tabled.

Gold Coast bakeries advertising school hot cross bun drive fund raiser.

**Outwards:** no correspondence

**5. REPORTS**

**5.1 Principal's Report:**

Debbie Williamson (acting for Principal Glen Donald) tabled a written report and discussed major points

(i) Enrolment 2014 as at 18 February 2015:

Year	No Students
Year 10	103
Year 11	101
Year 12	120
Total	324

2016 Enrolment – 90 replies to Open Day – Sat 28 Feb 1-4pm; round 1 interviews – 5 (close 13 March)

- (ii) Staff Update  
Client Services – Sally Lai/Anne Marie Halaufia  
New Teachers Craig (Art) and Monica (Spanish)
- (iii) Operations and Directions
- Results 2014 – Debbie provided an overview of the 2014 cohort results. They achieved exceptionally well.
  - Glen is currently on a Research Tour with QA Principals to Sydney/Melbourne visiting high achieving schools.
  - Leaders Induction Tues 24 February 2015 – the year 10 camp was very successful; House Managers were outstanding in terms of welcoming year 10s.
  - Student reps (2 for School Council nominations being taken until 27 February 2015 – emailed to all students and forms available at Client Services)
- (iv) Matters for Discussion
- Food rule for eating in classrooms – Deb provided an overview of the current situation and the process around how this is being discussed and managed.
  - Debbie reminded everyone that both herself and Glen have an open door policy if there are any queries/issues; she stressed the importance of open and honest communication.
  - The financial statements were also tabled.

**Motion:** *Accept the Principal's report.*

**Moved:** *Simon Hutton*

**Seconded:** *Janette Rowland*

**Carried**

## 5.2 President's Report:

President Simon Hutton provided a verbal report.

- Simon formally congratulated the year 12 cohort especially Amelia and Connor who achieve IB45.
- Thank you for all helpers who contributed to the Year 10 Welcome function.
- Voluntary contributions – reminder to everyone about this. It will be important to continue to promote this. Reminder letter to be sent by Simon.
- Facebook page – reminder that there is 2 sites here - school site and one Mariela administer (Xanthe to be backup here as a transition for next year)
- Annual General Meeting on 18 March.
- Simon provided an overview of the School Council

**Motion:** *Accept the President's report.*

**Moved:** *Simon Hutton*

**Seconded:** *Sophia Daoud*

**Carried**

### 5.3 Treasurer's Report:

Prakash Srinivasan tabled a written report.

Bank Balance – as at 18 Feb 2015: \$9768.29

No of contributions received to 18 February 2015: 28

Previous Year: 2014 Full Year – 84 contributions

Value of contributions received YTD: \$1325.00. Previous Full Year \$4895.00

There has been a steady improvement in contributions compared to the same period last year. We hope to improve on last year's contribution of \$4895 this year using regular reminders via the newsletter. Prakash is still finalizing the audit with Mark who was on leave. It should be ready in a few weeks. We had an excellent response to the Year 12 meet and greet. We now need contributions from year 11 and year 12 parents. Prakash has received correspondence from Paypal and although nothing has been finalized he shall be including this information for the new incumbent Treasurer this year.

**Motion:** *Accept the Treasurer's Report.*

**Moved:** *Simon Hutton*

**Seconded:** *Mariela Alarco*

**Carried**

### 6. GENERAL BUSINESS

Debbie spoke about Open Day and would like some help. We need a speaker from the P&C to represent the parent body and also it would be good to have a P&C corner eg sausage sizzle or something to represent the parents. If we can't make this open day, there is another one on 28 April that we could plan for. Simon suggested we make a motion to draw funds in case we are able to provide some catering for the event.

**Motion:** *Put aside up to \$300 to cater for the Open day on 28 February 2015.*

**Moved:** *Simon Hutton*

**Seconded:** *Tracey Anderson*

**Carried**

### 7. APPLICATIONS FOR MEMBERSHIP

Tracey Anderson presented the list of new memberships (see Membership Register).

**Motion:** *Accept new memberships.*

**Moved:** *Simon Hutton*

**Seconded:** *Rachel Barley*

**Carried**

### 8. NEXT MEETING

Next meeting will be on 18 March 2015 which will also include the AGM.

Meeting closed 8.30pm

These minutes are a true and accurate record of the meeting held 18 February 2015