

Queensland Academy for Creative Industries
Parents and Citizens Association
General Meeting
19 November 2014
Minutes



Meeting Opened: 6:00pm

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 15 October 2014 were tabled and reviewed.

Motion: Accept the minutes of the previous meeting held 15 October 2014 as tabled.

Moved: Simon Hutton Seconded: Dolores Cummins Carried

3. BUSINESS ARISING FROM PREVIOUS MEETING

There were three actions from the previous meeting:

- Patrice Kaddatz develop a sign for the P&C to help raise funds for contributions – this item was complete can be closed.
- Glen Donaldson Art look into the potential of addition an additional art function onto the 2015 calendar. This item was complete can be closed.
- The pull up banner will be discussed in General Business.

4. CORRESPONDENCE

Inwards: Christmas card from Chaplain.

Outwards: no correspondence

5. REPORTS

5.1 Principal's Report:

Glen Donald tabled a written report and discussed major points

(i) Enrolment 2014 as at 19 November 2014:

Year	No Students
Year 10	108
Year 11	125
Year 12	117
Total	350

2015 Enrolment – 85 accepted; round 5 interviews - 20

(ii) Staff Update

John Jose has been placed for Semester 1 only for 2015 at Tin Can Bay SS. He will fill in this roll for 6 months. No news on the advertising the permanent Principal's role at QACI at this stage however Glen will keep the P&C informed.

Margaret Williams will be departing at the end of year – she has been filling in behind Debbie Williamson. Debbie will be returning to us in 2015 as one of the Deputy Principals.

(iii) Operations and Directions

- 2015 Calendar underway – mocks and EE moved.
- 22 November Round 5 interviews to be undertaken.
- Graduation Friday 21 November.
- Last day Year 10/11 Friday 28 November.
- Middle Year Program – there is a delay to implementation – it was mooted for 2016 and after discussion, the earliest will now be 2017. This will ensure it is not rushed and that input from the review of senior schooling being undertaken by Qld Education can be considered given the importance of this review.

(iv) Matters for Discussion

- Endorsement of Chaplain application for funding 2015 was raised. Tracey Anderson provided her support for this role and outlined that Matt, the current Chaplain was a great asset to school and was well respected by the kids as someone who was approachable and helpful. Other parents provided support for the role.

Motion: *That the P&C support the application for funding for a Chaplain at QACI for 10 hours per week.*

Moved: Simon Hutton

Seconded: Peter Geale

Carried

- Glen asked that the P&C consider the following excursions to be added to the calendar:
 - ESS Excursion Stradbroke Island 4-6 March 2015; There will be an ESS camp next year at Stradbroke for Grade 11s.
 - Letter of Support – International Tours 2015 –trip to China in Easter Vacation.
 - China (Mandarin) April 2015 1 or 2 school days Good Friday.
 - France November/December 2015 (school holidays)
 - Spain November/December 2015 (school holidays)

Motion: *That the P&C endorse the excursions and international trips for 2015.*

Moved: Simon Hutton

Seconded: Mariela Alarco

Carried

Motion: *Accept the Principal's report.*

Moved: Dolores Cummins

Seconded: Prakash Srinivasan

Carried

5.2 President's Report:

President Simon Hutton provided a verbal report.

- Open Day

The Open day was a great success and Simon thanked all the volunteers who came along and helped. It was very well received. He also thanked Patrice thanks for the sign.

- Orientation day

There has been one issue. We missed getting the letter requesting parents contribute to the P&C into the packs that go out for orientation. However there are other avenues we will try and get to access parents. There are uniform days coming up and Mariela is going to try and see if she can get some volunteers to hand out forms. It was disappointing that we missed the packs and the P&C will have to work out next year to try and raise funds. Simon outlined that the P&C Executive had met and talked about next year's focus. The P&C will need to start looking at the financial situation and what that means in 2015. In 2014, we have had more functions that ever before and each functions costs somewhere between \$600-\$700 with the food platters and alcohol so at a high level, if we run 10 functions in 2015 using the same model, we will soon exhaust our funds so there will have to be a discussion next year by the new P&C on the best way to fund raise; whether these functions are what the school want to help, how to communicate the services of the P&C and how funds are spent etc. There will be important agenda items for the incoming 2015 P&C. Simon also officially thanked everyone on the P&C, both executive and members for a successful 2014 and their participation. The P&C also thanked Simon for his work as President.

Motion: Accept the President's report.

Moved: Tracey Anderson

Seconded: Prakash Srinivasan

Carried

5.3 Treasurer's Report:

Prakash Srinivasan tabled a written report.

Bank Balance – as at 23 April 2014: \$8329.01

No of contributions received to 19 November 2014: 73

Previous Year: 2013 Full Year – 98 contributions

Value of contributions received YTD: \$4095.00. Previous Full Year \$6220.00

Prakash outlined there has been a steady improvement in the last 4 weeks since our last meeting. Thanks to the 73 contributions received so far we are only now 30% below last year's contributions in dollar terms. With the more engaging P&C contribution letter, next year should be an improvement on this year. We should aim for a target of \$9k for the new committee to cover costs if we are to adopt the same types of functions as last year. Another item for the next year's committee is the method of payment for contributions. Paypal might be another channel for next year that could be investigated.

Motion: Accept the Treasurer's Report.

Moved: Simon Hutton

Seconded: Mariela Alarco

Carried

6. GENERAL BUSINESS

- eSmart School Committee Meeting: Jenny Jahnke provided an overview of the eSmart School Committee progress. She spoke about the Apple angels, how committee works; the oversight of the ICT policy documents and agreements and that QACI are on a journey planning the implementation and sustaining for each of the 6 elements of the eSmart framework – all linked to national accreditation and aligned with the strategic plan. There is information available in the staff handbook, website and student handbook and it has been rolled out across all aspects of the school. Jenny handed te agenda for the last meeting and information on the charter and objectives of the committee. Jenny will be seeking parent representatives at the end of term one in 2015. Simon suggested we look at requesting parent volunteers for these roles when we ask for the roles at the AGM as this timing would be good.
- Kanchana Bishop provided Simon with costs for a P&C pull up banner to use during functions. This would be very useful so that parents can see that the function is being organized and paid for by P&C funds.

Motion: Approve up to \$200 for the purchase of a P&C pull up banner.

Moved: Simon Hutton

Seconded: Tracey Anderson

Carried

7. APPLICATIONS FOR MEMBERSHIP

None.

8. NEXT MEETING

Next meeting will be in 2015 – date to be determined.

Meeting closed 8.30pm

These minutes are a true and accurate record of the meeting held 19 November 2014

President QACI P & C

Date: