

**Queensland Academy for Creative Industries  
Parents and Citizens Association  
General Meeting  
4 May 2016**

**Minutes**

**1. Welcome**

**1.1 Attendance**

Brooke Anderson, Gordana Mihajlovic, Xanthe Golenko, Greg Behrendt, Caroline Walters, Andrew Ridout, Gavin Bryce, Patrice kaddatz, Jennifer Lim, Sarah Johnson ( as minute secretary)

**1.2 Apologies**

Megan Bredhauer, Karen Casey, Debbie Williamson, Caroline Faulkner, Murray Faulkner

**2. Confirmation of Minutes from 16/3/16**

Motion - Sarah Johnson

Seconded - Caroline Walters

**3. Business arising from minutes of previous meeting**

3.1 Traffic management: Gavin reported that he has a meeting scheduled with KG village. Issues to be discussed include issues with car park spaces. Gavin is wanting a drop off zone and confirmation of the 40 km/hr zone. Also an application for QACI to go on road signs. Caroline reported a recent pedestrian hit on Blamey St.

3.1 Contact booklet is under construction.

3.2 Rep still needed to attend the State P&C conference in Gladstone in September. Xanthe agreed to put a message on the Facebook page.

**4. Correspondence**

**4.1 Incoming mail**

- Fundraiser booklet
- ASG fund excellence in teaching award – passed around
- Entertainment book received

**4.2 Outgoing correspondence**

- None

**5. Reports**

**5.1 Principal's report**

Gavin apologised for the rescheduling of previous meeting.  
One school finance report shown.

Feedback re enrolment -

QA 2<sup>nd</sup> round

28 accepted

34 Interviewed – some will be offered another chance to interview.

65 people came on tours at the last open day - this is more than ever before.

SMT had 90

HS only had 8

People who had signed up for tours and didn't attend have been emailed by Gavin to follow up and offer private appointments.

Last year interviewed 200, 130 accepted

SMT has double this

The ACER score test is specifically set up for the academies.

The baseline is “do they have the capacity to do their subject?”

QACI has the capacity to take 150 in each year level.

Retention rate of students at QACI is higher than average.

Student numbers have dropped from 310 at the beginning of the year to 302. 4 of these may potentially come back.

A long discussion ensued about supporting students to remain at QACI and the need for support of their mental health which is now being recognised.

Gavin talked about the options for students such as extending into a 3<sup>rd</sup> year of IB.

He reminded the meeting that the students and parents can access the school guidance officers who he described as “outstanding”. All services are highly confidential.

Caroline also mentioned that QUT Psychology has a program that QACI students may be able to access.

Gavin is working on a program around wellbeing. He mentioned the Andrew Fuller program which is a free service; based on surveys around hope and adolescents and the brain.

Meetings are planned.

Gavin discussed the fact that there is significant involvement by the school before a student makes a decision to leave.

Students have a plan before they leave the school and every alternative is considered.

Members asked

What can the P&C do to help support students to stay at QACI?

Gavin's response was to –

- Keep the positivity up
- Be aware that there are options
- Students can confidentially report if they are worried about themselves or other students.

Discussion took place about whether we should get someone to come and talk to the parents. Gavin discussed the “silo effect” and that everything needs to be balanced.

He is working on the positive culture at QACI.

Gavin reported that the Audit is completed.

Discussion followed about whether the school should expect so much outside hours commitments from the students.

Do we need all the extra weekend workshops? Is this overload? They are tiring and interfere with extracurricular activities.

Discussion followed about also looking to increase the links between subject areas – for example between English and Theatre.

Ideas were shared about workshops where parents could work with staff.

Gavin stated that he appreciated the feedback from the group.

*Key findings of the learning review by the School Improvement Unit.*

This is an independent audit.

#### *Recommendations*

Transition to curriculum change

Data literacy

The full report is on the website

Please do the IB review survey!

#### *Workforce*

Facilities officer, Dan, has resigned but will be contracted

Client services reorganisation 2 people will apply for permanent positions

Still looking for chemistry teacher, no successful applicants yet. Position will be readvertised.

School Council has met.

Having a workshop next week regarding the strategic plan

This will generate recommendations, then the whole school community will come up with a 5 year plan.

Caroline and Xanthe accepted the Principal's report.

### **5.3 Treasurer's Report**

Good balance.

\$1300 collected in the last 6 weeks, 80 have joined.

\$12000 currently, this is the highest yet.

There is now a gold coin box at every P&C event.

Email reminders about payment will be sent every term.

Treasurer's report accepted.

Discussion followed about appropriate uses of P&C funds.

For example we could help kids who can't afford to attend the semi-formal.

Maybe send flowers to students or staff who have suffered a loss.

Provide an ANZAC wreath.

Sending a student to the UN conference.

Gavin talked of not wanting students to miss out due to lack of funds and also talked about how there were certain things that he was not allowed to spend school funds on. He could identify students in need and let the P&C know.

Members suggested that alternatively the P&C could give a fund to the Principal to cover these costs – items that the school is not allowed to spend EQ funds on.

Brooke moved a motion that the P& C should provide \$500 to the Principal as a welfare fund seconded by Patrice  
*Motion passed*

## **5.2 President's Report**

Brooke brought up student welfare.

Brooke suggested a subcommittee to work on student wellbeing.

Gavin will put a reminder in the newsletter that the guidance officers are there for students and parents can also make appointments.

## **6. General Business**

Discussion ensued about whether newsletters were the best form of communication and if not what are the best means. Gavin reported that only 10% of recipients opened the newsletter and even less read it in depth. 80% of recipients watched his video blog.

There is a problem with duplication of information, we need to streamline the information flow.

Discussion was had on the best use of the parent Facebook page, who are the members?

Gavin stated that website traffic is very small. More discussion ensued about use of Facebook pages, are they for dissemination of information or a discussion forum?

Big Picture -

Gavin is holding a dreaming day with marketing to discuss these issues.

Xanthe will attend as parent representative and she will address the Facebook issue.

To address concerns about student's wellbeing; the suggestion was made that teachers be invited to come to P&C meetings to answer questions/concerns from parents. Gavin suggested that the Heads of Department (HODs) would be most appropriate.

He suggested inviting 2 HODs per meeting, with time limits, for the beginning of the meeting.

Members suggested that more parents be invited to these meetings to maximize the benefit.

Prepared questions would be more appropriate. Gavin agreed to structure the interaction.

## **7. New Applications for Membership**

### **8. Date of next meeting**

June 15 2016.

(No meeting May 14)

### **9. Meeting Close**

8.40pm

*To the best of my ability, these minutes are a true and accurate record of the meeting held on 4 May 2016.*

*President QACI P and C*

*Date.*