



Date 21st October 2025 | *time* 6:00pm | *Meeting called to order by* Adam Healey | *Minutes prepared by* Brenda Healey

In

Attendance

Adam Healey – President, Brenda Healey – Secretary, Susan Drysdale – Treasurer, Tatiana Racz- Assistant Treasurer, Ceris Bowtell – General Member, Rania Shibl - Grants, Darren Parks- Principal

In Person: Kendall McMillan

Online attendance was available: Debbie Brown and Beth Elliott

Apologies: Fiona Groves, Shanna Watson, Sam Musgrave, Clayton Loveridge

1. Welcome

Meeting opened at 6.00pm

Meeting Etiquette:

It was noted that with the larger attendance at the meetings we do need some meeting etiquette.

The secretary is requested to provide some guidelines at the beginning of a meeting as follows:

To allow all members and guests to participate in the discussion please indicate to the secretary that you require an opportunity to speak, through a raised hand or another noticeable gesture.

The secretary will try to ensure that everyone who indicates a desire to participate is given an opportunity.

Please ensure that while another member or guest is speaking that you do not hold a separate discussion.

As the meetings continue to grow, we may need to include additional guidelines while maintaining a comfortable culture and atmosphere.

2. Minutes of previous meeting

MOTION - Brenda motioned that the minutes of the previous General Meeting held on 26th August 2025 be accepted as true and correct.

Carried

3. Reports

PRESIDENTS REPORT:

Deferred to the end of the meeting:

The meeting discussed how important volunteers are to our success and how currently our community is a little fatigued. The current committee will be brainstorming how to attract new volunteers and in particular new committee members that will become the succession plan going forward.

It was also noted that previous committees were focused on fundraising to support capital expenditure at the school but this is no longer the primary concern of the committee as the school continues to grow. Future committees will be able to be less focused on commercial aspects and more focused on fun engagement.

PRINCIPALS REPORT:

Principal's Report P and F General Meeting 21 October 2025

Enrolments

6 new students commenced in Term 4. Enrolments for next year look quite strong although there have been some departures at the end of Term 3 as there usually in any school. Enrolments are due to continue to grow as smaller Year 12 cohorts finish, and large Prep cohorts join us along with new Year 7 students. We are adding another class in Year 4 next year, another Year 5 in 2027 and another Year 6 in 2028. By 2028 we are projected to be at the 1000-1050 student mark. Please note that these figures are general in nature and that enrolment projections can change depending on a multiplicity of factors. We are still receiving applications for next year that will be processed over the coming weeks.

Year 12 Finish

Final week last week and now on STUVAC before they commence external examinations. External examination regime is challenging for students and families.

Year 12 formal is set down for 15 November and should be a wonderful night.

The Year 12 procession is in the afternoon of 21 November following the Awards ceremonies.

Student Leadership 2026

The selection process for Year 6 and Year 12 leadership positions has commenced and will be finalized before the Awards Ceremony.

Staffing

Currently advertising and interviewing for new positions for 2026 plus replacement Design teacher to replace a staff member on Maternity Leave. We attracted good fields of applicants -still significantly difficult to find Design and Technology teachers. Teacher shortage is real and evident particularly in highly specialist fields.

The Arts

The production was a success with some excellent performances from the cast and crew. Production is an enormous effort from all involved and is an exciting part of a school calendar. Whilst we didn't sell the venue out, we did keep advertising levels more to our community and their connections rather than a full regional promotional campaign.

We had a Year 12 student's artwork nominated for a major exhibition on the Gold Coast. A great achievement!

Sport

HIA Secondary sport event is coming up as is the HIA Sports Awards dinner.

Volleyball and golf numbers are going well.

2 students represented South Coast region at the State Athletics Championships in Townsville.

Marketing

New signage has been ordered for way finding purposes and this will not only look great but will perform a much-needed role in helping visitors navigate the campus. It looks very smart.

Social media continues to be busy with programmed messaging over the next few weeks.

Principal's Tours 3 this term. 4 families for the first and 13 for the second and 13 for the third.

Teaching and Learning

Year 12 final exams start soon. Term 3 reports went out during the holidays for Secondary. End of year assessment and reporting will be a major focus in coming weeks.

Secondary parent teacher interviews were held on Tuesday 14 October.

STEAM Building

The roof is now enclosed which is very exciting. Interior wall sheeting works have commenced. The bridge between STEAM and Resource Centre is in place.

Energex substation works has been approved and will be completed in November.

The all-access ramp will commence construction soon.

Overall, it is a very impressive looking building.

Dormitory Conversion Project

Upstairs is now up to wall and ceiling sheeting. New balustrading has been installed.

Exterior painting has commenced. We are in the process of ordering new furniture for the classrooms and staff spaces. Trenching to amenities block has commenced. This will be followed by amenities slab. Amenities block to be installed in December.

Sports field work is being costed and planned. Levels have been taken, and it is now with the engineers. The plan is for a 75x45 m field for soccer/touch football/Kingfisher training etc. The project involves cutting and fill and retaining. There is a path linking to the school which will have the covered walkway. The vision is for some terraced seating at the top.

P and F Thank You

Thank you to the P and F members who volunteered to be ushers for the production.

I would also like to thank the P and F members who supported the purchase of staff gifts for production.

Thank you also on behalf of the Year 12 students for their study snacks that have been so generously donated by the P and F. This is a great gesture!

I will also acknowledge publicly in next week's newsletter.

Meeting notes for principal's report:

A query was raised at the meeting regarding the perceived number of departures from years other than Grade 6 and 12, and a discussion followed regarding this. There were no final figures provided but there was discussion that some of the reasons for departing school were location and financial.

TREASURER REPORT:

Financials are attached.

OTHER P AND F RELATED

REPORTS:

Junior Captains Report

Grade sixes cohort has decided to purchase a combination soccer/football goal and portable soccer goals as their legacy gift to the school with their containers for change.

The P and F committee has approved the motion to cover the balance of funds required to make the purchase of the legacy item.

Over Eights' Day-

As previously raised by the Junior Captains the P and F Committee followed up the idea of an over 8's day with the school and received the following response:

The consensus is that it is too late in the year given that staff are focused on continued assessment and reporting, Year 6 Celebration, Prep Celebration and wrapping up the year. The load on staff at a critical time of the year was a concern for the Exec. It has not been calendared formally. We would be happy to review and calendar for 2026.

Meeting note: Disappointing that this was tabled by the students at the beginning of the year and not actioned by the school. Captains are asked to give up their lunch time to ask for feedback and there was very little actioned on this.

Senior Captains Report

Halloween is coming up and Grade 11 cohort has requested P and F support with a financial contribution.

The P and F members approved to donate \$1000 to fund the Halloween event.

Grade twelves would like to provide a legacy item back to the school of scrapbooks that will be updated as classes move from prep to grade 12 at a cost of \$16 each.

The P and F members present approved to pay half the cost for this item.

Grants Coordinator

No news yet on the major grants but we will be monitoring for the new year.

Sunsmart grant was not for this region

Logan City Council has habitat and eco grants aligned with the learning side of things but most grants will renew in the beginning of the year.

Correspondence:

ACNC Email committee to determine if we are going to change to a charity and what benefits this would have for us. **The P and F members present voted not to change our status to join the ACNC as there is no benefit to our members.**

Blue cards

Following the deadline for the implementation of the new legislation and a conflicted response from the school the P and F has done some research and obtained a response that confirms the P and F in this instance is not required to register as an organization and that the members should be linked to the school organization portal.

Mr Parks agreed with the interpretation of the response and advised that the school would link the P and F and that this would be actioned by Bill Truscott.

Updates from the last meeting:

Compassion Crew fridge/freezer – quote

School response: We need to put this on hold whilst we review our risk around frozen food and food handling.

Benches near the coffee van

School response: This is common land and is outside our lease area. This will need to go on hold while we explore other options.

Shade in Drop Off Area-This project is on hold as it needs further scoping and research. It is not as small as it looks.

4. Actions/General Business/Requests/Questions from Parents/Carers

EVENTS:

Terms BBQ/community ideas for the primary school

The P and F members present noted that with the current heat a Zooper Dooper drop might be better, a date for this is to be requested from the head of primary

Subway cookie drop date to be determined

Prep orientation 5,12 and 19th November between 11.50 and 12.50, meeting on Monday to discuss the P and F involvement.

Production: The P and F have completed our commitment to the production by: ushered at the three shows, dinner between shows on Saturday, staff thank you gifts, pizza party for Wednesday and custom commemorative pins for the cast. P and F budget for this was \$1000 and the final cost was \$1100.

The P and F members present agreed to cover the expenses we incurred as a gift to the production.

Awards P and F awardee to be elected

The P and F members approved the award to be presented to the student who has been recorded as assisting the P and F on multiple occasions with various projects and that this was not compelled by the school. The student will be announced at the awards ceremony.

Grade twelve snack tray

The P and F has re-stocked the snack trolley for the Grade twelves to support their studies and keep them fueled during their exams, this will be in place from the 20th October until the 7th November.

Teachers day gift to be assembled and all available P and F/volunteers will hand them out on the 31st October during connection time.

GENERAL BUSINESS / QUERIES

Rodeo has been confirmed for the 20th June 2026, save the date to be created for the volunteers

The meeting discussed the maintenance and financial requirements for the running of the rodeo.

The P and F members approved that if necessary, the rodeo grounds will be slashed in the new year with the intention that frequent, timely maintenance will benefit the rodeo and assist with ensuring the grounds are in good condition for the event.

School umbrellas

There are about 50 umbrellas still available for sale.

Sports merchandise

The meeting discussed that we have closed the year with very little stock in the sports merchandise. A quote has been obtained for bucket hats in the house colours and it is suggested that we re-order the hand waver flags in small quantities, these items will need to be ordered before the end of the year to ensure they are available for the first carnivals early in the new year. Investigating other possible products.

The P and F members agreed to proceed with the purchase of sports merchandise.

Raffle prizes

The meeting discussed pulling together a raffle for the end of the year with larger prizes.

The P and F members approved a budget of \$2500 for prizes, 500 tickets to be sold at \$10 per ticket and the link for tickets should be available to be shared.

Suggested prizes: A generator, family sized tent, hair products, family movie pass

Fidget Sale:

Tatiana will be sourcing items for a fidget sale to be held later this term.

End of year display

Last year the P and F created an end of year display for the awards and graduation ceremonies, when we moved the pieces that were showing wear were binned, the meeting was asked to approve a budget for this years display. For reference this is used in at least three ceremonies and at functions through the year.

P and F members present approved a budget of \$100 for base structure.

GENERAL DISCUSSION:

The meeting acknowledged that this is Kendall's last meeting as a parent at the school, thank you for all your support of the P and F.

Thank you to Scott and the IT team who assisted with the preparation of the online meeting and being available after hours for support.

Motions

Grade 6 legacy item contribution.

A donation of \$1000 to be made to the Grade 11 cohort to support the Halloween event.

Shared cost of the Grade twelve legacy item.

P and F will not be changing our classification or joining the ACNC.

Approval of production expenses.

The student who will receive the award was decided

Rodeo grounds slashing if required

Purchase of new sports merchandise stock

Purchase of raffle tickets and running of raffle.

Fidget sale approved

Awards display frame approved

Closure and Next Meeting

Meeting Closed at 7.30pm. The next meeting is still to be decided.