CHAPEL HILL STATE SCHOOL

PARENTS AND CITIZENS' ASSOCIATION

GENERAL MEETING AGENDA – FEBRUARY 2025

Date: 11 February 2025

Time: 6:30pm

Location: CHSS Conference Room 2

STRIVING FOR EXCELLENCE

AGENDA ITEM	
Opening and welcome by the Chair	Meeting opens, agenda adopted, Chair requests any other items of general business that members or visitors may wish to discuss later.
Apologies	Chair acknowledges apologies (written or verbal).
Confirmation of the minutes of the previous GM - Att 1.1	Any corrections to the previous minutes are noted on the original copy. The Chair signs the confirmed copy of minutes from the last GM.
Secretary's Report	
Report – see Att 1.2	**See report at Attachment 1.2** • Business arising from the minutes of the previous GM. • **Discussion of action items progressed or completed.**
Correspondence received since the previous GM - Att 1.2	Distributed list of inward and outward correspondence to be endorsed as per **Secretary's Report.**
Table of executive committee's decisions - Att 1.2	Secretary tables executive committee's decisions. Discussion of necessary action taken on urgent matters between meetings.
President's Report	
Report – see Att 2.1	• **Read the President's Report at Attachment 2.1.**
Vice President's Report	
Amanda Merrick	• The Vice President supported the President, the Executive, and the Events Team, and more, as per the AGM report.
Treasurer's Report	
Report – see Att 3.1	• **Read the Treasurer's Report at Attachment 3.1.**
School Leadership Team	
Stewart Jones **School Principal** **Report - see Att 4.1**	• **Read the Principal's Report at Attachment 4.1.** ○ Read the Chaplain's Report at Attachment 4.2.
Subcommittee Reports	
Events Subcommittee **Report – see Att 5.1** **Oriel Morrison-Higgins**	• **Read the Events Report at Attachment 5.1.** ○ Planning underway for our 2025 Festival on the Hill, Colour Run, Family Fun Day and more coming up this year.

Buildings and Grounds Subcommittee Report
Report – see Att 5.2
Claudi Bird
	• **Read the Buildings and Grounds Report at Attachment 5.2.**
	  ○ Thank you to our amazing B&G team for all their work on the school grounds over the summer holidays.
	• For discussion:
	  ○ Proposed funding as described in report.

Proposed Motion	"That the P&C fund up to $__ to replace the bag-racks in front of Prep W, installation of a swale, and a potential turfed area … Moved: ; Seconded: ; Carried/Not carried/Tabled

Tuckshop Subcommittee **Michelle Seymour** **Report – see Att 5.3**	• **Read the Tuckshop Report at Attachment 5.3.**
Uniform Shop Subcommittee **Report – see Att 5.4** **Melissa Wheaton**	• **Read the Uniform Shop Report at Attachment 5.4.** • For discussion: See Attachment 5.4.1. – Uniform stock needed. ○ Proposed motion as below, detailed in attached spreadsheet.
Proposed Motion	"That the P&C approves the purchase of uniform stock up to the value of $15,000 as per the spreadsheet presented at tonight's meeting." Moved: ; Seconded: ; Carried/Not carried/Tabled
Comms Subcommittee **Report – see Att 5.5** **Rebecca Kierle**	• **Read the Comms Report at Attachment 5.5.** • For discussion: ○ Approval for renewal of P&C websites, as below:
Proposed Motion	"That the P&C approve up to $1000 for chssfete.org.au website hosting renewal due in July, and chsspandc.org.au website hosting renewal due in October." Moved: ; Seconded: ; Carried/Not carried/Tabled
Grants Subcommittee **Report – see Att 5.6** **Genevieve Murray**	• **Read the Comms Report at Attachment 5.6.**

Health and Wellbeing
Subcommittee – see Att 5.7
Eve Jenkins
	• **Read the Health and Wellbeing Report at Attachment 5.7.**
	• For discussion:
	  ○ Proposed Yoga Classes at CHSS, as per report.
	  ○ P&C Family Fun Day planning underway – March 15th 1-5pm on the school oval, inflatables, food, fun, CHSS community event.

CPR Facilitator **Report – see Att 5.8** **Catherine Nichols**	• **Read the CPR Facilitator's Report at Attachment 5.8.**
OSHC Liaison **Report – see Att 5.9** **Tammi Levine**	• **Read the OSHC Liaison's Report at Attachment 5.9.** • For discussion: vacation care update, bookings term 1, OSHC comms. ○ Option of a new WhatsApp group for OSHC related discussion.
General Business	
General business matters Presented by:	
Closing	
Close	New membership applications. Meeting closes. Thank you to everyone who attended our first meeting of 2025!
Date of next meeting	The next CHSS P&C General Meeting will be held **11 March 2025** at 6:30pm in Conference Room 2.