CHAPEL HILL STATE SCHOOL

PARENTS AND CITIZENS' ASSOCIATION

GENERAL MEETING AGENDA – June 2026

Date: June 2 2026
Time: 6:30pm
Location: Conference Room 2

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	
Secretary Report - see Att 1.2	**Noted from Nikki:** - Secretary tables executive committee's decisions and necessary action taken on urgent matters between meetings - Motions moved between meeting - Ongoing action items – Storage and Sunscreen Policy – Ongoing - Nil correspondence of note
President's Report	
President's Report -	**Updates to be discussed at meeting.**
Vice President' Report	
	Contributing to Events Report
Treasurer's Report	
Treasurer's Report	**Points for discussion forwarded by Jodie:** Presentation related to payment systems for fete – Noted as follows: Confirmed the cashless process with Jindalee and Ashgrove school treasurers. Be VERY clear on the cashless theme in as much communication as possible. - When advertising the cards, it must be clearly noted these are redeemable on the day and no refunds are provided - Floats will only be collected and counted once during the day with just one person to assist. Floats will be monitored periodically WatsApp chat with all Convenors as a 'help/ troubleshoot' option on the day

	- The final count will occur for the T&T and Lolly stall once it shuts. We will not engage the armed security company to transport the money as we now have a safe to utilise - Identifying individual stalls profit for 'badge of honour' purposes can be achieved via cash sales on the square app. Basic training for all square users to occur week of event - Starlink will not service the full oval, it struggles to get to the bar/ other areas at times. Confirmed with Square directly no limit on offline transactions and reconnection period is 24 hours Test run of offline payments to occur - Square readers were purchased and a total of $186 volunteer grant left over was ustilisted. Square readers sourced at $39 each instead of $65. Total expense $1,221 - Devices for squares - Greer has 3 ipads, Althea has 2 we can borrow. We require 2 more at least. Minimum requirement of iOS 15 or above and Google Android 7.0 or higher
School Leadership Team	
School Principal Report – Att 3.1	**Refer to Attachment 3.1 for full report. Noted from Stewart:** <table><tr><th>**Strategic: Heads UP – The focus**</th><th>**Hands On: The work**</th><th>**Wellbeing: At heart**</th></tr><tr><td>**Reading –** consolidating 2024 **Walker Learning –** Reset & Intro Learning Assets</td><td>**Coaching –** Collegial Engagement</td><td>**Positive Engagement for Learning (PE4L)**</td></tr></table> - **CHSS 50th Anniversary (2028):** A steering group of current and former parents and staff has been formed to plan the school's 50th anniversary celebrations. - **Teacher Professional Learning:** Staff visited Walker Learning schools in Townsville and Sydney, and connected with educator Ollie Lovell to explore StepLab as a way to strengthen professional learning, coaching, reading, and positive engagement practices. - **Reading Approach:** Staff used the recent extended meeting to clarify the schoolwide use of PLD resources and build greater consistency in reading instruction. - **Music Night:** Senior Band, Choir and Strings delivered a successful event, reflecting strong collaboration between staff, students and parents. Best wishes to performers for the upcoming Fanfare competition. - **Interschool Sport:** Semester 1 Year 5–6 interschool sport has concluded after a five-week program, despite some wet weather cancellations.

	- **Upcoming Camps:** Year 5 camp is running this week, with thanks to staff supporting the program. Year 6 camp to Canberra is planned for Week 10. - **Staffing Update:** Tania Venuto will remain for the rest of the semester, Tal returns in Week 10, recruitment is underway for an acting BM role, and Lynelle Owens will replace Denise Hu as Year 3 Learning Enhancement Teacher from next term while also covering Year 4 during leave.
Chaplain's Report - Chappy Carolyn –	**Refer to full report in attachment 3.2. Noted from Carolyn:** - **Recent Highlight:** Crafting Connection night **Ongoing Initiatives:** <u>Community Engagement:</u> - Zoom catch up monthly with Revered - Involvement Hewith July holiday camps at Riverlife - Donation and assist with Helping Hands Inc (prep cans) - Assist at trash and treasure - Run craft station at rescheduled Family Fun Day – ***Will need parent volunteers*** <u>Social and Emotional Support</u> - Supporting family and children experiencing hard times - Safe space - Lunch craft sessions for children <u>General Wellbeing</u> - Food support for children - Morning tea for staff <u>Mentoring</u> - Flock of friends supporting junior children <u>Educational Support</u> - Individual student support when teaching aides/teacher not available - Friendship discussions with classes <u>General Work and Administration</u> - Newsletter and P & C reports - CST term 2 report <u>SU Australia Contributions and Responsbilities</u> - Crafting connection, - Riverlife School holiday program, - Pizza Meal Deal – Jun 23 <u>Key Areas of Focus/Goals</u> - Pizza Meal deal – Tuesday June 23 – need parent helpers - Active Connection Night – sept 4 th – Family Games Night – organise raffle prizes and, games and food and sponsorship for the night – need parent volunteers- blue card required!!! - Deliver Helping Hands the cans being donated from Preps – 100 days prep on July 17 - Staff soup day to be held Tuesday 14 th July first break – Chappy cooks soup and garlic bread provided to welcome back to term 3 - Pick up and deliver Prep cans to Helping Hands on Monday July 20 th <u>Issues to discuss further</u> - $5000 deposited in each school on 25/2/26 from combined Chaplaincy account to individual school accounts so less fundraising required.

	- Fix the donation QR code as didn't work at recent event – SU finance aware but not rectified - Love to have additional parent rep on Chaplaincy committee meeting - Need to close down second CHSS account that was for Myla- still has about $240 in it to be transferred to main CHSS account.
Subcommittee Reports	
Events – Althea Papinczak	**Points for discussion forwarded from Althea:** - Containers for change - Quiet zone location - Fete clean up Sunday - Coffee for volunteers - Helping Hands face painting stall - Ride band and cash card collection Friday
Buildings and Grounds – Claudi Bird	**Updates to be discussed at meeting.**
Tuckshop – Michelle Seymour	Noted from report. Please see full report as Attachment 4.1: Updates on recent activities: - Updated Tuckshop menu PDF provided to school for including in Prep 2027 packs Roadblocks/Concerns: - Leak in underbench fridge – located at left hand side - Following up on the overhead cupboard near the cooktop,will this be changed? - New rust spots around stove that have developed since renovation Future Tuckshop Specials: - Hotdogs – Thursday June 4 - Ice Cream – Thurs Jun 18
Uniform Shop – Claire O-Brien	No report submitted – updates to be discussed at meeting as required.
Communications – Rebecca Kierle	Nil updates to report.
Grants – Genevieve Murray	**Noted from report. Please see full report as Attachment 4.2:** Roadblocks: - Met w/ school re DGR. Exploring with other schools re: ? mothballing when no funds are held Future Plans/Project Submissions: - Waiting on result of Gambling Grant Round 1 bid (to support basketball court/swale). Notification advertised as July. No new rounds announced as application system is undergoing a change. - Applied for Brisbane City (Pullenvale Ward) Fete contribution, which has been received ($1,000)
Health and Wellbeing – Eve Jenkins	No report submitted – to be discussed at meeting.

CPR Facilitator – Catherine Nichols	No report submitted – to be discussed at meeting.
OSHC Liaison – Rebecca Kierle	No report submitted – to be discussed at meeting.
General Business Matters	
General Business Matter – Year Six Graduation Carene Hogg	**Noted:** - Request to form a **Year 6 Graduation subcommittee** for the P&C - Carene am happy to provide a report for each P&C meeting for the rest of the year to keep the P&C informed on how this event is going – seeking place to store handover notes - **Request formal permission to sell popcorn** at the upcoming Senior Athletics day, to be held on Tuesday 9 June 2026 for fundraising for the Year 6 graduation. **- Request permission to have the Coffee cart** available on the day for parents **- Request P&C support for a Square reader** to use on the day (perhaps we could borrow the Uniform shop's or Tuckshop's?) and all funds raised attributable to Year 6 grad **- Request Comm support for advertising** (draft available in attachments – Attachment5.1) - Background and additional info from Carene: Having seen last year's notes, I can guarantee costs have gone up and we would like to keep the parent and child tickets at the same prices if possible Accordingly, would like to start raising funds, as long as it doesn't clash with any P&C fundraising Pre COVID we used to sell items for the parents and kids to buy Already had verbal permission supplied from Claudi (president), Stewart (Principal) and Michelle (tuckshop) - noted SJ concerns about nuts (not an issue) AND mess on oval I have access to a popcorn machine and plan to set up in the undercover area (with powerpoint) on the morning of the athletics day I will ask P&C for reimbursement of costs (kernels and butter) - don't expect to be much! Year 6 graduation date (Wed 2 December) and venue (One Table Cafe at Churches of Christ, Kenmore) confirmed by Tal in March 2026 P&C meeting - **Future requests** We will likely request a P&C contribution per student as has been done in previous years - 2025 was $15/student, 2024 was $12/student for context
Closing	
Close	Meeting closes. Thank you to everyone who attended our June General Meeting
Date of Next Meeting	The next CHSS P & C General Meeting will be held at 6.30 Tuesday 14 July 2026