**Minutes**  
Charters Towers State High School – P & C Association

<table>
<thead>
<tr>
<th><strong>Date/Time:</strong></th>
<th>10th March 2015</th>
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<tbody>
<tr>
<td><strong>Location:</strong></td>
<td>Staff Lounge Room.</td>
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<tr>
<td><strong>Attendees:</strong></td>
<td>Maya Wood, Jaime Richards, Julie Fielder, Helen Milton, Kylie Leppien, Leanne Brandis, L.Hill, Pamela Coffison, Moya Mohr, Tania Husband, Robyn Price, Kym Gough.</td>
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<tr>
<td><strong>Apologies:</strong></td>
<td>Andrea Singleton, Alison Cowan, Heather Miller, Emili Skowronski, Derek Copelin, Shirley Helcombe</td>
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<td><strong>Secretariat:</strong></td>
<td>Kylie Leppien.</td>
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**Meeting opened:** 6.49pm

**Item 1:** Minutes of Previous Meeting  
Moved by Jaime Richards, 2nd by Pamela Coffison

**Item 2:** Correspondence In  
Donation Cheque from Kyra Cormbie – Thank you.

**Item 3:** Treasurer’s Report  
Balance of Accounts: also see attached report  
<table>
<thead>
<tr>
<th>Account Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>$2,926.44</td>
</tr>
<tr>
<td>Tuckshop account</td>
<td>$11,171.82</td>
</tr>
<tr>
<td>Building</td>
<td>$15.17</td>
</tr>
<tr>
<td>Term Deposit</td>
<td>$69,688.54</td>
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An average of $10,000 - $15,000 needs to be kept in the tuckshop working account to cover wages and supplier accounts, etc. It is proposed that funds over and above that be transferred to the General account at the end of each month. Moved by Tania Husband and Robyn Price.
Item 4: Tuckshop Report

- Yr 7 – 9 Drinks fridge isn’t fixed yet however it is on its way from Rybenleigh.
- Pie warmer 1 was replaced by Rybenleigh.
- Tuckshop is going well.
- Introduced Callipo ice blocks (47ml). Only selling 2nd lunch with a maximum of 2 per student.

Item 5: Principal’s Report

- Hats have not been surveyed with students due to lack of time.
- As per last meeting a function for Deb Brownson's retirement has seen 15 paid responses.
- As a result of the Day 8 restructure, Mr Johnson is on LRT, Mr Wrangle is being paid out of GRG to release Faith Barnes to be a Literacy Coach and the school has a .37 allocation which will cost $23,000 from the school budget. There were also significant timetable arrangement and classes collapsed so higher numbers in classes.
- Gen Salat off for significant period with health issues. Need to contact for a replacement.
- Aaron Willis accepted to Take the Lead – future leaders program and will be in Brisbane for 4 days. His project will be student led conferencing which I want to introduce to replace parent teacher reporting in term 4.
- Parent reporting for this term will be in week 2 of term 2 to allow assessment into week 10 as a strategy to avoid poor attendance.
- Aaron Willis off week 10 for marriage leave.
- Sharon Hackman accepted to Women in Leadership program for future leaders.
- One student excluded several suspensions for fighting.
- Town Facebook issue ridiculing CTSHS spelling on signage was a printer’s mistake rectified with a sticker that students have since peeled off. Signs are now being replaced.
- A Japanese teacher will be appointed next year for Yr 7 and 8 classes.
- A permanent position for Acting Principal will be advertised for Term 3.
- Anzac 100th anniversary sees a plaque to be placed in the schools Memorial garden. The Lavarack Barracks Army Base sending 2 Soldiers to speak on Assembly. 400 poppies have been ordered and 40 people off Honour Board for badges.
- Over Easter
  - B25 conversion to another art room will be completed $35,000 with $8,000 provided for new furnishings.
  - B17 repaired and painted as 3rd SEP classroom space in SEP.
  - G Block will see 2 rooms repaired and painted with the school chipping in $900 as the Departmental MAR (maintenance annual report) shortfall.
Item 6: General Business

- Sign to be replaced.
- Qbuild to check the roof at Friemann Oval.
- Liquor license for Touch Association approved by P & C but to be under the conditions of EQ guidelines.
- Public needs to obtain permission for use of Friemann Oval.
- Our Town Website (private organisation) was recommended to the school by Charters Towers City Council however not interested due to having our own School Bag app.
- Sign membership forms.
- School Bag app changing its name to Qschools.
- New committee members to sign forms at Commonwealth Bank.
- More P & C members required. Committee members to spread the word.
- Thank you to outgoing members Tania Husband and Kym Gough for a wonderful job.

Meeting Closed: 7.36pm

Date of next meeting: 12th May 2015