



The Gap State High School Council

MINUTES

Date/Time: Wednesday, 3 November 2021, 6:30pm
Location: School library
Attendees: Tim Wark – Chair and parent member
 Anne McLauchlan - Principal
 Leigh Passfield - P&C President
 Kim Setterlund, Nicole Hale - Staff member
 Joanne Allen-Keeling - Parent member
 Richelle Lal, Katie Hunter, Joshua Ho – Year 10/11 student members
 Invited Guests – Richard James, Mitchell Weir (ISB Ed Qld) and Judy Ives

Apologies: Monique McMullen, Kristi Gooden
Secretariat: Joanne Allen-Keeling

Agenda Item	Minutes	Action	Paper circulated
1. Meeting Opening 1.1. Welcome 1.2. Acknowledgment of Country 1.3. Apologies 1.4. Previous Minutes 1.4.1. Confirmation n 1.4.2. Matters arising/Action List	1.1 Chair opened the meeting 1.2 Acknowledgement of Country 1.3 Apologies from Monique McMullen and Kristi Gooden 1.4 Previous Minutes: 1.4.1 Confirmation of previous minutes by Leigh. Motion to accept by Kim. 1.4.2 Matters arising from the previous minutes: <ul style="list-style-type: none"> • Joshua and Katie to discuss if either student would be prepared to stay on for another 12mths to provide some continuity for the new Yr 11 student member. Outcome - Katie Hunter will stay on and join new student member Richelle Lal. • Anne, Tim, Leigh and Jo to meet to develop an approach for moving the key strategic priorities forward - ongoing • Kim to explore whether any teachers would be interested in forming a grant writing committee - commenced • Leigh to share the Payne Rd master plan as an example for the Council - completed • Kim to draft a letter of complaint about the new cigarette/vaping shop from the School Council - completed 	Noting / Discussion	Minutes from 18/8/21
2. Matters for Discussion 2.1. Progressing Proposed School Master Plan	2.1 Progressing Proposed School Master Plan <ul style="list-style-type: none"> • Mitch (infrastructure advisor) led the discussion. • In the past DoE has funded some master plans. There are no plans for future funding at this stage. Key Learning – it's important to 		Masterplan brief



	<p>develop a realistic viable plan that can actually be delivered by DoE.</p> <ul style="list-style-type: none"> • Top areas of focus for TGSHS from Mitch’s perspective <ul style="list-style-type: none"> ○ Traffic management in front of the school (TMR, Council, school) ○ Administration facilities ○ Manual arts ○ Amenities (i.e. bathrooms) – this is a priority for the students as there are not enough female toilets and many of the toilets are in poor condition for both genders. • The three things that are important to increase the likelihood of future DoE funding for infrastructure are: <ol style="list-style-type: none"> 1. Having a master plan 2. Determining priorities from the master plan and putting these on the School Strategic Infrastructure Plan (SSIP) 3. Detailed designs that have had Quantity surveyor input for costing • Judy has gone Biscoe Wilson to get some preliminary costs for a master plan – 25K. Detailed designs would be on top of this. This will be subject to the normal DoE procurement processes using contractors on the SOA. • Discussion regarding the funding of this. Anne and Judy to present a list of priorities to the P&C. P&C executive will then decide what priorities and what proportion they could fund. 		
<p>2.2. Strategic focus areas for Council</p>	<p>2.2 Strategic focus areas for Council</p> <ul style="list-style-type: none"> • Anne tabled an ideation document/template for a potential School Council Strategic plan. Three priority areas: <ul style="list-style-type: none"> ○ Infrastructure and growth ○ Connections/engagement ○ Environment and sustainability • Discussion about the link between the infrastructure plan and how this can support areas that the school wants to excel at (i.e. arts, sport etc..) 	<p>The School Council is in support of the master plan being prioritised in 2022 and tabled to the P&C. Anne, Judy and Leigh to progress. A rep from School Council will be invited to attend a P&C meeting in the New Year to present.</p>	<p>Template for School Council Strategic plan document</p>
<p>2.3. Central Storage Area for Council documents</p>	<p>2.3 Central Storage Area for Council documents</p> <ul style="list-style-type: none"> • Ongoing challenges with DoE being able to give guest access to teams. 	<p>Tim to put the School Council Strategic plan template in a central location for all to input ideas into for discussion in the February meeting.</p> <p>Richard to pursue with Jerome. Leigh to approach P&C Qld re options. Joshua to think of ideas as well.</p>	



<p>2.4. Discuss dates for 2022 Council meetings</p>	<p>2.4 Discuss dates for 2022 Council meetings</p> <ul style="list-style-type: none"> • Week 5 of very term for 2022 on a Wed from 6.30-8.30pm. 	<p>Jo to identify those dates and send them to Richard to double check the school calendar.</p>	
<p>3. Meeting Close 3.1 Any other business 3.2 Review of actions 3.3 Next meeting</p>	<p>3.1 Any other business:</p> <ul style="list-style-type: none"> • The school council thanked Joshua Ho for his contributions to the council. • Welcome to new student member Richelle Lal who will be in yr11 in 2022 joining Katie Hunter who will be in yr12 in 2022. <p>3.2 Review of actions:</p> <ul style="list-style-type: none"> • 2.1 - The School Council is in support of the master plan being prioritised in 2022 and tabled to the P&C. Anne, Judy and Leigh to progress. A rep from School Council will be invited to attend a P&C meeting in the New Year to present. • 2.2 - School Council Strategic plan - Tim to put the template in a central location for all to input ideas into for discussion in the February meeting. • 2.3 – central storage for documents. Richard to revisit options with Jerome. Leigh to explore options through P&C Qld. Joshua to think of ideas as well. • 2.4 – School Council dates for 2022 - Jo to identify the week 5 dates and send them to Richard to double check the school calendar. <p>3.3 Next meeting: TBA Term 1 2022.</p>		