



ANNUAL GENERAL MEETING MINUTES

KATHERINE SOUTH PRIMARY SCHOOL

11/03/2024 KSPS LIBRARY 5PM

MEETING 1 OF 8

QUORUM

Item	Detail	Actions																														
1.	OPEN Meeting open at 05:13																															
2.	WELCOME <i>Elizabeth Moran</i> welcomed and thanked members, parents, staff community, and guests for attending the AGM.																															
3.	<p>ATTENDANCE</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Position (Member or Guest)</th> </tr> </thead> <tbody> <tr><td><i>Prudence Dickens</i></td><td></td></tr> <tr><td><i>Lyndie Watson</i></td><td></td></tr> <tr><td><i>Skye Miles</i></td><td></td></tr> <tr><td><i>Jypsie Hoult</i></td><td></td></tr> <tr><td><i>Kandance Watkinson</i></td><td></td></tr> <tr><td><i>Martha Luvet</i></td><td></td></tr> <tr><td><i>Marnie Hopkins</i></td><td></td></tr> <tr><td><i>Maria Lee</i></td><td></td></tr> <tr><td><i>Michelle Coburn</i></td><td></td></tr> <tr><td><i>Rachel Jay</i></td><td></td></tr> <tr><td><i>Karisa Morrison</i></td><td></td></tr> <tr><td><i>Michelle Righton</i></td><td></td></tr> <tr><td><i>Robert Chapman</i></td><td></td></tr> <tr><td><i>Kate McFarlane</i></td><td></td></tr> </tbody> </table>	Name	Position (Member or Guest)	<i>Prudence Dickens</i>		<i>Lyndie Watson</i>		<i>Skye Miles</i>		<i>Jypsie Hoult</i>		<i>Kandance Watkinson</i>		<i>Martha Luvet</i>		<i>Marnie Hopkins</i>		<i>Maria Lee</i>		<i>Michelle Coburn</i>		<i>Rachel Jay</i>		<i>Karisa Morrison</i>		<i>Michelle Righton</i>		<i>Robert Chapman</i>		<i>Kate McFarlane</i>		
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5.	CONFLICT OF INTEREST DISCLOSURE <i>Nil disclosed</i>																															
6.	MINUTES OF THE PREVIOUS ANNUAL GENERAL MEETING																															



KATHERINE SOUTH PRIMARY SCHOOL

<p><i>Motion: That the minutes of the 2023 AGM be accepted as a true and accurate record</i></p>			<p>Minutes tabled</p>
<p><i>Moved: Rachel Jay</i></p>	<p><i>Seconded: Kate Macfarlane</i></p>	<p><i>All in Favour</i></p>	<p><i>Carried</i></p>
<p>7. PRINCIPAL REPORT</p>			
<p><i>Brief recap provided by Marnie Hopkins</i> <i>Continue to support transitioning into the 21st century.</i> <i>Data available in report, the growth of the children able to be tracked.</i> <i>Focus on moving away from the PM benchmark.</i> <i>Musical occurred which happens every 2 years.</i> <i>STEAM, netball, rugby academy and dance items identified in full report.</i></p>			<p>Report tabled</p>
<p><i>Motion: That the Principal's Annual Report to the School Community be accepted</i></p>			
<p><i>Moved: Marnie Hopkin</i></p>	<p><i>Seconded: Kate MacFarlane</i></p>	<p><i>All in Favour</i></p>	<p><i>Carried</i></p>
<p>8. CHAIR REPORT</p>			
<p><i>Chair report and speeches written and presented last year.</i> <i>Biddy thanked those that have been on the school rep, acknowledged the challenging times and the events such science fare being fun and bring the school together.</i> <i>Fundraising events exceeded expectations and going towards the operational structure for a shed or something similar.</i> <i>Huge thank you to all involved.</i> <i>Biddy will no longer be sitting in the chair position and happy to provide support or guidance moving forward.</i></p>			<p>Report tabled</p>
<p><i>Motion: That the Chair's Annual Report to the School Community be accepted</i></p>			
<p><i>Moved: Elisabeth Moran</i></p>	<p><i>Seconded: Karisa Morrison</i></p>	<p><i>All in Favour</i></p>	<p><i>Carried</i></p>
<p>9. TREASURER REPORT</p>			
<p><i>Audit completed and no abnormalities found.</i> <i>Audit report printed and provided to all those attending with Kate re capping some key points.</i> <i>Income and expenditure statement discussed,</i> <i>Previous covid subsidy no longer available so noticeable different.</i> <i>Extra support staff were available last year due to the teacher roles not being able to be filled.</i> <i>After school care had extra cost due to extra activities as the program expended from 65 – 80 kids</i> <i>Purchase of IT and sound system.</i></p> <p><i>More detailed audit report and overview report completed by Shayla and presented by Kate.</i> <i>Data system increased with data being able to be stored in the one place and communicate with parents.</i></p>			<p>Report Tabled</p>
<p><i>Motion: That the Audited Financial Report be accepted</i></p>			
<p><i>Moved: Kate MaFarlane</i></p>	<p><i>Seconded: Biddy Moran</i></p>	<p><i>All in Favour</i></p>	<p><i>Carried</i></p>
<p>10. ELECTION</p>			
<p><i>i. Chair and Secretary position Vacant.</i> <i>ii. Kate MaFarlane will stay on as Treasure.</i></p>			



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	<p>iii. Currently 4 parent members positions vacant.</p> <p>iv. Michelle NT COGSO accepted as returning officer.</p> <p>v. Jessie Hillen resigned from parent member</p>	
Motion: That Michelle be appointed Returning Officer		
Moved: Bidy Moran	Seconded: Karisa Morrison	All in Favour
	<p>vi. Declaration of position All Positions vacant</p>	
	<p>vii. Nomination and election of Parent Members Prudence Dickenson Robert Chapman Candice Watkinson Martha Luvet Bidy Moran Karisa Morrison</p>	
	<p>viii. Acceptance of Teacher Members Jypsie Hoult – Teacher Anica Beckett – Acting Principal Marnie Hopkins – Assistance principal Rachel Jay – Senior Teacher Maria</p>	
	<p>ix. Acceptance of Student Members Nil Identified</p>	
11.	APPOINTMENT OF AUDITOR	
Motion: That auditor Andrew G Marshall be appointed for 2024.		Quotes tabled
Moved: Kate Mafarlane	Seconded: Bidy Moran	All in Favour
		Carried
12.	CLOSE AGM closed at 05.43pm ad then general conversations occurred to 6.03pm	

General discussion

- Reasoning about teachers only being 3 teacher roles due to needing the committee needing to be 50% parents attending.
- Best practice is to have 3 teachers roles including the principal due to the low number of parents members.
- Bidy expressed the importance of maintaining the 50% parent members.
- Who is the invited member, should be a voice from the community, local MLA or could be a parent but not as a parent rep but impact quorum.
- Michelle confirmed the invited members is to have skills or interest in improving the school and can provide advocacy.
- Invited member can be short time frames such as a term or as a year but cannot exceed the 2 years.
- Acting positions can be a member and is preferred that not Ap or senior roles as wanting grass roots teachers to provide information. It is up to the committee.
- Principals will also be on as they are a requirement.
- In future meeting should be held for teachers to nominate teacher for the position within the school council and was not completed within the school start