

## QEST Inc. ANNUAL GENERAL MEETING to be held via teleconference, Wednesday 29<sup>th</sup> July 2020

**Start:** 3.45PM

**Minutes taken by:** S O’Keeffe

- 1. Attendance:** Adamson L, Aird N, Bradford N, Benecke L (Guest), Tatzenko K, Cunningham V, Forrestal C, Frost O, Greenslade H, Gregory A, Hallett D, Hunter S, Peebles J, Groves M, Lewis S, Lloyd M, McIntyre J, O’Keeffe S, Parkes A, Seymour M, Shearer W, Walters J, Stevenson T(3.52pm), Timms K.
- 2. Apologies:** Adams S, Darby D, Harris J, Hunt K, Wolens S, Pope S, Futch C, Beckendorf K, Evans P, Burton J, Sheldrick M, Jordan V.

### 3. Minutes from the previous AGM

**Correction** – S Hunter be added to the attendance list

**Moved:** Sharon Hunter;

**Seconded:** Nikki Bradford

**Carried**

**MOTION:** That the minutes from the previous AGM, held 1st July 2019, are true and correct.

**Moved:** Sharon O’Keeffe;

**Seconded:** Sharon Hunter

**Carried**

### 4. President’s Report – Nikki Bradford

#### President Report, 2020 AGM

It has been a great year to celebrate the achievements of Queensland Education Science Technicians. ConQEST2019 inspired delegates in the theme “Destination Science – the places we can go”. Our focus has since been set on professional recognition of our roles in schools as “Science Technicians – the ultimate STEM resource”. Peer discussions prompted support for a name change from LABBIES to SCIENCE TECHNICIANS, on the DoE LIST SERVE discussion list. In support of our goal for recognition of technical skills, Corporate partner FS Alliance, aided this goal and successfully sought government C3G delivery funding for the Diploma in Laboratory Technologies. Funding gave members financial assistance in gaining this qualification.

QEST supported the Together Union delegates in their campaign to have DET staff translated from the operational to technical scale. This long fought campaign for recognition of the role in public schools is now a reality, with translation to the Technical stream and title change to ‘Science Technicians’ included in the Public Sector EBA. We salute all Union members who have been involved in this campaign for the past 20 years, and especially recognise those whose recent efforts backed with data, evidence and persistence, brought it to a close – Sandra Lewis, Megan Seymour, Sharon Hunter, Wendy Shearer and myself. Thank you to everyone who supported these members, from both sectors, the solidarity in this common cause has been most encouraging. Special mention also to the Together Union Assistant Secretary Kate Flanders and her Schools team, who supported the EBA requests throughout negotiations, standing beside union delegates every step of the way and fully supporting the campaign.

We celebrated the individual achievements of members Annette Gregory and Christine Kearnes, who received the 2019 Peter Doherty Outstanding STEM Support Officer award; and acknowledged the professional leadership of Megan Seymour and Wendy Shearer through peer nomination of the QEST Mike Bowles Award.

Acknowledgment of our role has led to collegial promotion of science and STEM in schools. QEST had representation at the prestigious DET STEM teacher symposium, became members of the JCQTA (Joint Council of Queensland Teacher's Associations), and our SETA representatives hold the positions of President and Secretary for 2020 year. QEST also had representation at LABCON 2019, giving opportunity for our Vice President Sharon Hunter to network with our professional equivalent in Victoria LTAV and form valuable relationships to assist her volunteer role.

Risks associated with the worldwide COVID-19 pandemic meant the cancellation of our much-loved annual conference, ConQEST2020. This has not held us back in delivering our association's primary mandates.

The QEST Inc. You-Tube channel, led by Christine Forrestal, has a significant following of 216 followers with 48 videos uploaded to date. Our focus has been primarily on the Senior Mandatory practicals, being the area of most recent change to our industry. The channel is fast becoming a valuable resource for all members and their schools, and has been promoted by our Corporate Partners during the learning@home phase of COVID-19 lockdowns. Stay tuned to the channel for our first "Watch party", where we join Stuart Lewis from Scientrific in watching his online support videos for schools. I am very proud of our 2019-2020 QEST representatives, their dedication to their roles and ability to work as a team, has benefited many of their peers across the state, through the promotion of our role in schools, provision of services to members, as well as extending training opportunities to non-members. In particular, I wish to acknowledge their professional efforts in securing a very exciting conference program in just 2 months. These wonderful volunteers rapidly adapted their focus in March, to brainstorming an alternative delivery of support and networking for our members, providing positive ideas and proactive solutions.

We are happy to announce that QEST members have access to the following:

- 10% discount with Hanna Instruments
- Subsidised regional workshops with Steve Garrett from Bio-tek (contact our Regional Coordinator to book your region's session)

Many of our ConQEST contributors have supported the necessary changes to science education due to COVID-19 with the provision of timely online resources and specialised safety equipment. These include Ciderhouse Tech, Pearson, Scientrific, Queensland Museum, the University of Queensland, Southern Biological, Westlab, Modern Teaching Aids.

QEST continues to be supported by Doug Bail and his team of programmers at Ciderhouse Tech through Website hosting and tailored programming of the QEST membership portal, which includes reporting features to assist volunteers in their roles. This support equates to a Platinum Sponsorship to our organisation, valued at over \$10,000. We are very grateful for this generous support.

QEST welcomes new ideas and initiatives. I thank those who have assisted in QEST's management, maintaining professional relationships with science education organisations, creating resources and sharing information with peers. Those who have been active in their representative roles, submitted articles for LabLINK and videos for the YouTube channel, are now in the running for the Sandra Lewis Achievement Award, a bursary to attend, our Victorian sister association's conference LABCON 2021. This award will be drawn at Bremer State High School during the AGM.

Next year, ConQEST21 will experience a sea-change, with the event being hosted on the Sunshine Coast in September school holidays. I look forward to working with QEST members in 2020-2021, to broaden our reach to Science Technicians throughout Queensland, continuing to grow our professional partnerships in the technical and practical delivery of Science Education.

**Nikki Bradford, QEST President 2014-2020**

**MOTION:** That the President's Report be accepted.

**Moved:** Nikki Bradford;

**Seconded:** Sharon O'Keeffe

**Carried**

5. Presentation of the Financial / Auditor's Report – Annette Parkes

## Balance Sheet

### Queensland Education Science Technicians

As at 30 April 2020

	NOTES	30 APR 2020	30 APR 2019
<b>Assets</b>			
<b>Current Assets</b>			
Cash and cash equivalents	2	25,648	18,008
Trade Debtors		231	635
<b>Total Current Assets</b>		<b>25,879</b>	<b>18,643</b>
<b>Total Assets</b>		<b>25,879</b>	<b>18,643</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade Creditors		807	-
<b>Total Current Liabilities</b>		<b>807</b>	<b>-</b>
<b>Total Liabilities</b>		<b>807</b>	<b>-</b>
<b>Net Assets</b>		<b>25,072</b>	<b>18,643</b>
<b>Members' Funds</b>			
Retained Earnings		25,072	18,643
<b>Total Members' Funds</b>		<b>25,072</b>	<b>18,643</b>
<b>Members' Funds</b>		<b>25,072</b>	<b>18,643</b>

(continued over)

# Income Statement

## Queensland Education Science Technicians For the year ended 30 April 2020

	NOTES	2020	2019
<b>Income</b>			
Membership Fees		7,860	6,979
Sales - Conference		35,767	34,615
<b>Other Income</b>			
Interest Received		278	438
<b>Total Other Income</b>		<b>278</b>	<b>438</b>
<b>Total Income</b>		<b>43,905</b>	<b>42,032</b>
<b>Total Income</b>		<b>43,905</b>	<b>42,032</b>
<b>Expenses</b>			
Bad debts		-	375
Audit Fees		1,408	1,375
Bank Charges		185	93
Donations		-	1,665
General Expenses		2,595	866
Insurance		852	1,228
Permits, Licenses & Fees		-	55
Postage		81	3
Printing & Stationery		3,039	1,918
Professional Development Conference		28,429	36,058
Subscriptions		464	852
Telephone		180	180
Travelling & Entertainment		193	4,995
Books & Publications		50	-
<b>Total Expenses</b>		<b>37,476</b>	<b>49,663</b>
<b>Profit/(Loss) for the year</b>		<b>6,429</b>	<b>(7,631)</b>

**MOTION:** That the QEST financial report for year ended 30<sup>th</sup> April 2020, as prepared by Gold Group Consulting, be accepted.

**Moved:** Annette Parkes;

**Seconded:** Jennifer Waters

**Carried**

### 6. Appointment of an Auditor – Jenny Walters

**MOTION:** That Gold Group Consulting of 56 Davenport St, Southport QLD 4215, be appointed as Auditor for the 2020 – 2021 financial year

**Moved:** Jenny Walters;

**Seconded:** Nikki Bradford

**Carried**

## 7. Membership Coordinator's Report – Jacqui Burton

### Membership Report, 2020 AGM

Current QEST has members in 198 schools across Queensland  
Of these 243 are Corporate memberships and 42 Individual memberships,  
with a total of 285 members registered on the portal.

I would like to thank the members for their patience and understanding while the QEST portal was under maintenance.

Thank you  
Jacqui Burton  
Membership Coordinator  
Prepared 21/07/2020

**MOTION:** That the Membership Coordinator's Report be accepted

**Moved:** Jacqui Burton;

**Seconded:** Nikki Bradford

**Carried**

## 8. SETA Report to QEST – Wendy Shearer

SETA report-QEST AGM by Wendy Shearer

This would be the most unusual year that anyone has had to report on, and it isn't over yet.

The ramifications of COVID-19 have been staggering to Australia and a disaster for the rest of the world. I truly think we are in "the lucky country" when I read on Facebook about what science education technicians are facing going back to work in England.

So many conferences have been cancelled already this year and there is uncertainty about any other professional development running, other than virtually, this year. I know myself that I am missing the new information and ideas as well as the human element of catching up with people, renewing old acquaintances and making new ones.

The competition at the beginning of the year for two members to attend CONASTA in Canberra this year was cancelled. MTA (Modern Teaching Aids) kindly gave all entrants all a \$50 voucher.

SETA, with MTA's sponsorship, is again running the competition. The competition to win \$1000 towards registration and accommodation or airfare towards attending CONASTA in 2021 will close on 31<sup>st</sup> July.

The winners will be announce during #STARweek.

This is a competition that we hope will continue in partnership with MTA for many years to come.

#STARweek is an opportunity for schools nationwide to celebrate and recognise the professional support, invaluable knowledge and experience that we contribute to the schools in which we work.

With thanks to Ciderhouse, SETA has a webpage: [www.starweek.org.au](http://www.starweek.org.au) where there is a gallery to upload photos of some of the wonderful things we have been doing during the year. These photos MUST NOT include images of students. We are hoping to have input from people all over Australia.

During #STARweek we encourage you to sit, have a cuppa and check out the photos of your colleagues and hopefully yourselves also. If you have trouble uploading any photos you can send them to: [Julie.Carey@education.wa.edu.au](mailto:Julie.Carey@education.wa.edu.au)

We would also like photos demonstrating how much your staff appreciate you 😊

A big thankyou goes to Ciderhouse Technology for the #STARweek which you may have received.

The government has not been forthcoming in funding Science ASSIST and they have been unable to secure funding past December 2020. Therefore Science ASSIST is now setting up the website for it to be subscription based. They are seeking commitment now from schools for the \$150 yearly subscription. If not enough schools indicate by December that they will take up the subscription then, unfortunately, the service will close. So I encourage you all to speak to your Science Heads of Department regarding Science ASSIST.

SETA is in the process of getting the Professional Standards for Australian School Science Laboratory Technicians endorsed by all the state and territory Science Teacher Associations. The document has already been endorsed by the national body, ASTA.

It is pleasing to see that it has already been looked at for industrial reasons and an RTO (Registered Training Authority).

At this AGM, Christine Kearns will not renominate as a SETA representative. Christine has been SETA secretary for a year. I will miss Christine's input, organisational skills and secretarial abilities.

**MOTION:** That the SETA Report be accepted

**Moved:** Wendy Shearer

**Seconded:** Christine Kearnes

**Carried**

### **Election of Office Bearers**

*Nikki Bradford invited Louanne Benecke to the chair for the election of office bearers.  
All positions were declared vacant.*

#### **President:**

- Nikki Bradford of Pittsworth SHS, Nominated by Sharon O'Keeffe, Lockyer District SHS;  
Seconded by Sharon Hunter, Victoria Point SHS Elected Unopposed

Nikki returned to the chair for the remainder of the meeting.

#### **Vice President:**

- Sharon Hunter of Victoria Point SHS, Self Nominated. Seconded by Wendy Gibson, Victoria Point SHS Elected Unopposed

#### **Secretary, Minutes**

- Sharon O'Keeffe of Lockyer District High School, Gatton; Self nominated; Seconded by Nikki Bradford, Pittsworth SHS. Elected Unopposed

**Secretary, Correspondence:** *NIL RECEIVED - Position to be combined with the Minutes Secretary*

#### **Treasurer:**

- Jennifer Walters of Bowen SHS, Nominated by Nikki Bradford, Pittsworth SHS, Seconded Sharon O'Keeffe, Lockyer District SHS Elected Unopposed

**Assistant Treasurer:** *NIL RECEIVED, Not required with the appointment of a volunteer book keeper.*

#### **Membership Coordinator**

- Jacqui Burton of Wellington Point SHS; Self nominated; Seconded by Nikki Bradford, Pittsworth SHS. Elected Unopposed

#### **Webmaster**

- Annette Gregory, Ignatius Park College, Townsville: Self Nominated; Seconded by Nikki Bradford, Pittsworth SHS, Pittsworth Elected Unopposed

#### **LabLINK Editor**

- Michelle Sheldrick, Mary McKillop College, Nundah: Self Nominated; Seconded by Sharon O’Keeffe, Lockyer District SHS, Gatton. Elected Unopposed

**LabLINK Subcommittee Members** *(positions are not limited)*

- Jamie McIntyre, Centenary Heights SHS, Toowoomba: Self Nominated. Seconded by Jenny Robertson, Centenary Heights SHS, Toowoomba Elected Unopposed
- Katherine Tatzenko, Palm Beach Currumbin SHS: Self Nominated. Seconded by Kylie Hockeridge, Palm Beach Currumbin SHS Elected Unopposed

*Further Nominations were called from the floor of the AGM*

- Annette Parkes (Pending membership approval) Self Nominated. Seconded S Hunter Elected Unopposed

**ConQUEST Coordinator:**

- Sharon Hunter of Victoria Point SHS, Self Nominated. Seconded by Nikki Bradford of Pittsworth SHS Elected Unopposed

**ConQUEST Subcommittee Members** *(positions are not limited)*

- Margot Lloyd, St. Theresa’s Catholic College, Noosaville: Self Nominated. Seconded by Sharon O’Keeffe Lockyer District SHS, Gatton. Elected Unopposed
- Paul Evans, Kawana Waters State College. Nominated by Nikki Bradford, Pittsworth SHS. Seconded by Sharon O’Keeffe Lockyer District SHS, Gatton. Elected Unopposed
- Andrew Hoschke, Maleny SHS: Self Nominated. Seconded by Sharon O’Keeffe Lockyer District SHS, Gatton. Elected Unopposed
- Olivia Frost, Caloundra SHS, Self Nominated. Seconded by Kym Hunt, Caloundra SHS Elected Unopposed
- Kym Hunt, Caloundra SHS: Self Nominated. Seconded by Olivia Frost, Caloundra SHS Elected Unopposed
- Cheryl Tsan, Redeemer Lutheran College: Self nominated. Seconded by Sharon O’Keeffe, Lockyer District SHS, Gatton Elected Unopposed

*Further Nominations were called from the floor of the AGM*

- Annette Parkes (Pending membership approval) Self Nominated. Seconded K Tatzenko, Palm Beach Currumbin SHS Elected Unopposed
- Jennifer Walters of Bowen SHS Self Nominated Seconded N Aird, Fairholm College Toowoomba Elected Unopposed

**Social Media Coordinator:** *NIL RECEIVED, Nominations shall be called from the floor of the AGM*

- N Bradford of Pittsworth SHS, Self Nominated. Seconded K Tatzenko, Palm Beach Currumbin SHS Elected Unopposed

**You Tube Administrator:**

- Christine Forrestal, Springfield Central SHS: Self Nominated. Seconded by Christine Weller, Springfield Central State High School Elected Unopposed

**Regional Coordinator:**

- Megan Seymour, Bremer SHS, Ipswich; Self-Nominated; Seconded by Sandra Lewis, Bremer SHS, Ipswich; Elected Unopposed

**Region Representatives**

- **SC** - Margot Lloyd, St. Theresa's Catholic College, Noosaville: Self Nominated. Seconded by Sharon O'Keeffe Lockyer District SHS, Gatton. Elected Unopposed
- **NQ** - Annette Gregory, Ignatius Park College, Townsville: Self Nominated; Seconded by Sharon O'Keeffe, Lockyer District SHS, Gatton Elected Unopposed
- **WM** - Megan Seymour, Bremer SHS, Ipswich; Self-Nominated; Seconded by Sandra Lewis, Bremer SHS, Ipswich; Elected Unopposed

*Further Nominations were be called from the floor of the AGM*

- **FNQ** – Karen Timms, Tully SHS; Self Nominated. Seconded Sharon O'Keeffe, Lockyer District SHS Elected Unopposed
- **SB** – Helen Greenslade, Kingaroy SHS; Self Nominated. Seconded Sharon O'Keeffe, Lockyer District SHS Elected Unopposed
- **DD** – Linda Adamson, Toowoomba Grammar; Self Nominated. Seconded Veronica Cunningham, Toowoomba Grammar. Elected Unopposed

**General Committee Members:** *(positions are not limited)*

- Margot Lloyd, St. Theresa's Catholic College, Noosaville: Self Nominated. Seconded by Sharon O'Keeffe Lockyer District SHS, Gatton. Elected Unopposed
- Christine Weller, Springfield Central State High School: Self Nominated. Seconded by Nikki Bradford, Pittsworth SHS, Pittsworth Elected Unopposed
- Sandra Lewis, Bremer SHS, Ipswich; Self Nominated. Seconded by Megan Seymour, Bremer SHS, Ipswich; Elected Unopposed

*Further Nominations were be called from the floor of the AGM*


- Helen Greenslade, Kingaroy SHS; Self Nominated. Seconded K Tatzenko, Palm Beach Currumbin SHS Elected Unopposed

**Seta Representatives:**

- Wendy Shearer, Redcliffe SHS: Self Nominated. Seconded by Christine Kearns, Redcliffe SHS. Elected Unopposed
- Vicky Jordan, Varsity College: Self Nominated. Seconded by Nikki Bradford, Pittsworth SHS. Elected Unopposed

**AGM Closed:** 4.07pm

I declare this to be a true and accurate recording of the meeting

**Signed:**   
 \_\_\_\_\_  
 Nikki Bradford, QEST President

24/08/2020  
 (date)



## **GENERAL MEETING of members opened by the incoming President**

### **1. Sandra Lewis Achievement Award**

Draw was conducted at Bremmer SHS

- 2 members who have contributed to LabLINK or YouTube channel from MAY 2019 – APRIL 2020;
- 2 current QEST 2019-2020 representatives; and
- 2 stand ins for each category.

### **QEST CONTRIBUTORS**

1. Michelle FIELD – Springfield Central SHS
2. Olivia FROST – Caloundra SHS

### **Reserves:**

3. Annette HENDRICKX – Shailer Park SHS
4. Narelle NASH – Mercy College, Mackay

### **QEST REPS**

1. Helen GREENSLADE – Kingaroy SHS
2. Christine WELLER – Springfield Central SHS

### **Reserves:**

3. Jamie McINTYRE – Centenary Heights SHS
4. Christine FORRESTAL – Springfield Central SHS

2. Christine Forrestal is organising a Watch Party for a virtual workshop on the 28<sup>th</sup> August run by Stuart Lewis from Scientrific. If you wish to practice using google meet contact Christine.

3. Sharon Hunter is in negotiation to hold ConQEST 2021 at the Sunshine Coast in the September Holidays 2021 TBC.

**Next Management Committee Meeting:** 10<sup>th</sup> August 3.45pm Monday

**Meeting Closed:** 4.15pm

I declare this to be a true and accurate recording of the meeting

**Signed:**

  
\_\_\_\_\_  
Nikki Bradford, QEST President

24/08/2020

(date)