

**CAMMERAYGAL HIGH SCHOOL  
PARENTS AND CITIZENS ASSOCIATION**

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***Confirmed minutes from CHS P and C Association general meeting 2015.6, held on Tuesday 1 September 2015 at 7.00pm, in the CHS Staff Room***

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**Attendees:** Naina Gupta (President), Sarah Culhane (vice-President), Elyse Sainty (Vice-President), Jenny Riseborough (Treasurer), Anne-Lise Daniel (Secretary), Bernard Babus, Priscilla Feehelly, Paul Fletcher, Elspeth Froude, Annette Grundy, Deb Lee, Kathy Melky (Principal), Jacqueline Payne (Head Teacher, English), Bhalinder Singh, Kathryn Spillane, Alison Robson, Jeffery Russell, Anna Warren

**Apologies:** Belinda Kent

The minutes are reported in the order of the agenda.

**1. Welcome and apologies.**

Naina presented the acknowledgment to country and welcomed all attendees to the meeting. Apologies as listed above were noted.

**2. Minutes from previous meeting**

*Motion: that the Minutes from the 4 August June 2015 meeting be accepted as a true record.*

*Moved by: Alison Robson. Seconded by: Priscilla Feehelly. All agreed.*

***Motion carried.***

**3. Business arising from the minutes of the previous meeting**

There was no business arising.

**4. Standing items**

**4.1 Collection of membership fee**

Anne-Lise reminded all attendees that, under rule 7 of the CHS P&C, a membership fee of \$1 (one dollar) was to be paid by members in order to have voting rights at the general and annual general meetings of the P&C.

**4.2 Working with Children check.**

Anne-Lise reminded all attendees that all adults interacting with Cammeraygal High School students in the course of P&C supported activities must complete a Working with Children Check. The WWC number issued by the Office of the Children's Guardian, as well as your surname and date of birth must be provided to the School and P&C Secretary for records.

**4. Correspondence**

There was no correspondence for noting or discussion.

**6. Reports**

**6.1 School Principal's report**

Kathy reported on the following:

- Fantastic behaviour of the students who continued to be focused in class. Staff had been advised to continue to keep the students engaged and focused until the end of the semester.
- Parents were encouraged to keep an eye on the Student Portal to help students meet deadlines for assignments.

- 32 students participated in the Leadership camp. Feedback from staff and students was very positive.
- Nominations were underway for the School captains and other leadership positions.
- The School was planning the move to the next part of the Campus scheduled early next term.
- Official School opening scheduled on Friday 13 November, between 12:15pm and 1:00pm.
- School Plan has been finalised. The focus was on getting teaching and learning right in the core areas to best prepare students for Stage 6.
- NAPLAN results: the data was very positive and the results were a credit to the feeding primary schools. Areas for improvement had been identified and will be the focus on teaching and learning strategies.

**Action:** Kathy to discuss with the P&C Executive the P&C's involvement on the Opening Day.

Jacqueline Payne, Head Teacher, English, presented the School's teaching and learning strategies to improve students' literacy skills, in light of the NAPLAN results.

## **6.2 President's report**

Naina reported that she attended the Regional P&C meeting. This was an opportunity to meet some of a few key people and share information. Naina reported that the following was discussed at the meeting:

- Announcement of new Cammeraygal Senior Campus.
- Works undergoing on a number of local schools in the area.
- The UTS Campus at Linfield was to be transformed onto a K-12 campus, with specialised resources and facilities to be shared between several high schools in the area.

Naina also informed members that the North Sydney Demonstration School has invited CHS to join their end of the end year festival. Naina invited feedback on whether the CHS P&C should participate and, if yes, what form this participation should take.

## **6.3 Treasurer's report**

Jenny reported on the following:

- There was \$2,640 (two thousand six hundred and forty dollars) in the bank.
- 16 families had paid the P&C contribution to date.

**Actions:** Kathy to check:

- whether its is possible for parents to get a statement showing all payments they have made through the School online payment system.
- whether she can provide the P&C Treasurer with a list of the parents who have paid the P&C contribution via the School payment system.

## **7. General business**

### **7.1 Governance matters**

No governance matters were discussed.

### **7.2 Social Events and Fundraising Sub-committee report**

Priscilla spoke to the Social Events and Fundraising sub-committee report which was circulated prior to the meeting. The following was also discussed:

- Cotsco membership for P&C association not advantageous.
- CAPA Soiree on 4/09: sub-committee will organise nibbles.
- P&C to organise a BBQ on the Opening day, 13/11.
- Proposal for an end of year diner for Year 7 students. The idea was supported by the P&C Committee. The diner could be held on the same day as the School Presentation.

**Action:** Priscilla to submit to the next P&C meeting a wishlist, with costing, of items to be purchased for the Social Events and Fundraising sub-committee.

*Motion: that \$360 (three hundred and sixty dollars) be allocated to the Social Events and Fundraising sub-committee to purchase bolts of black and red fabric.*

*Moved by: Elyse Sainty. Seconded by: Alison Robson. All agreed.*

**Motion carried.**

### **7.3 Sports Sub-committee**

Alison spoke to the Sports sub-committee report which was circulated prior to the meeting. The following was also discussed:

- Additional basketball hoops with backboards were required. The P&C Committee discussed whether these should be funded by the P&C and agreed that other funding options should be explored.
- View access to the P&C bank account would be given to the Sports sub-committee to facilitate communication with families about payments.

**Action:** Anne-Lise to draft a call for a Grants Coordinator for inclusion in the next School newsletter.

### **7.4 Communication**

**Action:** Anne-Lise to organise an automated reminder to all P&C members to submit their items for the School newsletter to Tamara Hankinson.

### **7.5 Uniform**

Paul reported on the following:

- Second-hand shop: will be organised in collaboration with the School, but will be managed and staffed by parents. Operations will be revisited in 2016 when there will be more available space.
- Short shorts: the uniform company advised that the design of the shirt had not changed, but it was possible that the model sold at the fitting in 2014 was different from the model elected by the School.
- Long sleeve shirts: samples would be available at the November meeting and new shirts could be introduced in 2016.
- Girls' tie available from the uniform website.
- Tracksuit: not yet available.

### **7.6 Canteen**

Kathy reported that there had been no changes to the Canteen since the last meeting.

### **7.7 Music sub-committee**

Elyse reported on the following:

- The Concert Band would join the Chatswood High School Junior Band on a Band Tour in week 2 of term 4.
- The idea of a Rock Band was back on the agenda.

### **7.8 Community sub-committee**

Elspeth reported that she had provided website resources to the School. Kathy advised that the School was following up on the links and was looking into a number of initiatives.

*There being no other business, the meeting closed at 9:10pm.*

**Remaining meeting dates for 2015**

Term 4 (6 October – 16 December): 6 October, 3 November; 1 December (AGM)