

**CAMMERAYGAL HIGH SCHOOL  
PARENTS AND CITIZENS ASSOCIATION**

***Confirmed minutes from CHS P and C Association general meeting 2015.8, held on Tuesday 1 December 2015 at 7.00pm, in the Performance Arts Theatre***

**Attendees:** Naina Gupta (President), Sarah Culhane (Vice-President), Elyse Sainty (Vice-President), Jenny Riseborough (Treasurer), Anne-Lise Daniel (Secretary), Kathy Melky (Principal), Jodi Arrow (Deputy Principal), Bernard Babus, Bridget Bobkowski, Angela Brothers, Michelle Calder, Priscilla Feehelly, Paul Fletcher, Elspeth Froude, Joanna Graham, Russell Jeffery, Helena Johnstone, Belinda Kent, Amanda Petrides, Alison Robson, Megan Salmon, Peta Turner, Victoria Waller, Anna Warren

**Apologies:** no apologies were received

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.

**2. Minutes from previous meeting**

*Motion: that the Minutes from the 3 November 2015 meeting be accepted as a true record.*

**Approved.**

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

<b>Responsibility</b>	<b>Actions</b>	<b>Status</b>
<b>Meeting 2015/7 (3.11.15)</b>		
Naina and sub-committees convenors	Provide flyers for Orientation pack to Kathy within 2 week (Item 6.1)	Not all information was provided for inclusion in the pack that was sent to families. Remaining information would be distributed on Orientation Day.
Kathy	To organise for P&C donations to be transferred into the P&C bank account (Item 6.3)	Cheque for \$6,500 (six thousands five hundred dollars) ready for Treasurer to collect at the Office.
Sports sub-committee	Provide information to Kathy about the extra-curricular sporting activities organised by the P&C for publication on the School website (Item 7.3)	Information was provided and would be posted on the school website.
<b>Meeting 2015/6 (1.915)</b>		
Priscilla	Submit to the next P&C meeting a wishlist, with costing, of items to be purchased for the Social Events and Fundraising sub-committee (Item 7.2)	Submission of the list deferred to 2016.
Kathy	<ul style="list-style-type: none"> <li>Check whether its is possible for parents to get a statement showing all payments they have made through the School online payment system (Item 6.3)</li> </ul>	No progress

	<ul style="list-style-type: none"> <li>• Check whether she can provide the P&amp;C Treasurer with a list of the parents who have paid the P&amp;C contribution via the School payment system. (Item 6.3)</li> </ul>	
<b>Meeting 2015/5 (4.815)</b>		
Kathy	Check whether it will be possible to pay sports registration through the School online payment system (Item 6.3)	No progress

#### **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 using the form from the Department of Education and Communities.

##### **Action:**

- Kathy to organise for link to the Working with Children Check form to be added to the Sports webpage on the School website.
- Kathy to provide the Sports sub-committee with the list of WWC forms already submitted to the school.
- Alison to provide Kathy with the list of people (e.g. parents, coaches) involved in P&C sports activities

#### **5. Correspondence**

There was no correspondence for noting or discussion.

#### **6. Reports**

##### **6.1 School Principal's report**

Kathy welcomed the future Year 7 parents who attended the meeting. She reported on the following:

- Orientation Day on 3 December: the opportunity for new families to purchase the uniform and pay the school and P&C contributions.
- Presentation Day on 16 December: all parents have been invited to attend the event. A large variety of awards related to the School values to be distributed to students.
- End of year reports ready to be sent home by week 11.
- School magazine to be sent home on 16 December.
- Activities organised in the last week of school: excursions to Sydney University and Wet & Wild. Fun activities at school and presentation on last day of school.
- 2016 back to school dates: Year 7: Thursday 28 January; Year 8: Friday 29 January
- Canteen: feedback from survey organised by the School Council: prices too high; quality of the food not consistent; cold pies.
- Staffing in 2016: increased numbers of staff from 13 in 2015 to 21 in 2016. All staff confirmed, including a Gifted And Talented Coordinator. Kathy still to meet some of the new staff. Most staff to be full-time.

##### **6.2 President's report**

Naina reported that she attended a North Sydney Council meeting to discuss the following:

2015.8 (1.12.15)\_Unconfirmed Minutes.docx

- Drop-off and pick-up zone around the school: Council would provide 7 spots around the School for ½ hour
- Bus drop-off and pick-up zone being considered for 2016
- School zone signage to be added around the school

Naina suggested that a guest speaker be invited to the school to talk to students about the danger of using mobile devices while walking to and from school.

### **6.3 Treasurer's report**

Jenny tabled the 2015 report.

## **7. General business**

### **7.1 Governance matters**

No matters were discussed under this heading.

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

Priscilla reported on the following:

- \$205 had been raised from the BBQ on the Opening day.
- Families were asked to bake goods for the Orientation Day. Cakes were required for the Opening Day.
- A sign-up sheet was being circulated to collect the names of volunteers to help with the BBQ and cake stall on the Orientation Day.

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

Alison reported on the following:

- The sub-committee was still looking for someone to assist with grants applications.
- An online registration system had been set up with link from the P&C sports webpage on the school website.
- Registration were opened for 2016.
- All sports offered in 2015 would continue to be offered in 2016, with the addition of netball.

### **7.4 Communication**

No matters were discussed under this heading.

### **7.5 Uniform**

Paul reported on the following:

- Noone would be present at the Orientation Day and uniform fitting should be a smoother process than last year.
- Long sleeve shirts would be available in 2016.
- Girls and boys ties would be compulsory uniform items in 2016.

Paul presented a sample of straw hat for girls. The Committee acknowledged that such hat could not be made compulsory. The Committee noted that the hat was quite expensive and that it was difficult to introduce it as an optional item at this stage due to the requirement to order a minimum of 100 pieces.

In response to questions from parents, Kathy confirmed that:

- the cap had to be the uniform cap with the school logo, and that the cap was not a compulsory uniform item.
- the school bag could be any black backpack.

### **7.6 Canteen**

Canteen matters were discussed and reported under the Principal's report heading.

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

**Motion:** *that the P&C passes its congratulations onto Tara Fermor and Antony McGuirr for their fantastic work with the band in 2015.*

*Moved: Paul Fletcher*

*Seconded: Elyse Sainty*

**Approved.**

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

Anna reported on the following:

- the Mater Garden was a private property. The sub-committee would still continue to investigate opportunities to develop a community garden in the space.
- Opportunities for activities with the Mater Hospital were limited due to OH&S regulations. Possibility for the vocal ensemble and dance group to perform.
- Connections had been established with local indigenous artists.

*There being no other business, the meeting closed at 8:30pm.*

#### **Meeting dates for 2016**

Term 1 (28 January - 8 April): 1 March; 5 April

Term 2 (27 April - 1 July): 3 May; 7 June

Term 3 (19 July - 23 September): 2 August; 6 September

Term 4 (10 October - 16 December): 8 November; 6 December (AGM)