

**CAMMERAYGAL HIGH SCHOOL
PARENTS AND CITIZENS ASSOCIATION**

Confirmed minutes from CHS P and C Association general meeting 2016.5, held on Tuesday 2 August 2016 at 7.00pm, in the CHS Performance Arts Theatre

Attendees: Elyse Sainty (President), Sarah Culhane (Vice-President), Victoria Waller (Vice-President), Anne-Lise Daniel (Secretary), Jenny Riseborough (Treasurer), Bernard Babus, Bridget Bobkowski, Priscilla Feehelly, Naina Gupta, Belinda Kent, Mahesh Manna, Kathy Melky (Principal), Prerna Rajpal, Alison Robson, Anna Warren, Mary-Ann Webb

Apologies: Jodi Arrow, Paul Fletcher, Helena Johnstone, Srma McQuilan, Amanda Petrides

The minutes are reported in the order of the agenda.

1. Welcome and apologies.

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

2. Minutes from previous meeting

Motion: That the Minutes from the 7 June 2016 meeting be accepted as a true record.

Moved: Alison Robson. Seconded: Belinda Kent.

Carried.

3. Business arising from the minutes of the previous meeting

3.1 Outstanding items from previous meetings

| Responsibility | Actions | Status |
|--------------------------------|--|--|
| Meeting 2016/4 (7.6.16) | | |
| Kathy | Follow-up with the teachers about what equipment can be wear by students when playing zone soccer (item 8.5) | Closed A note was sent home to inform parents that wearing shinpads was advised. |
| Meeting 2016/3 (3.5.16) | | |
| Elyse | Write to the Department of Education to raise the P&C concerns about the safety of the court (item 8.2) | Closed As there had been no satisfactory response from the Department to the concerns already raised by the School, the Letter drafted by the P&C will be sent to the Department. |
| Srma | Prepare a report for Kathy on the Connective and SchoolStream apps (item 8.3) | Pending |
| Paul | Get a quote for two brimmed hat options from the | Closed |

| | | |
|-------|--|---|
| | uniform supplier (item 8.4) Include a note in the newsletter to encourage families to donate their second-hand items (item 8.4) | A decision was made that hats will not be an optional uniform item for the time being. A note was included in latest newsletter. Second-hand items sale to be held on orientation day. |
| Elyse | Organise a survey to get families' feedback on topics they would like to be presented at the P&C (item 10) | Pending |

In relation to the court, Kathy advised that, to meet standard Department of Education requirements, the School needed to sign a Community Agreement with the P&C covering the use of the court, and other school facilities, by the P&C outside school hours.

Actions:

- Kathy and Elyse to follow-up on the Community Agreement.
- Anne-Lise to review the product disclosure statement of the P&C insurance to check what is covered with regards to students being injured during P&C-run activities.

4. Standing items

4.1 Collection of membership fee

As per agenda.

4.2 Working with Children check

As per agenda.

5. Correspondence

There was no correspondence to be noted.

6. Reports

6.1 Principal's report

Kathy reported on the following:

- Anti-bullying Policy: The policy was available on Sentral. Students had been consulted on the Policy and the Student Representatives Council presented the main points of the policy to students through a role-play. Experience of bullying at CHS was quite minimal and the school was keeping an eye on behaviours which may lead to bullying. When issues arose, they were immediately addressed with student using a range of methods, starting with mediation.
- Subject selection for Year 8 students: students had received information about the range of elective subjects available in Year 9 and had been asked to shortlist their preferred subjects. Students will meet with their Learning Coach and a presentation for parents and students will be held on Monday 8 August. The School will try to offer the widest possible

range of subjects. Caps on student numbers will be set for subjects such as Food Technology and Industrial Technology due to space restrictions and safety requirements. Caps were not expected on the other subjects.

- Senior campus: with the growing number of in-area enrolments (140 in-area applications for year 7 starting in 2017), the School would like to push for the Senior Campus to be open to Years 10, 11 and 12. This meant that the Department of Education needed to start planning very soon for the senior campus to open in 2018.
- Rooftop court: there were no news from the Department of Education about the net.

Action: Elyse to draft a letter to the Department of Education on the P&C's behalf to raise the urgency of planning for the senior campus in time for opening in January 2018.

6.2 President's report

Elyse thanked all those involved in the Bake Stall on Election Day.

6.3 Treasurer's report

As circulated prior to the meeting.

7. Governance

There was no item under this heading.

8. General business

8.1 Communication Sub-committee

Motion: that \$100 (one hundred dollars) be allocated to the development of a website for the P&C; and that the ongoing monthly expenditure of \$35 (thirty five dollars) for the maintenance of the website be approved.

Moved: Anna Warren. Seconded: Sarah Culhane.

Carried.

8.2 Community and Environment Sub-committee

Anna reported on the following:

- The sub-committee had secured a \$3,000 (three thousand dollars) grant to set up the kitchen garden.
- Universal Peace Day on Saturday 6 August. The School may want to acknowledge the event at Assembly on Friday 5 August.

The Committee supported, in principle, that the Social Justice Committee participates in activities with the House of Welcome, a charity supporting refugees.

The Committee agreed to organise a working bee mid-September to plant the screening next to the lunch area along the Pacific Highway. The Committee also agreed that the length of the screening should be extended, which would require the purchase of additional plants and soil. Kathy advised that the cost of the screening could be shared with the School.

Motion: That an additional \$220 (two hundred and twenty dollars) be allocated to the purchase of plants and soil to be planted in the area along the Pacific Highway to screen the lunch area, noting that this amount is in addition to the \$630 (six hundred and thirty dollars) approved at meeting 16/4 on 7.6.16.

Moved: Anna Warren. Seconded: Vicky Waller.

Carried.

8.3 Music Sub-committee

Bridget reported on the following:

- The Vocal Ensemble will take part in the 2016 School Spectacular.
- The various music groups will perform at the CAPA on 9 September.

Kathy confirmed that a group of approximately 50 students, including the Band, would likely visit Coonamble High School, CHS Partner school, in week 3 of Term 4.

8.4 Social and fund-raising Sub-committee

Priscilla reported on the following:

- \$1358 (one thousand three hundred and thirty eight dollars) were raised by the Bake Stall on Election Day.
- CAPA soirée: P&C will organise drinks and nibbles.
- The Social Bowling event, cancelled due the bad weather, will be on again in late August, early September. Date to be determined.
- The Sub-committee would like to get a large P&C promotional canvas to display during P&C run events, as well as a couple of large esky on wheels.

Motion: that \$400 (four hundred dollars) be allocated to the purchase of two large esky on wheels for use the Social and Fund-raising Sub-committee.

Moved: Vicky Waller. Seconded: Elyse Sainty.

Carried.

8.5 Sports Sub-committee

Alison reported on the following:

- Soccer: the teams will get together on 25 August to celebrate the end of the season. Teams were being organised to take part in the 6-aside summer competition.
- Cricket: season was about to start.
- Tennis: the Sub-committee was trying to put together a team to take part in the tennis School Championships on 1 September.
- Basketball: all the teams were full. An extra team of Year 7 girls had been set up.

The Committee discussed the possibility to set up scholarships, funded by parents' donations, for students who could not take part in P&C-run activities due to financial hardship.

8.6 Uniform Sub-committee

There was no report from the Uniform Sub-committee.

9. Presentation by school staff

There was no presentation by School staff.

10. Other business

Kathy asked whether the P&C would like to sponsor prizes to be handed out to students on Presentation Day.

Action: Executive Committee to discuss the prizes at its next meeting.

There being no other business, the meeting closed at 8:40pm.

Remaining meeting dates for 2016 (First Tuesday of the month during school term)

Term 3 (19 July - 23 September): 6 September

Term 4 (10 October - 16 December): 1 November; 6 December (AGM)