

CAMMERAYGAL HIGH SCHOOL PARENTS AND CITIZENS ASSOCIA

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Approved minutes from CHS P and C Association general meeting 2017.4, held on Tuesday 6 June 2017 at 7:00pm, in the Staff Common Room

Attendees: Elyse Sainty (President), Sarah Culhane (Vice-President - Chair), Anne-Lise Daniel (Secretary), Jenny Riseborough (Treasurer), Jodi Arrow (Deputy Principal), Nirmala Achilinyam, David Astridge, Bridget Bobkowski, Angela Bothers, Janice Choi, Roger Clarke, Priscilla Feehelly, Tania Ferguson, Elspeth Froude, Joanna Graham, Natalie Grace, Robyn Grant, Russell Jeffrey, Belinda Kent, Julie-Anne Lacko, Bianca Lopes, Andrew McGrath, Marge McInnes, Srma McQuillan, Kathy Melky (Principal), Jane Merrett, Anthony Quinn, Alison Robson, Megan Salmon, Mary Tazawa-Lim, Nick Townsend, Mary-Anne Webb, Margriet Wooldridge, Issa Zuhair

Apologies : P. Fletcher, V. Waller

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 2 May 2017 meeting be accepted as a true record.

Moved: Alison Robson. Seconded: Sarah Culhane.

Carried.

3. Business arising from the minutes of the previous meeting

3.1 Outstanding items from previous meetings

Responsibility	Action	Status
Meeting 2017/3 (2.5.17)		
Music Committee	Contact Sharon Sands about the timpani (item 6.6)	Completed
Secretary	Include Second-hand uniform shop on agenda for discussion at the June meeting	Deferred to August meeting
Well-being committee	Re-circulate survey for feedback (item 6.10)	Completed
Elyse	Circulate all email addresses and log-in details as Sub committees need to be checking these regularly (Other business)	Completed

4. Standing items

4.1 Collection of membership fee

As per agenda.

4.2 Working with Children check

As per agenda.

5. Correspondence

[NSW P&C Federation bulletins and journals](#)

6. Reports

6.1 Principal's report

Kathy reported on the following:

- Senior Campus (*prior to the meeting attendees were able to view high level plans for the new senior campus at an information booth*):
 - Kathy stated that her priority was that the senior campus was delivered on time to enable effective teaching to start on day 1 of term 1 2019. She expressed concern that the discussion between the P&C and the DoE around the potential to extend the school hall to include a roof-top court would delay the approval process and delivery date. This could in turn affect parents' decision to keep their Year 11 children at the school in 2019. Kathy noted that the current Pacific Highway campus would be at absolute capacity in 2018 (approx 550 students while the site was initially designed for 480) with no scope to accommodate senior students in 2019.
 - There have been many discussions with the project team about the unique needs of a 'split campus' school and Kathy is working with the DoE to deliver the best fit-outs possible within the requirements, as well as to get additional staff to support the two sites (e.g. librarian, counsellor).
 - Kathy agreed that discussions around planning ideally would have started earlier and acknowledged that the DoE consultation process could have been more open and inclusive of parents/families.
 - In answer to parents' questions, Kathy noted that in terms of technology, optimal WIFI was a priority.
- Year 7, 8 and 9 were in Assessment period and staff were drafting semester 1 reports.
- Parents/teachers interviews will be in week 10. There was discussion about potential options to ensure interviews are kept to the allotted time.
- Congratulations to the debating teams, who have been competing successfully and have learnt a lot from the Masters Academy program.
- Percussion Ensemble played very well at the Sydney Eisteddfod.
- Athletics Carnival: one of the most successful to date, with great team spirit on display.
- Four new School Captains had been elected. They would remain Captain until the end of Year 10. Members of the SRC had also been elected.

6.2 President's report

Elyse reported on the following:

- Senior Campus:
 - The P&C is keen to explore whether there are co-funding opportunities to extend the hall to include a roof-top court, noting that time is pressing and that the DA will need to be lodged very soon. Elyse had a positive discussion with the Mayor of North Sydney Council, Jilly Gibson, about the potential for Council to support an amendment and provide funding. The idea was positively received as sporting

facilities are under pressure with the large population growth in the council area. Council will give preliminary consideration to the proposal at their June meeting. The P&C would need to follow-up with the DoE to investigate how co-funding could work without delaying the project.

- In the ensuing discussion, David raised concerns about the lack of dialogue between the P&C and the DoE. David thought that it was still possible to alter the design of the hall within the existing budget, but that the fact that the DoE did not want to disclose the budget had been problematic. Alison suggested that the P&C contacted Gladys Berejiklian, local member and NSW Premier, to raise the case, especially in light of her recent announcement about additional education funding.
- Elyse outlined the next steps to move the matter forward:
 - The good attendance at the DoE booth on the night sent a strong message that the community was engaged with the project and keen to get an optimal outcome.
 - Parents should fill in the paper and online survey made available by the DoE, raising any issues or ideas they have (not just about the roof-top court option).
 - The P&C would continue to discuss co-funding options with the North Sydney Council and DoE.
 - Parents who want to see the rooftop court extension included in the plans were encouraged to write individually to the local members and Premier to seek support for exploring this option.
- Uniform
 - Senior students: in answer to a question from parents, Kathy advised that the consultation process with the students had already started and confirmed that parents will, of course, be consulted through the P&C about the proposed options. The preference was to keep changes to a minimum in order to reduce the cost for families.
 - Non-gender specific uniform: Parents and students had approached Elyse about presenting uniform options as non-gender specific. Kathy agreed that this could be considered.
- Canteen: a new menu had been developed, more in line with the healthy canteen guidelines. Parent representatives (Lori and Katie) were meeting with the canteen operator to finalise the menu. There was some discussion about whether any drinks should be sold at the canteen, or whether students should be encouraged to drink tap water (on environmental and health grounds). The canteen contract expires at the end of the year and Kathy is following up with the DoE about the timelines for the re-tendering process.
- P&C Family contribution: Year 8 & 9 families have not yet been asked for their Family Contribution for this year, and this will be sent out next term (amount set as per motion below). There was discussion about how to optimise the number of families that pay both the school fees and the P&C contribution. The P&C would prefer the P&C Family contribution to be included in the school invoice, however Kathy expressed concerns that this approach could adversely impact the number of families that pay the school contribution and fees. Suggestions were made, including that the school invoice be split between semester 1 and semester 2 to reduce the burden of costs at the start of the

school year, and that the school could send more reminders to families to help them stay on top of what payments are due.

Motion: that the 2017 Cammeraygal High School P&C contribution be set at \$250 (two hundred and fifty dollars) for the first child and \$150 (one hundred and fifty) for each additional child attending the school.

Moved: Marge McInness. **Seconded:** Angela Brothers.

Carried

Action: Elyse and Kathy to discuss how best to collect future P&C contributions during term 4.

6.3 Treasurer's report

As tabled.

Motion: that the P&C authorise the monthly expenditure of \$40 (forty dollars) for cloud based accounting package Xero.

Moved: Jenny Riseborough. **Seconded:** Priscilla Feehelly.

Carried.

7. Governance

There was no business under this item.

8. General business

8.1 Communication Sub-committee

Srima reminded the sub-committees to send her updates for the website so that the content can be kept as current as possible.

8.2 Community and Environment Sub-committee

Marge reported on the following:

- Building on the recent 'War on Waste' program, the committee will be focussing on improving recycling within the school, including through providing options for soft plastic recycling.
- Request that regular contact be organised with Ms Perry at a convenient time so that the P&C can support the various activities undertaken within the school about community and environment (for example through grant submissions or working bees).

Action: Kathy/Jodi to liaise with Ms Perry to set up regular contact with the sub-committee.

Motion: that the P&C authorise the expenditure of \$225 (two hundred and twenty five dollars) to purchase a recycling bin for soft plastics.

Moved: Marge McInness. **Seconded:** Anthony Quinn.

Carried

8.3 Music Sub-committee

- As outlined by Kathy, Ms Wiktorowicz has been able to source some quality second hand timpanis to replace the items loaned by Chatswood High. Parents who attended the performance of the Percussion Ensemble at the Eisteddfod noted that there was a lack of instruments compared to other schools. Elyse noted that some items will be purchased through the Wishlist but that the music budget (including capital expenditure) had been passed back to the school to manage this year. Suggestion made that the Music Sub-committee conduct some specific fund-raising activities.
- Concert Band will be playing at the Crows Nest Festival. Feedback about all the ensembles has been very positive, and parents asked whether there would be more performance opportunities to enable parents to see them play. Jodi advised that she would look into the possibility of a performance later this term or next term, perhaps in conjunction with another school event such as parent teacher nights.

8.4 Social and fund-raising Sub-committee

Belinda reported on the following:

- Wishlist: Approximately \$6,000 (six thousands dollars) had been raised against at the wishlist at the Parents Social Night, but an additional \$5,000 (five thousands dollars) would be necessary to purchase partially funded items.
- Social events: the next social event, a walk and picnic at Balmoral Beach, was scheduled on Sunday 18 June (weather permitting). Everyone encouraged to come along.

Motion: *That the P&C funds the remaining items on the 2017 Wishlist to an amount of up to \$5,000 (five thousands dollars)*

Moved: *Belinda Kent. Seconded:* Priscilla Feehelly.

Carried.

8.5 Sports Sub-committee

Alison reported on the following:

- End of the basketball competition.
- More girls needed for the Year 7 and Year 8 soccer teams.

8.6 Uniform Sub-committee

In Paul's absence, the discussion about the second-hand uniform was deferred to the August meeting.

8.7 Wellbeing Sub-committee

The Sub-Committee reported on the following:

- They had met with Pip Hicks to discuss the activities and programs organised by the school ("Resilience Doughnut" and "Smiling Mind") to see how P&C activities could complement those efforts.
- A survey to collect ideas from the School community about the various activities the P&C should develop/support would be sent shortly.

Motion: that the P&C authorised expenditure of up to \$50 (fifty dollars) for a SurveyMonkey package to facilitate the collection and analysis of survey data.

Moved: Megan Salmon. **Seconded:** Elyse Sainty.

Carried.

9. Presentation by school staff

There was no presentation.

10. Other business

Year 9 Camp: no Year 9 Camp had been planned for 2017. The school will consider this but is conscious there have been a large number of other camps and excursions this year. If a camp is organised it would be in Term 4.

Elyse expressed the Committee's thanks to Srma and David for their involvement in the planning discussions for the senior Campus, and to Marge for organising refreshments for the meeting.

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

Meeting dates for 2017 (First Tuesday of the month during school term)

Term 3 (18 July - 22 September): 1 August; 5 September
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Term 4 (9 October - 15 December): 7 November; 5 December (AGM)
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