

# CAMMERAYGAL HIGH SCHOOL PARENTS AND CITIZENS ASSOCIATION

## AGENDA

General meeting 2018.01 on Tuesday 13 February 2018  
at 7:15pm in the Staff Common Room

Items	Doc./speaker
<b>1. WELCOME AND APOLOGIES</b>	Chair
<b>2. MINUTES FROM PREVIOUS MEETING (FOR APPROVAL)</b>  <i>Motion: that the Minutes from the 5 December 2017 meeting be accepted as a true record.</i>	2
<b>3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETINGS</b>	3
<b>4. STANDING ITEMS (for noting)</b>	
<b>4.1 Collection of membership fee</b>  <i>Rule 7 of the Rules of the Cammeraygal High School Parents and Citizens Association: Any person eligible for membership may become a member or renew membership by paying the required membership fee of \$1 to the Treasurer, after any general meeting. Membership will remain current until the close of the annual general meeting in the following year. The Secretary shall be responsible for maintaining an up-to-date register of membership be paid to the Secretary.</i>	As per agenda
<b>4.2 Working with Children Check</b>  <i>All adults interacting with Cammeraygal High School students in the course of P&amp;C supported activities must complete Working with Children Check using the <u>NSW Education and Communities form</u>. In addition, the person also needs to complete a 100-point check and submit this information to the School and P&amp;C Secretary for records.</i>	As per agenda
<b>5. CORRESPONDENCE</b>  <a href="#"><u>NSW P&amp;C Federation bulletins and journals</u></a>	Chair
<b>6. ELECTION OF OFFICE BEARERS</b>  <i>Nominations are called to fill office bearer and sub-committee vacancies.</i>  1) <i>President</i>  2) <i>Sports sub-committee.</i>	Chair
<b>7. REPORTS</b>	
<b>7.1 School Principal and Deputy Principal's reports</b>	Kathy/Jodi
<b>7.2 President's report</b>	Chair
<b>7.3 Treasurer's report</b>	Jenny
<b>8. GOVERNANCE</b> There is no business under this heading.	

**9. GENERAL BUSINESS**

<b>9.1 Communications Sub-committee</b>	Elyse
<b>9.2 Community and Environment Sub-committee</b>	Marge
<b>9.3 Music Sub-committee</b>	Melinda
<b>9.4 Social events/fundraising Sub-committee</b>	Deb
<b>9.5 Sports Sub-committee</b>	TBC
<b>9.6 Uniform Sub-committee</b>	Jo
<b>9.7 Wellbeing Sub-committee</b>	Megan

**10. PRESENTATION**

There is no presentation scheduled.

**11. OTHER BUSINESS**

**Remaining meeting dates for 2018**

Term 1 (30 January - 13 April): 3 April

Term 2 (1 May – 6 July): 5 June; 3 July

Term 3 (24 July - 28 September): 7 August; 4 September

Term 4 (15 October - 19 December): 30 October; 27 November (AGM)

CAMMERAYGAL HIGH SCHOOL  
PARENTS AND CITIZENS ASSOCIATION

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**Unconfirmed minutes from CHS P and C Association general meeting 2017.8, held on Tuesday 5 December 2017 at 6:30pm, in the Staff Common Room**

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**Attendees:** Elyse Sainty (President), Sarah Culhane (Vice-President), Victoria Waller (Vice-President), Anne-Lise Daniel (Secretary), Jenny Riseborough (Treasurer), Jodi Arrow (Deputy Principal), Janyce Choi, Mat Denny, Allison Fox, Joanna Graham, Helena Johnstone, Belinda Kent, Julie-Anne Lacko, (arrived at 7pm), Srma McQuillan, Kathy Melky (Principal), Melinda Randall, Alison Robson, Megan Salmon, Mary-Anne Webb

Sarah Culhane, Srma McQuillan, Alison Robson and Victoria Waller left the meeting at 7:00pm.

**Apologies :** Paul Fletcher, Marge McInnes

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 November 2017 meeting be accepted as a true record.*

*Moved: Victoria Waller. Seconded: Belinda Kent.*

**Carried.**

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

**3.1 Outstanding items from previous meetings**

Responsibility	Actions	Status
<b>Meeting 2017/6 (5.9.17)</b>		
Jenny	Organise a Building Fund (Item 6.3)	Carried over
<b>Meeting 2017/4 (6.6.17)</b>		
Elyse and Kathy	Discuss a collaborative approach to collect school and P&C contributions in 2018 (item 6.2)	Resolved. P&C fee will be included on School Fee Notice

**4. Standing items**

**4.1 Collection of membership fee**

As per agenda.

**4.2 Working with Children check**

As per agenda.

**5. Correspondence**

No correspondence was reported.

## **6. Reports**

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

Kathy reported on the following:

- Orientation Day: Thank you to the P&C for its role in organising the event and to all the parents/carers that helped on the day.
- Enrolments for 2018 (at the time of the meeting):
  - Year 7: 139 students
  - Year 8: 142 students
  - Year 9: 109 students
  - Year 10: 120 students
- Staffing for 2018:
  - There had been very positive developments, with Kathy negotiating with the Department of Education (DoE), underlining the specific difficulties and requirements of a school with two sites. The aim was to keep the school operating as one school, with the same teachers teaching across both sites and a coherent curriculum and approach from Year 7 to 12.
  - There would be 12 new teachers starting in 2018.
- Canteen: A new provider, Cupcakes and Canapés, had been selected as result of the tendering process. The company already supplies a number of schools in the local area.
- Early info night for Year 10 will be organised in 2018 to provide information, and debunk some of the misconceptions, about doing the HSC in a brand new school.
- Multisport courts: the court on Hazelbank Street will be resurfaced in January, followed by the rooftop court once some engineering issues have been resolved.
- Lockers: the lockers would be moved to a different location as their current location resulted in creating a bottleneck.
- Senior Campus: the DA had been approved a couple of weeks prior, but variations to the multi-purpose hall were still being discussed, with even the initial design of the hall now being questioned as being too expensive. As a result, he plans had not yet received the final sign-off.

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

Elyse thanked all parents and carers that helped organising and were present on Open Day.

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

As tabled. The Committee noted that there \$63,000.00 (sixty three thousands dollars) in the bank.

## **7. Governance**

No item was discussed under this heading.

## **8. General business**

### **8.1 Communication Sub-committee**

Mailchimp had been loaded with the contact details of current Year 7, 8 and 9.

## **8.2 Community and Environment Sub-committee**

The Committee discussed the following in relation to the proposed motion for funding for solar panels and air conditioning:

- Concerns that the savings the school will make on its power bills as a result of the the solar panels will be 'absorbed' by the DoE through funding cuts.
- Funding of the solar panels and air conditioning by the P&C should be used as a PR exercise to promote how the P&C Contribution and fundraising initiatives benefit the School community.

**Action:** Kathy to seek clarification from the DoE whether a reduction of the School's power bills could lead to a reduction in the total School funding allocation.

*Motion: That \$44,000.00 (forty four hundred thousands dollars) be allocated to the purchase of solar panels and air conditioning, this amount including GST and representing approximately half of the cost, with the other being funded by the Department of Education (DoE)*

*Subject to the savings on power bills benefiting the school and not being appropriated by the DoE.*

*Moved: Elyse Sainty. Seconded: Jenny Riseborough*

***Carried***

## **8.3 Music Sub-committee**

The Committee noted the following:

- Band Camp will be held fro Friday night to Monday in March 2018
- Band uniform: families would be able to buy the Band shirt from the Uniform Shop.

## **8.4 Social and fund-raising Sub-committee**

The Committee noted the following:

- Orientation Day: \$1,300 (one thousand three hundred dollars) was raised from the sausage sizzle and cake stall.
- 2018: Social Night at the beginning of the year, with more fundraising; push for more sponsorships; suggestion to do more social events for parents only.

## **8.5 Sports Sub-committee**

No report.

## **8.6 Uniform Sub-committee**

The Committee noted the following:

- Second hand uniform: \$200 (two hundred dollars) were raised from the second hand uniform stall on Orientation Day. Having a second hand uniform stall at various school events attended by parents was likely to be the most efficient approach to providing second hand uniforms in the short term.

- Senior Uniform: the new Senior Uniform shirt will not be available from Term 1 2018. Year 10 students will only be expected to wear the current school uniform in Term 1 and will switch to the new uniform from Term 2.

**Action:** Include a note on the P&C website and in the first 2018 newsletter to remind/encourage parents to bring to the School their second hand uniform items.

### **8.7 Wellbeing Sub-committee**

The Committee noted that the Sub-committee was looking at various options for speakers on the theme of Resilience and whether some events could be organised in collaboration with other schools.

### **9. Presentation by school staff**

There was no presentation.

### **10. Other business**

There was no other business.

*There being no other business, the meeting closed at 7:50pm.*

### 3. Business arising from the minutes of the previous meetings

Responsibility	Actions	Status
<b>Meeting 2017/6 (5.9.17)</b>		
Jenny	Organise a Building Fund (Item 6.3)	Carried over
<b>Meeting 2017/8 (5.12.17)</b>		
Kathy	Seek clarification from the DoE whether a reduction of the School's power bills could lead to a reduction in the total School funding allocation.	
Elyse	Include a note on the P&C website and in the first 2018 newsletter to remind/ encourage parents to bring to the School their second hand uniform items.	