

Confirmed minutes from CHS P and C Association meeting 2018.1, held on Tuesday 13 February 2018 at 7:15pm, in the Staff Common Room

In Attendance: Elyse Sainty (Chair part-meeting), Srima McQuillan (Chair part-meeting), Allison Fox (minute taker), James Abbott, Meg Ambrose, Catherine Atherton, Bernard Babus, Robert Blayney, Bridget Bobkowski, Janice Choy, Lisa Cohen, Sarah Culhane, Maryanne Docker, Kristina Dodds, Priscilla Feehelly, Joanna Graham, Russell Jeffery, Belinda Kent, Geraldine Kok, Caroline Kostamo, Julie-Anne Lacko Durran, Jean-Pierre Le Loc'h, Deb Lee, Fiona Mather, Angela Pearson, Antje Robinson, Ann See, Toru Sugwata, Kirill Zorin, Kathy Melky (Principal) and Jodi Arrow (Deputy Principal)

Apologies : nil

The minutes are reported in the order of the agenda.

1. Welcome and apologies.

Elyse Sainty presented the acknowledgment to country and welcomed all attendees to the meeting. There were no apologies.

Elyse explained the president position was currently vacant however it was agreed Elyse would chair the meeting until a new president was appointed.

2. Minutes from previous meeting

Motion: That the Minutes from the 5 December 2017 meeting be accepted as a true record.

Moved: P.Feehelly. Seconded: B.Kent.

Carried.

3. Business arising from the minutes of the previous meeting

3.1 Outstanding items from previous meetings

| Responsibility | Actions | Status |
|---------------------------------|---|--|
| Meeting 2017/6 (5.9.17) | | |
| Jenny | Organise a Building Fund (Item 6.3) | Carried over |
| Meeting 2017/8 (5.12.17) | | |
| 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. | Carried over. No guarantees of future DoE funding model but policy currently being reviewed. |
| 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. | Carried over |

4. Standing items

4.1 Collection of membership fee

As per agenda.
 \$27 was collected from attendees.

4.2 Working with Children check

As per agenda.

5. Correspondence

As per agenda.
 Mail received and will be checked and reported at the next meeting

6. Election of office bearers

Following the election of office bearers at the AGM in December, it was explained that there were still two vacancies, President and Sports Sub-Committee Coordinator. Outgoing office bearers Elyse Sainty and Alison Robson provided a role and responsibilities for President and Sports Coordinator respectively.

Kathy Melky acted as the Returning Officer for the elections.

Office bearers and sub-committee convenors were elected as follows:

| Position | Nominee | Nominated by | Seconded by | Results |
|-----------|-----------------|---------------|-------------|---------|
| President | Srima McQuillan | Sarah Cardine | Allison Fox | Elected |
| Sports | No nomination | N/A | N/A | Vacant |

New President Srima McQuillan assumed the role of Chair. Srima thanked Allison and Elyse for their service. Srima asked attendees to note that no nominations for the Sports Convener role and this was a crucial role that coordinated communication across all the different sports and their volunteers.

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| <i>Action: President and A. Robson to look at volunteers to take on the position.</i> |
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6. Reports

6.1 Principal's report

New canteen operator

Kathy introduced with pleasure, the new canteen operator, Cupcakes and Canapes representative (Dan).

Dan explained that he is currently working on the feasibility of an online ordering system as well as additional ways to help speed up the lunchtime queues. Children can currently order and pay at recess and then use an express pickup line at lunch. There is also VISA or MASTERCARD Tap and Go facilities. Dan also explained that the core menu was still being

finalised as it became clearer what dishes were more or less popular. Once confirmed the full menu and details will be sent out.

All food made fresh daily onsite. For children who have allergies and dietary requirements, Dan can be contacted directly to work out menu plans and provides full ingredient lists for each menu item.

Canapes and Cupcakes can also work with the school or P&C on events, parties and fundraisers.

Kathy thanked Dan for joining the meeting and asked parents to support the canteen.

New teaching staff

Kathy introduced the numerous new staff that commenced working at the school this year, explained some departmental head changes and announced that Mr Peter Barraclough would be in the role of Acting Deputy Principal for Years 7 and 8. The role would be filled followed normal DoE processes. Kathy asked for volunteers from amongst the P&C members to speak with the President if they were interested in sitting on a merit selection panel.

Music and ensemble update

Kathy introduced music teacher, Kate Wictorowicz who provided an update on the ensemble music program which encompasses concert, jazz band, sax, brass and percussion. Kate showed example of the ensemble program shirts. Noone school wear is ready to take the order and Kathy needs final numbers so the uniforms will be ready start of term 2.

Numbers update

Total enrolment is currently at 502, and whilst lower than anticipated only a small few left to travel and go to other schools. DoE has been supportive and the school is fully staffed. Kathy asked for parents support in payment of voluntary fees, and clarified that these are not P&C fees. P&C Fees will be on the bill in term 2.

Year 10

Deputy Principal, Jody Arrow announced a Year 10 information night on 6th of March to help provide relevant information for year 10 and HSC preparation. Year 10 students will also spend a day hearing about what is the “HSCs, ATAR, ROSA” etc, mandatory English subjects and levels and mathematics levels. All students will have an opportunity to pick subjects of interest and then participate in a mock class. All subjects up on offer and the school will try and run as many as possible based on popularity. The goal is to help students understand what it is like to be an HSC student, see what their interests are and have the opportunity to try it out and change their mind before they need to make decisions.

Air-conditioning

Peter Barraclough provided an update of the solar panels for air-conditioning funded by the P&C. Tenders going out this week.

Srima thanked Kathy, welcomed the new teachers and reiterated the P&C support for the efforts of staff.

6.2 President's report

Srima provided an update on the senior campus, and announced some wins with the DA approved in November last year. Srima commended Kathy who fought hard for the senior campus. A more detailed update will be provided at the next P&C meeting.

Srima announced that March 13th will be an annual brainstorming meeting for parents for fundraising ideas. Contact Srima for details.

6.3 Treasurer's report

No report tabled

7. Governance

No item was discussed under this heading.

8. General business

8.1 Communication Sub-committee

Elyse directed members to the P&C website which is updated throughout the year and asked for suggestions and feedback.

8.2 Community and Environment Sub-committee

No report tabled

8.3 Music Sub-committee

No report tabled

8.4 Social and fund-raising Sub-committee

Deb Lee announced a meet and greet for parents on March 20 from 6pm to 9pm. Parents are asked to bring a play and purchase drinks.

Action: Secretary to investigate eft payment system for the night.

Action: Add to newsletter

Deb also asked Kathy for a wish list on behalf of the teachers.

8.5 Sports Sub-committee

Alison Robson thanked all volunteers for their support for each team. Alison reiterated the need for more basketball players.

8.6 Uniform Sub-committee

There will be a second-hand uniform sale in term 2. Details will be in the newsletter.

8.7 Wellbeing Sub-committee

Last year the sub-committee surveyed all parents as to what they are interested in and are currently preparing ideas for speakers. It was noted most people who responded preferred evening not mornings.

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 8:59pm.