
Approved minutes from CHS P and C Association meeting 2019.03, held on Tuesday 04 June 2019 at 6:45pm, at the CHS Senior (West St) Campus in the Music Room

In Attendance: Srma McQuillan (Chair), Allison Fox (minute-taker), Geraldine Allan-Willcock, Bernard Babus, John Bonsor, Andrew Boyce, Chris Chambers, Janice Choy, Sarah Culhane, Jo Graham, Robyn Grant, Diane Jackson, Laurens Libeton, Kathy Melky, Jane Merrett, Angela Pearson, Alison Robson, Mary Tazama-Lim, Claire Wallis, Susanna Westling, Julian Wilcock, Kerrie ,

Apologies: Belinda Kent and Amanda Petrides

The minutes are reported in the order of the agenda.

1. Welcome and apologies.

Following a presentation from the CHS brass and guitar ensembles, Srma McQuillan opened the meeting at 7:00pm noting a quorum was present and welcomed members and visitors to the meeting. It was noted that the P&C membership is now over 60 members.

2. Minutes from previous meeting

Motion: that the Minutes from the 2nd April 2019 meeting be accepted as a true record.

Moved: Julian Wilcock **Seconded:** Geraldine Allan-Wilcock

Carried

3. Business arising from the minutes of the previous meeting

Resp.	Actions	Status
Meeting 2019.1 (05-Mar-19)		
Jane Merrett	The list of requirements has been sent for tender and quotes will be presented to P&C for decision.	Addressed in agenda Item 6.2
Meeting 2019.2 (02-Apr-19)		
Srma	Term 2, reminder for P&C contribution payment.	In progress, communication in support of contribution being written.
Srma	Invite parents to join the "CHS parent network" Facebook group.	Complete

4. Correspondence

No correspondence reported.

5. Reports

5.1 Principal's Report

Kathy informed the members of a school with student numbers at 642, well and truly settled in for the year across both campuses. Numbers for 2020 and looking strong and those in the catchment area not choosing CHS electing to attend private schools. Staffing is stable and recent appointment to head of Administration Mr Damien Lee has helped significantly the Vice-Principles focus on their core roles. Kathy encouraged parents to read the CHS Annual report on the CHS website (<https://cammeraygal-h.schools.nsw.gov.au/about-our-school/school-planning-and-reporting.html>)

Kathy informed the members that the much-anticipated Junior campus rooftop basketball is now completed and being utilised for sporting activities. The Senior campus Hall is on track for completion before end of Term 3 as planned.

5.2 President's report

Srima reported the social gathering at Malabar restaurant in May with over 20 parents which generated ideas for social gatherings and discussed the student's year 10 and year 12 formals. Srima informed the members that student formals were not organised by the school and the P&C is not able to organise or run a school formal. Should students wish to have a formal then it would need to be organised by the students and parents.

The P&C led and run after-school sports participation is very high and there are new sports to be offered however a "new sport" coordinator is required to assist with the initial interest and set-up.

Action: Seek volunteer for New Sport Start-up Coordinator from the parent community

5.3 Treasurer's report

As tabled

Action: Review P&C contribution fees and propose new structure for 2020 considering ease of administration and table at AGM for approval.

5.4 Social Subcommittee report

Mother's Day Breakfast

P&C members acknowledged the excellent contribution of Chris Chambers and all the other super Dads to the success of the second annual Mother's Day breakfast. XXX tickets were sold, with a total profit of \$587.

Action: Call for volunteers for Trivia Night committee.

5.5 Uniform Subcommittee

The Uniform Subcommittee has received repeated requests for a smaller backpack. A sample was shown to the members via Noone. It was suggested to ask Noone for one with a bottle holder and for pricing.

Action: Obtain pricing for smaller backpack with bottle holder

6. General Business

6.1 CHS Robotics club funding

Susanna Westling on behalf of the CHS Robotics club tabled a request of the P&C to fund a mentor for their club. The paper was circulated to members ahead of the meeting was discussed. A review of the income from contribution fees this year caused concern that this was over 40%. It was agreed that the P&C should support start-ups clubs and acknowledged the excellent fundraising by the club.

Motion: The P&C approve funding up to \$8,800 for a mentor for the First Robotics Competition and First Lego League Teams for the 2019 and 2020 seasons should the team be unable to find suitably experienced volunteer from the P&C community.

***Motion was introduced by Susanna Westling. Motion not seconded.
Motion Failed.***

Motion: The P&C approve a \$2000 grant to help the Robotics club fund equipment which could also be utilised in iSTEM class learning.

***Motion was introduced by Srima McQuillan and was seconded by Laurens Libeton.
Carried***

6.2 Junior Campus Cleaning

Following input from the social committee and direction at previous meeting, Mr Baraclough and Jane Merrett sort quotations from several suppliers for cleaning some general maintenance. Several companies declined to participate due to the size of the job. The quotation came back at just under \$10,000. The list of requirements was reviewed, prioritised and it was suggested that the top priorities be high pressure hard surface cleaning which amounted to \$5,200.

Motion: The P&C approve funding up to \$11,000 for extensive cleaning of the junior campus following a tender process conducted by the school.

P&C members raised concerns about the high cost of cleaning and the departments funding of cleaning. It was clarified by Kathy Melky that the schools is cleaned and funded for cleaning within the WHS and education department standards.

***Motion was introduced by Jane Merret. Motion not seconded.
Motion Failed.***

6.3 Special Resolution to Change to P&C Rule 17

A special resolution to change Rule 17 of the “Rules of the Cammeraygal High School Parents and Citizens Association”. The changes were tabled and circulated prior to the meeting for review by members.

Special Resolution: The P&C approve the change of rule 17 replacing “audited financial accounts” with “draft financial accounts”.

Members discussed the tabled paper and raised concerns about changing the rules as we continue to grow.

***Motion was introduced by Angela Pearson. Motion not seconded.
Motion Failed.***

It was noted that in previous years the P&C had decided not to audit the accounts due the size and turnover. There was a general consensus that as we grew this would be required and it should be completed as once off for 2018 and prior years.

Action: Obtain quote for audit

6.4 Building fund campaign update

It was reported that the group of members who gathered in April to discuss the “Buy-a-brick” suggestion for a building fund campaign that this sort of campaign may be suitable for a one off, but would not be suitable for an annual fundraiser. The profit after materials and labour would be less

than the annual trivia night. It may be suitable for 2020 with a full school of all grades as a once off fundraiser (approx. profit \$10-\$15k)

6.5 SRC Funding Request

Will be tabled at next meeting

6.6 CHS Social Events calendar

Upcoming social events

- **Year 7 Parents Night out**, planning for June 27th, Kara coordinating
- **Father's Day breakfast** will be on Thursday 29th August and hosted at the senior campus.
- **Annual trivia Night** will be Saturday 26th October with a Halloween theme. More volunteers are required for the organising committee.
- **Mum's Night out**, will be a Saturday night in August, up to 38 people @ \$50 per head paint and drink.
- **Dad's Night** TBC, callout to volunteer to assist Karl Risenborough organise.

Action: Seek volunteers for Trivia Night committee.

6.7 Facebook Forum & Feedback to Executive

Srima shared feedback received through the facebook forum.

The next meeting will be at Senior Campus, in the Music room on Tuesday July 2nd at 6:45pm

There being no other business, the meeting closed at 8:45pm.