
Confirmed minutes from CHS P and C Association meeting 2018.3, held on Tuesday 5th June 2018 at 7:15pm, in the Staff Common Room

In Attendance: Srma McQuillan (Chair), Allison Fox (minute-taker), Bridget Bobkowski, Janice Choy, Sarah Culhane, Daniela Gaete-Muller, Helena Johnstone, Caroline Kostamo, Deb Lee, Marge McInnes, Jane Merrett, Angela Pearson, Amanda Petrides, Jenny Riseborough, Anna Warren and Tim Warren.

Apologies : Elyse Sainty and Megan Salmon

The minutes are reported in the order of the agenda.

1. Welcome and apologies.

Srma McQuillan opened the meeting at 7:22pm and welcomed attendees to the meeting. Bridget Bobkowski presented the acknowledgment to country.

2. Minutes from previous meeting

Motion: *That the Minutes from the 3rd April 2018 meeting be accepted as a true record.*

Moved: *Sarah Culhane*

Seconded: *Anna Warren*

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. <i>Update 13/2</i> <i>No guarantees of future DoE funding model but policy currently being reviewed.</i>	Addressed in item 6.4
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. <i>Update 3/4</i> <i>Second hand uniform stall for mothers days event.</i>	Completed
Meeting 2018/1 (13.02.18)		
Chair and A.Robson	Seek volunteers for Sports Coordinator. <i>Update 3/4</i> <i>Differrent roll, well supported now, still pending</i>	Carried over

4. Standing items

4.1 Collection of membership fee

Noted as per agenda

4.2 Working with Children check

Noted as per agenda

5. Correspondence

NSW P&C Federation general bulletins and journals are posted on the P&C [website](#). There was no additional correspondence tabled at the meeting.

6. Reports

6.1 Principal's report

Kathy Melky presented the CHS strategic plan for 2018-2020, a copy of the presentation is posted on the school [website](#).

Parent voluntary P&C contribution invoices were emailed to parents earlier this term. So far, the school has received \$21,000 and will transfer the funds to the P&C this month. Kathy thanked all the parents who had already paid and for parents who participated in the working bee.

Kathy informed the P&C that merit selection for staff recruitment has commenced, however there are still more opportunities for parents to be involved on a panel. Interested parents and carers should register their interest with the P&C.

6.2 President's report

Srima started by thanking everyone who volunteered their time towards the Mother's Day event and those who attended the event. The P&C is planning an event for Father's Day in September.

With the annual fundraiser coming up, the social committee is seeking \$2,000 seed funding for deposits for the event. The motion was notified in the agenda papers sent out to members ahead of the meeting.

Motion: That the P&C approve \$2,000 to be given to the social committee towards the annual fundraiser

Moved: Caroline Kostamo

Seconded: Marge McInnes

6.3 Treasurer's report

Income from the Mother's Day event was just over \$3,000, some invoices are still coming in, a final reconciliation will be available at the next meeting.

The P&C currently has \$95,000 in the bank and have received an invoice from the department for \$20,000 for air-conditioning. It was confirmed through previous minutes

that the P&C had already approved the funding of the air-conditioning and therefore directed Jenny to pay the invoice.

6.4 Solar Panels

The full cost of the 30 KW solar panels to be installed at the school is \$80,000. The department will match the schools contribution. The school can contribute \$20,000 and is asking the P&C to contribute another \$20,000, so the department will pay the balance of \$40,000. (prices exclude GST). The aim is for the solar panels to be installed during the next school holidays.

As there had been some questions raised in previous meetings regarding the solar panels, the size and the electricity bill. Kathy Melky did explain that while the department does contribute money towards the electricity bill, it was confirmed that there were no long-term guarantees of this continuing, but equally there is no indication that this would change.

The members of the P&C discussed the merit of the panels, the school and P&C contribution. All attendees were invited raise any objections before the motion as advised in the agenda paper.

Motion: That the P&C approve funds \$20,000 including GST for the school to fund solar panels with the department also contributing \$20,000.

Moved: Tim Warren

Seconded: Bridget Bobkowski

6.5 Notice Boards

The school has requested support from the P&C for notice boards around the school for information to students, which currently stuck on walls is subject to weather. Srma McQuillian has completed a grant application to fund the noticeboards to the local member, Felicity Wilson, for approx. \$6,000. Should the grant not be approved, it was suggested the P&C fund the noticeboards.

A motion to approve the payment of the noticeboards up to \$6,000 was put to the members.

Approved: Caroline Kostamo

Seconded: Jenny Riseborough

Note: It was raised to Srma's attention after the meeting that the motion was not notified in the agenda and as such would need to be notified to the members and tabled at the next meeting.

6.6 Wellbeing Week

The school and P&C are jointly planning a wellbeing week which include a range of activities, workshops and speakers with specific content for staff, students and parents.

It was agreed that a \$10 per family charge for the evening speakers for parents and workshops for students should be no charge and covered using the P&C voluntary contribution. The estimated cost for the speakers is \$10,000.

Moved: Helena Johnstone

Seconded: Marge McInnes

Note: It was raised to Srima's attention after the meeting that the motion was not notified in the agenda and as such any funds to be spent would need to be notified to the members and re-confirmed at the next meeting.

6.7 Rugby

Srima asked the members to note the CHS Boys year 7 and 8 still have vacancies on the rugby team.

6.8 Sponsorship policy & prospectus

This item will be discussed at the next meeting

6.9 Shade the school

The school needed a parent volunteer to assist and coordinate with Peter Barricraft regarding the Shade Cloths. Jenny Riseborough agreed to reach out and support Peter.

6.10 Senior School Support

A sample for the "Buy a Brick" initiative for the senior campus was shown.

7. Governance

No item was discussed under this heading.

8. General business

8.1 Communication Sub-committee

No report

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

8.5 Sports Sub-committee

No report

8.6 Uniform Sub-committee

No report

8.7 Wellbeing Sub-committee

No report

9. Other business

There was no other business.

There being no other business, the meeting closed at 9:05pm.