

Approved minutes from CHS P and C Association meeting 2019.07, held on Tuesday 05 November 2019 at 6:45pm, at the CHS Senior Campus in the Music room

In Attendance: Srma McQuillan (Chair), Allison Fox (minute-taker), Jodi Arrow, Andrew Boyce, Laurens Libeton, Kathy Melky, Angela Pearson, Mary Tazama-Lim, Kerrie Tucker, Anna Warren and Susanna Westling.

The minutes are reported in the order of the agenda.

1. Welcome and apologies.

Srma McQuillan opened the meeting at 6:45pm noting a quorum was present and welcomed members and visitors to the meeting.

2. Minutes from previous meeting

Motion: That the Minutes from the 3rd of September 2019 meeting be accepted as a true record.

Moved: Laurens Libeton **Seconded:** Andrew Boyce

Carried

3. Business arising from the minutes of previous meetings

Resp.	Actions	Status
Meeting 2019.3 (04-Jun-19)		
Executive Committee	Review P&C contribution fees and propose new structure for 2020 considering ease of administration and table at AGM for approval.	Discussed Agenda Item 6.5
Meeting 2019.6 (03-Sep-19)		
Executive Committee	Ask parents on facebook community to raise any concerns to the council regarding the DA approval for the new aged care facility near the senior campus.	COMPLETED. Will provide a follow up letter.

4. Correspondence

Nil

5. Reports

5.1 Principal's Report

Kathy thanked the parent organisers of the trivia night commenting on the calibre of organisation and how great it is to have such an engaged parent group in high school. Kathy also thanked Jodi for her work behind the scenes. Kathy acknowledged the feedback on the acoustics, as the first event in the hall it was the first opportunity to test it out. The issues encountered will be raised with the supplier and engineer.

Kathy detailed the upcoming events for students and parents in term form. There are currently 13 open positions which are being recruited for 2020 and student number to be close to 800 in 2020.

Action: Issues with acoustics in the hall to be raised with supplier and engineer.

5.2 President's report

Nil

5.3 Treasurer's report

Angela reported the preliminary profit for the trivia night and silent auction is \$17,000. Final number will be reported at the next meeting.

Parent contributions are currently at \$58k and there will be a final check with the school before the next meeting. Other fundraising since the last meeting totalled \$308 from entertainment book sales and \$1,200 from Father's Day breakfast.

Motion: That Nicole Overton be appointed auditor again for the 2019 annual audit and the cost of \$2,100 be approved.

Moved: Srma McQuillan **Seconded:** Kerrie Tucker

Carried

6. General Business

6.1 Upcoming Social Events

Social events for 2020 were discussed. A year group will be appointed to each event except for the trivia night which will call for volunteers and coordinators across all year.

6.2 Officer & Subcommittee roles and responsibilities for 2020

All roles are open and available for nomination for 2020. Parents are encouraged to nominate for positions.

6.3 Sports coordinators for 2020

Over 300 students actively participate in sport organised by P&C volunteers. New volunteers are required for 2020 for many sports to continue. It was suggested an external contractor may need to be hired and additional fees charged to parents if new volunteers are not forthcoming. An invite to a Sports Coordination information night will be organised to discuss further.

Action: Srma to send out invite to all parents with children in sport for sport information evening.

6.4 Year 7 Orientation Day working group (December 3rd)

We have a few volunteers to assist with the coordination of orientation day this year on December 3rd. More volunteers are required and a call for more help will go out to the parent body.

6.5 Annual P&C Contribution Fees 2020

The school system for payment collection is not able to distinguish P&C fees for 1st, 2nd, 3rd child etc in the same family. It was discussed and agreed in principle that the annual contribution fee should be the same value for each child and the sibling discount be removed. The basis of the proposal is the fees are voluntary and parents decide if they will contribute and how much they will pay. A motion for official change will be added to the agenda of the next meeting.

Action: Motion for change to P&C contribution fees for next meeting.

The next meeting will be at the Senior Campus, in the Music room on Tuesday December 3rd at 6:45pm, followed immediately by the AGM.

There being no other business, the meeting closed at 8:20pm.