

# Concord High School P & C association

ABN: 43 317 153 298



## Minutes

**Date:** Tuesday, 13 February 2018

**Time:** 7pm

**Venue:** Staff Common room, Concord HS

	ITEM	Lead
1.	Open Meeting, Welcome & Introductions	Rae Lawrence
2.	Attendance & Apologies: Emma Wakefield	Cathy Scanlan
3.	Minutes of Previous Meeting – Receipt/Amendments/Adoption  Moved: James Duck Seconder: Rae Lawrence	Rae Lawrence
4.	We were delighted to have <b>Ms Judi Joy</b> , School Counselor, join us at this meeting as guest speaker to talk about settling Year 7 students in to high school, what to expect from your Year 7 student(s) and how to support and help them cope with the transition to high school.  She was joined and supported by <b>Ms Eliza Turner</b> , Year 7 Adviser, whom many Year 7 parents/carers will already have had the pleasure of meeting.	Rae Lawrence
5.	Business arising previous minutes  Building funding charity and DGR status – Still ongoing  Uniform shop review – ongoing.  Voluntary levy – When will this go and what does CHS want? Dates and dollar amounts? – Send through to Jody and the school will email or post to families. Towards the end of term 1.	Marie dela Rama
6.	Correspondence:  Numerous emails from P&C federation  Westpac statements x 6  ATO Installment activity statement  ATO – Registration for GST  ICARE – workers compensation	Cathy Scanlan

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	<p>P&amp;C volunteer contribution form</p> <p>P&amp;C federation 2018 elections – enrolment notice (email)</p> <p>School products catalogue</p> <p>Optus account (email)</p> <p>Glowstix products (email)</p> <p>Comedy For A Cause fund raiser (email)</p>	
7.	<p>Treasurer’s Report:</p> <p>P&amp;C \$11,300</p> <p>Uniform \$55,000</p> <p>Proposed that the P&amp;C donate \$2,000 Principal to spend at the school’s discretion. Moved: James Duck and Seconder: Maria dela Rama</p> <p>Motion: Agree in principal.to review lockers. Exec to discuss Maria and Adrienne Refer to the exec re how to pay for this. Suggestion Locker: Fee \$45 can go towards the locker.</p> <p>P&amp;C to review funds and chase up volunteer funds previously paid to the school.</p>	James Duck
8.	<p>Uniform Shop Subcommittee Report</p> <p>Install a whirly bird in the uniform shop container: Moved Maria and seconder: Matthew</p> <p>A big thank you to Mae for her hard work over the holiday period and to the volunteers who helped Mae out during this time.</p>	Cathy Scanlan
9.	<p>Principal’s Report – New principal advertised and closes 14.2.18. New principal hopefully can be announced at the next P&amp;C.</p> <p>Open door policy. Give the school a ring to make an appointment to speak to Jody.</p>	Jody Engisch
10.	<p>Grants – Community Building Partnership fund – \$22,915 awarded to build awning between main building to demountables. Need all forms completed by the end of April. P&amp;C to sign and school to complete the Asset Management Unit form.</p> <p>Sydney motorways; waiting to hear back this was for additional sitting throughout the school. \$9,0000</p> <p>- Digital school grants; robotics kits Still waiting to hear about this.</p>	Donna Hogan

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	Suggested that if anyone has any grants through their work, please contact Donna. Most of these can only be only applied by the employee.	
11.	<p>General Business</p> <p>Working Bee – BBQ – Where about. School to decide and date?</p> <p>School to let us know where they want us to work and do?</p> <p>Suggestions for guest speakers</p> <p>Auditor required</p> <p>Morning tea?</p> <p>Email will be sent to ask for suggestions re volunteer opportunity. Maybe get something colourful for people to notice. Get people engaged.</p> <p>Previous years volunteer contribution given a copy to Angela S to review the amend the letter. - CS</p> <p>Marie will stand down at the next meeting. The position needs to be declared vacant and people can nominate. – Notice to be included in the KIT</p>	<p>Rae Lawrence</p> <p>Marie dela Rama</p>
12.	<p>Close of General Meeting 8:45</p> <p>Next meeting Tuesday, 20th March from 7pm</p>	Rae Lawrence