

## Concord High School P & C association

ABN: 43 317 153 298



### Minutes

**Date:** Tuesday, 20 March 2018

**Time:** 7pm

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

	ITEM	Lead
1.	Open Meeting, Welcome & Introductions	Cathy Scanlan
2.	Attendance & Apologies: Rae Lawrence, Matthew Powell and Mae Czernkowski	Cathy Scanlan
3.	Minutes of Previous Meeting 13 <sup>th</sup> February Amendment: Motion: Agree in principal.to review <b>lockers</b> .  Moved: Donna Hogan Seconder: Adrienne Keane	Cathy Scanlan
4.	Guest Speaker: We are delighted to welcome Mrs Fiona Milligan, Head Teacher Welfare, to talk to the P&C about CHS' Welfare system and its roles within CHS as well as getting parent/carer feedback on the CHS Draft Anti-Bullying Policy.	Cathy Scanlan and Jody English
5.	Vice President Position: Vacancy Declared, Nomination & Election;  Nomination Angela Devine-Smith Seconder: Donna Hogan  Locker Purchase; Need to ensure they are attached to the wall. Move that the P&C pay for the 90 lockers for CHS \$7,749.28 Mover: Donna Hogan Seconder: Angela Devine-Smith  Voluntary Contribution for 2018: <ul style="list-style-type: none"> <li>- Letter passed around at the P&amp;C meeting for feedback and suggestions. This will be emailed to the P&amp;C community for further suggestions.</li> <li>- Jody can have this sent out to the whole school</li> <li>- Will be raised at the next meeting.</li> <li>- CHS Proposed Fundraising Commitments &amp; Wishlist for 2018 / Comedy For A Cause – Will looked at and bring to the next P&amp;C/ Formation of Social &amp; Fundraising Committee;</li> </ul> P&C Financial & Spending Plan; Ongoing	Emma Wakefield / Jodi English  Emma Wakefield  Emma Wakefield  Angela Devine-Smith  Emma Wakefield  Angela Devine-Smith  Jodi English  Emma Wakefield

**P&C Executive 2016/2018:** **Emma Wakefield** (President); **Rae Lawrence** (Vice President); **Angela Devine-Smith** (Vice President); **James Duck** (Treasurer) and **Cathy Scanlan** (Secretary)  
**Correspondence email:** [concordhighschool@pandcaffiliate.org.au](mailto:concordhighschool@pandcaffiliate.org.au)

	<p>Building funding charity and DGR status;</p> <p>Uniform shop review; - ongoing</p> <p>Working Bee; Jody and staff will think about what needs to be done; May meeting</p> <p>Guest Speaker Programme for 2018; Jody will review this with staff and community with suggestions.</p> <p>Auditor Voluntary Position &amp; Other Voluntary Positions</p>	
6.	<p>Correspondence:</p> <p><b>Incoming</b></p> <p>Numerous emails from P&amp;C federation (all)</p> <p>Westpac statements x 3 (treasurer)</p> <p>Entertainment book (fund raising)</p> <p>P&amp;C federation magazines</p> <p>ATO – Change of registration details (treasurer)</p> <p><b>Outgoing</b></p> <p>Letter to CHS re letter of support re tender of the canteen.</p> <p>Harmony day info for P&amp;C (email) Jody said thanks to all helpers</p>	Cathy Scanlan
7.	<p>Treasurer's Report:</p> <p>P&amp;C \$13,667.80</p> <p>Uniform \$ 72,243.41</p>	James Duck
8.	<p>Uniform Shop Subcommittee Report</p> <ul style="list-style-type: none"> <li>- Arranging for a sample skirt to be prepared by Focus using the girls skirt material.</li> <li>- Revising the girls' sports shorts</li> <li>- Revising the length of the boys short – leg length shorter</li> </ul>	Cathy
9.	Principal's Report	Jody Engisch

10.	Grants - \$5,000 grant received from Sydney Motorway Corporation for outdoor seating. Many thanks Donna.	Donna Hogan
11.	General Business	Emma Wakefield
12.	Close of General Meeting: 9:00pm Next meeting Tuesday, 8 May from 7pm	Emma Wakefield