

CONCORD HIGH SCHOOL

P & C AGENDA

Date: Tuesday, 26 July 2016

Time: 7pm

Venue: Staff Common Room, Concord HS

	ITEM	Lead
1.	Open Meeting, Welcome & Introductions	Emma Wakefield
2.	Attendance, Apologies & Membership Payments Apologies: Steve Bartlett	Cathy Scanlan
3.	Minutes of Previous Meeting – Receipt/Amendments/Adoption	Emma Wakefield
4.	Business Arising From Previous Meeting Minutes <ul style="list-style-type: none">- Treasurer Handover & Westpac Signatories Setup Update;- Partial 2015 Audit & Fiscal Plan/Budget Progress Update;- Voluntary Fundraising Levy Flyer Update;- Parent Teacher Night – P&C Provided Parent/Carer Refreshments – feedback from Year 10/11 night end Term 2 and proposal for Year 8/9 night.- Bunnings BBQ – update on progress;- Working With Children Check Requirements for P&C Volunteers reminder;- Principal Reply to Queries Raised by Parents:-<ul style="list-style-type: none">o Use of Year 7/9 Naplan Exam Sheets for ½ Yearly CHS exams;o Scripture Group Queries.	Leonie Duck Emma Wakefield Emma Wakefield Emma Wakefield Leeanne Bland Cathy Scanlan Craig Anderson
5.	Correspondence	Cathy Scanlan
6.	Treasurer’s Report	Leonie Duck
7.	Uniform Shop Subcommittee Report	USSC Member
8.	Social & Fundraising Committee Report	S&FRC Member
9.	Principal’s Report	Craig Anderson on behalf of Ms Koob
10.	General Business	Emma Wakefield
11.	Close of Meeting / Next Meeting Tuesday, 6 September 2016	Emma Wakefield

CONCORD HIGH SCHOOL PARENTS & CITIZENS ASSOCIATION

MINUTES

TUESDAY, 26, July 2016

Meeting Opened: 7.10 pm

Attendance: As per Attendance Book

Apologies: Julie Rush, Steve Bartlett, Leslie Caldwell, Helen Gould and Mae.

Previous Minutes: Accepted: Rae Lawrence **Seconded:** Helen - **passed as true and correct**

Correspondence: In: P&C Fed newsletter; P&C membership and renewal; New rates to effect employees- Mae; Kim requested group certificate and letter from The Pride family thanking the P&C for \$200 cheque for Max's water Polo tournament.

Business Arising From Previous Meeting Minutes

- Treasurer Handover & Westpac Signatories Setup Update;
 - o Old Signatories need to be removed and we need an old member to come and sign to place new signatories on bank account. Internet banking coming soon. Processes need to be clear and 2 signatories will be required.
- Partial 2015 Audit & Fiscal Plan/Budget Progress Update;
 - o Great job and many thanks to Violet for all her excellent work in making the handover easier.
- Voluntary Fundraising Levy Flyer Update; (see attachment)

Motion:

The draft P&C voluntary contribution flyer be passed: **Accepted:** Trina - **Seconded:** Jo

- Parent Teacher Night – P&C Provided Parent/Carer Refreshments – feedback from Year 10/11 night end Term 2 and proposal for Year 8/9 night.

Motion:

That we run the refreshments for P/T night Yrs. 8/9 with \$100 extra to top up supplies. **Accepted:** Kathy

Seconded: Helen

- **Bunnings BBQ – update on progress.**

We unfortunately were not accepted.

- **Working with Children Check**

A Requirement for P&C Volunteers (reminder).

- **Principal Reply to Queries Raised by Parents: - (Acting Principal Ms English)**

- o Use of Year 7/9 Naplan Exam Sheets for ½ Yearly CHS exams;

P&C Executive 2016: Emma Wakefield (President); Rae Lawrence & Terry Moore (Vice Presidents); Leonie Duck (Treasurer) and Cathy Scanlan (Secretary). **Correspondence email :** concordhighschool@pandcaffiliate.org.au

- A letter was read from Head of English providing the faculty's reasons for using past Naplan papers as English assessment tasks.
- Scripture Group Queries.
- The scripture program follows the Anglican curriculum.
Paul Gray is the coordinator any queries can be made to him. (Maths Faculty)

Treasurer's Report:

- See attachment

Motion:

That P&C pay the P&C association fees, \$543 plus \$350 standard and \$238 extra cover to cover property of \$1800.

Accepted: Erica- **Seconded:** Jo

- There is a new rate for Mae, \$25.28. Level 3 is currently, \$24.68.
- July-Sept Difficulty discerning between Kym and Mae's payments for group certificate.
- Thanks to Leonie for taking on Treasurer's role and already doing a great job.

Uniform shop Subcommittee Report

- No meetings held.

Thank you to USSC for great work.

Social & Fundraising committee

- Next meeting TBA

Principal's Report – Jody English

- Thanks to the P&C for support of sporting students.
- The school now qualifies for a new Head Teacher. (School choice HT Teaching and Learning)
- P&C in support.
- Yr 7 reports due next week.
- Yr 11 subject choices- students have been interviewed by Eng/Maths reps to support students in guiding them towards making appropriate subject selections.
- Yr 8 subject choices- next process. Online process- parents having more involvement.
- We are lucky to have such a broad curriculum at Concord and we try and accommodate all needs.
*Yr 10 parent commented that the process worked really well. The level of engagement was high. Parents and students felt involved and happy with the process.
- Thank you to the P&C for P/T tea and coffee.
- Was the change to 3 nights of P/T evenings preferable to 2 nights?
- General agreement that 3 nights provided parents with more time to speak to teachers. Online system was very good.
- HSC trials begin next week.
- 2 new counsellors at the school. We now have a counsellor every day.
- Yr 12 practical due dates are in KIT.
- Education week theme, "sharing stories". Faculties will be sharing stories with one another.
- Naidoc Week (see KIT)
- Focus on student lateness- teachers at side office to check why students are late. Monitoring cards will be issued.

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- Positive Behaviour for Learning- A system to support students with consistent consequences. 3 key areas.
Presentation at next meeting by Jody English.
- Thank you to Fiona Milligan for her work experience program. She has gone above and beyond. Alicia Peoples also working with Fiona to create positive experiences.
- Taste of TAFE courses also available for students looking to leave school earlier. TVET courses apply now.

General Business- NIL

Meeting closed: 8.55pm