

CONCORD HIGH SCHOOL PARENTS & CITIZENS ASSOCIATION

MINUTES

Date: Tuesday, 6 September 2016

Time: 7pm

Venue: Staff Common Room, Concord HS

	ITEM	Lead
1.	Open Meeting, Welcome & Introductions	Rae Lawrence
2.	Attendance, Apologies & Membership Payments Apologies: Helen Yellowless, Emma Wakefield, Trina Carter and Violet Abbas	Cathy Scanlan
3.	Minutes of Previous Meeting – Receipt/Amendments/Adoption	Rae Lawrence
4.	<p>Guest Speaker – Jody Engisch Positive behavior for Learning Leading a team of 5 - PB4L Hopefully in place in 2017 Staff are positive Getting feedback to staff, students and families. Uses Tell them from me survey for data Uses same language for staff and students</p> <p>Defining expected behavior</p> <p>Three rules Respect Responsibility Achievement</p> <p>A small thank you gift from the P&C to Jody for her time and information provided to the P&C meeting.</p>	Jody Engisch
5.	<p>Business Arising From Previous Meeting Minutes</p> <ul style="list-style-type: none"> • Westpac Signatories Setup Update; • Online banking working • No online payments have been set up at this stage. Will be done shortly. <ul style="list-style-type: none"> • Partial 2015 Audit & Fiscal Plan/Budget Progress Update; • Nearly completed. A couple of extra minutes from meetings and receipt books handed over to the auditor. <p>Recommendation: The gift to the auditor is set at \$300 as the audit has been arduous due to the extra work performed.</p> <p>Mover: Leonie Seconder: Leanne</p> <p>Motion carried by all.</p> <ul style="list-style-type: none"> • Voluntary Fundraising Levy Flyer Update; • Document sent to Jacqui this afternoon. Will be sent this Friday for the KIT. <p>Recommendation: Volunteer donation for 2017 to be sent in term 2.</p>	<p>Leonie Duck Leonie Duck</p> <p>Emma Wakefield</p>

6.	<p>Correspondence:</p> <p>P&C Insurance, P&C federation emails, Westpac bank statements, P&C journal.</p>	Cathy Scanlan
7.	<p>Treasurer's Report</p> <p>Bank balance P&C currently has \$34,634 dollars. We are waiting for the cheques for \$5,494.50 (click view) and \$1,332(P&C federation insurance) to be banked</p> <p>After these are banked: \$27,807.88</p> <p>Uniform shop: \$33,049.94 Invoice payments pay etc. Total: \$26.650.12</p> <p>Register for GST: We will wait until the audit is completed.</p> <p>We will need an accounting packing. Roughly \$35 per month. Xero or MYOB. To be discussed at the next meeting.</p> <p>Charity status: We had this up until June 2015. Leonie too chase up. This may exempt us from GST</p> <p>The P&C thanks Leonie for all of her hard work.</p>	Leonie Duck
8.	<p>Uniform Shop Subcommittee Report</p> <p>New supplier of shirts to be looked at. We could save approximately \$5 per shirt.</p> <p>Ordering for year 7</p> <p>Orientation day</p> <p>Opening hours for new students December and January</p>	USSC Member
9.	<p>Social & Fundraising Committee Report</p> <p>Nothing to report</p>	S&FRC Member
10.	<p>Principal's report</p> <p>Another eventful term.</p> <ul style="list-style-type: none"> • Maths Olympiad • NAPLAN Online Trial <p>NAPLAN results now out for parents and schools. Suggest a session on these for the next meeting.</p> <ul style="list-style-type: none"> • ICAS competitions – Science, Computing , English, Writing • Two Duke of Edinburgh walks. 60 more students showed interest in starting the program. • Be Streetsmart Road Safety excursion • Wheelchair Basketball • Prefect & SRC elections. • Symphonia Jubilate played at the Opera House last week. Our band and string ensemble also making fantastic progress. Choral group will be part of Schools Spectacular. • Japanese Mibu school visit • Confucius Classroom – continues regular activities at lunchtimes. 	Ms Koob

Planning a mid-Autumn Moon Festival in 2 weeks.

- Year 7 Gala Day next week 14th
- Legacy badge sales (\$3000 +)
- Wear it Purple Day marked on Assembly and by wearing purple accessories
- Girls Club has had some very successful sessions. Designed to build self-esteem and encourage girls to pursue stronger ambitions – ties in with STEM push in education. Last week Dr Maaik Kock Senior Hospital Scientist at Concord
- Student leadership: great new Prefects and good SRC. Will do Halogen Foundation leadership in November. A couple recently had the opportunity to shadow the Director and Executive Director during Education Week.

Yr 12 finishing:

- Farewell assembly on 21st, Graduation ceremony for families evening of 22nd Sept. Important to keep up attendance and keep on track with their revision – should not be skipping school. Some Practical exams already completed – Music yesterday, Art & TAS in next 2 weeks.
- HSC Exams start on 13 October. Probably in some publicity. Sign-out will be after last exam, 7 Nov.
- Yr 11 finishing up the Preliminary course with their exams from Monday 12, next week. They will then go on the Crossroads camp.

Other Interesting news:

- DoE now has an arrangement with Westpac for online payments. Will take some work to set up but should be good once we have it. Parents will be able to pay fees, excursions; any other costs online and avoids having to send cash to school with students.
- Planning process for 2017. Third year of School Plan. Have been doing regular evaluations of the milestones.
- Looking at areas from plan like Project Based Learning, 21st century or futures learning, assessment, PBL.
- As a result of further increase in numbers expected in 2017, will be 2 more demountables installed, hopefully before the beginning of the school year.

Staffing.

- Some changes already happening due to staff development opportunities, e.g. Ms Ogilvy. Replaced as Acting HT Teaching & Learning by Ms Julie Taing, and assisted as EALD Coordinator by Ms Lisa Tolhurst and International Students Coordinator by Ms Emma Finlayson. There will be a new substantive Head Teacher T & L position for 2017, one of several positions being advertised and filled. Three other additional positions plus replacements.

CALL OUT FOR STAFF SELECTION PANEL P&C REPRESENTATIVE VOLUNTEERS

There are a number of staff selection panels coming up for staff positions for the 2017 school year, and the school executive is looking for P&C volunteer representatives. If you are already trained and interested or would like to know more and be involved in the next training sessions and selection panels, please call the school and contact Ms Koob.

	<p>Proposal to run further merit selection training on Monday 19th September 3.15pm.</p> <ul style="list-style-type: none"> TTFM survey – please complete to give us feedback. <p>Expenditure so far from P & C donations:</p> <ul style="list-style-type: none"> Sponsorship Peer Support Leaders to camp \$1050, rowers to international competitions \$500; BASS Clickview \$5500 Lockers \$3000 Bully Busters \$1500 Funding also promised for landscaping of senior courtyard – wanting to follow up with the architect. Is there anyone in the school community who could help with this? 	
11.	<p>General Business</p> <p>Text messages not received by all parents re P&C meeting. Then parents mentioned text or letters sent home re lateness. Sometimes no message is sent if the bus is late. And other times messages are sent.</p> <p>Action: Jody E to look into this.</p> <p>Great new notice board</p> <p>Speakers for future: New maths Sydney uni going forward. Any information available?</p>	Rae Lawrence
12.	<p>Close of Meeting / Next Meeting Tuesday 18th October</p> <p>Guest speaker: Fiona Payne and Kathy Kalachian re NAPLAN results</p>	Rae Lawrence