



CHATSWOOD PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION

Pacific Highway
CHATSWOOD 2067

ANNUAL GENERAL MEETING TUESDAY 26 NOVEMBER 2019 MINUTES

Attendees:

As per Register

1. President's Welcome

The President, Andrea Austin, welcomed all, stated the Welcome to Country, and explained the procedures for the AGM.

2. Attendance and Apologies

All persons present were recorded in the attendance register.

Apologies were received from Robin Scott, Irene Chan, Sue Low, Greg Austin

3. Declaration of Conflict of Interest

No Conflict of Interest was declared by any person present.

4. Confirmation of Previous Minutes

Minutes of the previous AGM held 27 November 2018 were accepted.

Moved by Joe Grundy, Seconded by Paul Battaglia, All for

5.

Principal's Report

As per attached

Additional points of note:

- Difficult to report on this full year given I have been here for 4 weeks.
- Would like to acknowledge the P&C and how passionate and enthusiastic you are about getting the best for your children's education – thank you
- Master plan workshop – thank you for the working groups contribution. Infrastructure have also commented on the benefit of this workshop.
- Masterplan design aspect – additional meeting to take place tomorrow to deep dive into what designs they have looked at and why they believe specific designs were not appropriate for the school considering play-space, staging and learning environments
- Parents may have noticed the slight construction site in the playground for the soft-play – thank you to the community for their understanding. One positive aspect has been that assets and infrastructure are now working together- weekly meetings and communication will take place from here out with works notification distributed every week to the school community. This change of the two departments working together has changed across NSW – which is a result of CPS. Soft fall has now been removed. Safety is always paramount. 3 weeks from today depending on weather

- Cottage – demolition and works starting to take shape. Electricity board to be removed and relocated to block B (Kindy block). Testing commenced this week. Fence will be installed around the cottage to allow works to be done – it will not block any playground or pathways with the exception of the shortcut to the demountable in that area. Once the DA is approved the cottage will be demolished and 2 demountable will be installed
- Further demountables- one additional demountable will be required on Bush Campus – the best location is currently being reviewed
- Stewart House Fete occurred and was a success despite the weather. It was moved inside due to the hazardous smoky weather and heat on the day. Would not have happened without Miss Ticehurst and SRC students. Demonstrated students leadership really well. Thank you to parent volunteers – running sausage sizzle, setting up white elephant stand and then relocating – true community spirit
- Thank you to outgoing P&C Executives – your efforts are greatly appreciated by both the staff and the students.
- Special thank you to the outgoing president (presentation made)
- Presented a slide show on the benefits of the MultiLit program that the P&C helps to fund and expressed thanks for the support. The program focuses on year 1 and 2. All students involved have made progress. Amazing growth and trying to ensure no students fall through the gaps. Mini-lit designed by Macquarie Uni. Assists all students in the school as this frees up teacher's time which would otherwise be focused on these kids.

6. Correspondence

- None to report

7. Treasurer's Report

As per attached.

Additional points of note:

- Official sign off by the auditor done today – this year has been a smooth process
- Term deposit earning a better rate.
- Employment includes canteen staffing 5 days, and uniform shop 2 days
- Budget running at break even for 2020 – everything we make will be spent – happy to spend extra if required
- \$65k expected for P&C expenditure for special projects in 2020 – e.g. stage 3 computers
- 68% voluntary contribution estimated
- Upgrades to demountable inclusions has come out of \$85k Guaranteed expenditure in the past. It is discretionary spend by the school to keep all classes equal.
- Depreciation – air con, astro-truf – coming to end of schedule – expected very little depreciation going forward
- \$10k uniform shop project cost – estimate in the event short turn around for move is required.

Motion: to adopt the financial reports for 2018 – 2019 pending final sign off

Moved by Joe Grundy, seconded by Lyndall Franks, all in favour, Motion passed

Motion to continue with Tim Paterson as appointed auditor

Moved by Joe Grundy, Seconded by Jo Hurley, all in favour, Motion passed

Motion to approve an increase to the Voluntary Contribution in 2020 to \$215

Noted – mandated by by-laws to increase each year by CPI

Moved by Joe Grundy, Seconded by Lars Ittner, all in favour, Motion passed

Motion to adopt the consolidated draft budgets for 2019-2020

Moved by Philip Neal, seconded by Cathy Buining, all in favour, Motion passed

Motion to approve amount totalling \$1,971.38 for payment

Moved by Paul Battaglia, Seconded by Joe Grundy, all in favour- Motion passed

8. President's Report

Refer attached report

9. Sub-Committee Reports

9.1 Uniform Shop

As per Attached report.

9.2 Canteen

As per attached report.

9.3 Events

As per attached report.

10. Election of 2020 Office Bearers

Alex Montgomery acting as Chair, declared all P&C office bearer positions vacant, and called for nominations for 2020

President

Kate Pereira

Secretary

Joe Grundy

Vice-Presidents

(vote held with Irene Chan, Hindrik Buining and Paul Battaglia)

Irene Chan

Hindrik Buining

Treasurer

Pearl Chan

Canteen Convenor

Aimee Ipson Pflederer

Canteen Treasurer

Shing Ka

Uniform Shop Convenor

Sue Low

Uniform Shop Treasurer

Jo Hurley

Social Events Coordinator

Sue Low

Technology Coordinator

Paul Battaglia

Class Parent Coordinator

Sheryn Ho

Grounds Coordinator

Greg Austin

11. Other Business
None to report

There being no other business the AGM was declared closed at 8.50 pm.

P&C Meeting - Tuesday 25th February 2020
AGM - Tuesday 24th November 2020



CHATSWOOD PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION

Pacific Highway
CHATSWOOD 2067

P&C ANNUAL GENERAL MEETING - AGENDA

TUESDAY 26th November 2018, 7.30PM

Item	Topic	Who
1.	President's Welcome & Acknowledgement of Country	President
2.	Attendees & Apologies	Secretary
3.	Declaration of Conflict of Interest	
4.	Confirmation of Previous Minutes – 27 November 2018	President
5.	Principal's report	Principal
6.	Correspondence	Secretary
7.	Treasurer's Financial Report for 2018-2019 financial year Motion: To adopt the audited financial reports for 2018-2019 Motion: To approve an increase to the Voluntary Contribution in 2020 to \$215 Motion: To adopt the consolidated draft budget for 2019-20 Motion: To continue with Tinworth & Co as auditor for 2019-20 Motion: To approve amount totalling \$1,971.38 (from main account, as listed in this report) for payment	Treasurer
8.	President's Report	President
9.	Outgoing Sub-Committee Reports <ul style="list-style-type: none"> Uniform Shop Committee Canteen Committee 	Sue Low Aimee Ipson-Pflederer
10	Election of 2020 Office Bearers Nominations Open <ul style="list-style-type: none"> President – Kate Pereira Secretary – Joe Grundy Vice President (x2) – Irene Chan, Hindrik Buining, Paul Battaglia Treasurer – Pearl Chan Canteen Convenor – Aimee Ipson Pflederer Canteen Treasurer – Shing Ka Uniform Shop Convenor – Sue Low Uniform Treasurer – Jo Hurley Events Coordinator – Sue Low Class Parent Coordinator – Sheryn Ho Technology Coordinator – Paul Battaglia Ground Coordinator – Greg Austin 	Principal
11	Other Business	

Next Meeting: P&C Meeting - Tuesday 25th February 2020

AGM - Tuesday 24th November 2020

Chatswood Public School P&C AGM 29 November 2019

President's Welcome

Firstly, I'd like to welcome you all to the P&C Annual General Meeting and Christmas Party. It is a busy time of the year and we appreciate you making the effort to come along.

Before we begin, I would like to acknowledge the Guringa people who are the traditional custodians of this land. We would also like to pay our respects to elders both past, present and emerging.

For those that don't know me my name is Andrea Austin and I've just completed my second year and final year as P&C president, after completing 4 years as Secretary. I have been at CPS for 8 years and my daughter is currently in Year 6 and finishing Primary school in less than a month!

Tonight is an important occasion. Following some changes to the By-laws of the Chatswood Public School P&C Association this is the 5th time the AGM has been held at the end of the school year. This was one of my first ideas that was taken on board by the P&C and this has enabled our teams to start planning next year now!

I would like to welcome Alex Montgomery to her first AGM and she will be Chair tonight. All current Executive and sub-committee positions will be declared vacant and a voting process will take place to fill these positions. In a positive sign for the school community there have been nominations for all the core positions indicating that there are a growing number of people willing to get involved and make a contribution.

In the event that there is more than one nomination for a position the candidates will have the opportunity to speak on behalf of themselves for a maximum of two minutes. A secret ballot will then be held whereby votes will be cast and counted outside of the room. Alex will fulfil the role of returning officer and a scrutineer will ensure that the votes are counted fairly.

Please note that only those who are paid-up members of the P&C in 2019 are eligible to vote in the election, and must have been so prior to the last general meeting held in October.

I will leave it to the school to report on the school's achievements and successes, of which the P&C and parent body are always very proud. The P&C contributes to these successes by the provision of resources, fundraising and organising events that add to the social and cultural fabric of the school, my report later this meeting will focus on the P&C's major achievements in 2019 and if I may indulge a little bit I will quickly run through some of my personal highlights of being part of the P&C at CPS.



CHATSWOOD PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION

Pacific Highway
CHATSWOOD 2067

ANNUAL GENERAL MEETING TUESDAY 27 NOVEMBER 2018 MINUTES

Attendees:

As per Register

1. President's Welcome and Report

The President, Andrea Austin, welcomed all, stated the Welcome to Country, and explained the procedures for the AGM. Andrea then presented his report (attached).

2. Attendance and Apologies

All persons present were recorded in the attendance register.
Apologies were received from Matthew Wood

3. Declaration of Conflict of Interest

No Conflict of Interest was declared by any person present.

4. Confirmation of Previous Minutes

Minutes of the previous AGM held 28 November 2017 were accepted.
Moved by Joe Grundy, Seconded by Paul Battaglia.

5. Presidents Report

As per attached

Additional points of note:

- New Chatswood Education – The P&C have two members on the PRG (Andrea and Joe) who will act as the ears and voices for the school community. Expect ground to break mid 2019

6. Principal's Report

Principal Tim Dodds thanked the P&C for its support in 2018, and in particular the Executive Officers and other office bearers for their work.

- I would have liked to have stayed longer, but the new building will take 4 years, and by then I will be 68. Feel like this is the right time
- Thank you to the P&C, Andrea has been so supportive of the school and has "got things done". Great initiative to let the teachers voice their requests. Thank you to the whole executive team.
- Today's Stewart House Fete organised by Miss Ticehurst, showed great entrepreneurial skills by the kids including excellent tidying up.

- Hugely academic year. Chatswood is one of the top schools in the state. Also have children who need additional help and thanks to the P&C they are receiving that.
- Balance in the life of children is so important to the resilience of children. Extra curriculum activities are hugely important and makes the kids stronger. "Success does not give you happiness, but happiness does give you success."
- New demountable currently being installed in the playground – 1320+ kids in 2019. Auxiliary room near staff room will not be used as a classroom due to size of the space. Potential for share arrangement with uniform shop if needed
- All classes will be STEM classes. P&C contribution will go towards STEM items in 2019
- Staff who will be leaving: Natasha Burnett (bilingual class in Brisbane – Auslan and English), Stephanie Goodman (Lane Cove Public), Joanne Choi, Jung Koo (AP at Lindfield Learning Village), Luke Muir (Bondi), Sarah Harding (training as a school councillor), Diana Kidman, Miss Brady (Perth), Kate Roberts
- 10 Kindy classes, 19 across Stage 1.
- AP's:
 - Kindergarten – Susan Lidbetter
 - Stage 1 – Mrs Gladden (shadow: My Doyle)
 - Stage 2 – Grant Gailbraith (Shadow: Mr Pi)
 - Stage 3 – Tim Day (Laura Monk)
 - 7 Bilingual classes going up to year 3
 - Hindi will be taught after school in 2019
- OC Teachers – Rosyln Harrison Yr 5 and Laura Monk Yr 6
- I will continue to work at the Department of Education part time and expect to be in a mentor role.
- Time at Chatswood has been fantastic. Kids are beautifully behaved which is a testament to the school community. Could not have asked for a better school.

7. Correspondence

Nil

8. Treasurer's Report

As per attached.

Additional points of note:

- \$37k raised in events (previous years \$15-20k)
- 80% of all parents make a contribution to the P&C through their school invoices. Will continue to work to raise this number. 7% of students don't pay any of their bills.
- Minor adjustments will be needed to the financial reports
- Approx \$10k interest raised this year

Motion: to adopt the financial reports for 2017 – 2018 pending final sign off

Moved by Joe Grundy, Seconded by Sue Low, Motion passed

Motion to continue with Tim Paterson as appointed auditor

Moved by Joe Grundy, Seconded by Paul Battaglia, Motion passed

Motion to adopt the consolidated draft budgets for 2018-2019

Moved by Joe Grundy, Seconded by Paul Battaglia, Motion passed

Motion to approve amount totalling \$9,950.62 for payment

Moved by Joe Grundy, Seconded by Paul Battaglia, Motion passed

9. Sub-Committee Reports

9.1 Uniform Shop

As per Attached report.

Additional points of note:

- Expect Aqualand DA to be approved shortly by council.
- Profits made by Uniform shop pay for the learning support teacher

9.2 Canteen

As per attached report.

Additional points of note:

- Committee builds on strengths of the amazing canteen staff (Tash Kay, Carolyn Harris and Cecilia Ng)
- Looking to amplify volunteers over the coming year including a rotating roster

10. **Election of 2017 Office Bearers**

Tim Todds acted as the Returning Officer, declared all P&C office bearer positions vacant, and called for nominations for 2018.

President

Andrea Austin. Moved by Joe Grundy, Seconded by Paul Battaglia, all in favour.

Vice-Presidents

Motion: Recommend that allow Joe to serve for a 4th year as Vice President

Moved Tim Dodds, Seconded Paul Battaglia

Joe Grundy. Moved by Sue Low, Seconded by Nick Moore.

Irene Chan . Moved by Joe Grundy, Seconded by Paul Battaglia.

Secretary

Kate Pereira Moved by Joe Grundy, Seconded by Pearl Chan, all in favour.

Treasurer

Pearl Chan. Moved by Sue Low, Seconded by Jyoti Dhawan, all in favour.

Canteen Convenor

Aimee Ipson Pflederer. Moved by Joe Grundy, Seconded by Lyndall Franks, all in favour.

Canteen Treasurer

Shing Ka. Moved by Aimee Ipson Pflederer, Seconded by Sue Low, all in favour.

Uniform Shop Convenor

Sue Low. Moved by Kate Pereira, Seconded by Irene Chan, all in favour.

Uniform Shop Treasurer

Jo Hurley. Moved by Sue Low, Seconded by Lyndall Franks, all in favour.

Social Events Coordinator

Sue Low. Moved by Jo Hurley, Seconded by Elaine Neal, all in favour.

Technology Coordinator

Paul Battaglia. Moved by Sue Low, Seconded by Jyoti Dhawan, all in favour.

11. **Other Business**

Su Hill thanked Tim Dodds and showed the presentation shown at the Parents and Community thank you dinner.

Andrea congratulated all Office Bearers and thanked Nick Moore and Matthew Wood (in his absence) on behalf of the P&C by presenting them with a small token gift each.

There being no other business the AGM was declared closed at 9.10 pm.

Next meeting Tuesday 25 February 2018 at 7.30pm
Next AGM meeting Tuesday 25 November 2018 at 7.30pm

Chatswood Education Precinct Update

Thank you to those parents who attended the Design and Staging Workshop at Chatswood High School. It was a very informative session that addressed parents' and the communities' concerns regarding staging, capacity and play space.

There were further questions regarding the design aspect of the new build. In response to these questions School Infrastructure NSW has scheduled a Master Plan meeting to have a deep dive into the master plan.

There will be weekly Works Notifications sent out to our school community regarding ongoing maintenance that will be occurring.



Assets are also currently looking at possible locations for an extra demountable on Bush Campus next year. I will inform the school community through the newsletter.

Stewart House Fete

A very big thank you to Ms Isabelle Ticehurst, Mr Tim Day and the team for organising the Stewart House Fete. I would also like to acknowledge the SRC who organised the Fete, it was a wonderful opportunity to develop student leadership skills. Thank you also to every staff member for their flexibility to adapt to the changes made due to the unprecedented weather conditions. It is an incredible staff. Thank you also to the amazing parents that volunteered their time on the day, selling toys on the White Elephant stall and cooking sausages. It was a true display of community spirit.



Classes for 2020

Classes for 2020 are currently being looked at. We will have 54 classes next year, with 10 classes in Kindergarten. However, this may change due to enrolment intake.

A Very Big Thank You

I would sincerely like to thank all outgoing and incoming P&C executive for their dedication and hard work to provide the best possible learning environment for all students. A very special thank you to the hard working Andrea Austin who will finish as P&C President. Andrea joined the Executive Committee in 2014 when she became Secretary, which she did for four years. Andrea has been the President for the last two years. Andrea's contribution to Chatswood Public School has been incredible. Thank you so much Andrea.

CPS P&C Treasurer's Report

- **Financial Statements for the year ended 30th September 2019**
- **Budget for 2019-2020**
- **Payments**
- **Motions**



**CHATSWOOD PUBLIC SCHOOL
PARENTS AND CITIZENS' ASSOCIATION**

**Chatswood Public School Parents and Citizens' Association
Financial Statements for the year ended 30 September 2019
ABN 56 993 962 007**



**CHATSWOOD PUBLIC SCHOOL
PARENTS AND CITIZENS' ASSOCIATION**

Income Statement for twelve months ended 30 September 2019

	Notes	2019 \$	2018 \$
Income			
Sales		472,312	462,185
Voluntary Contributions		177,830	185,900
Fundraising	1	66,336	75,899
Interest Income		16,353	10,279
Other Income		-	958
Total Income		<u>732,831</u>	<u>735,221</u>
Operating Expenses			
Cost of Sales		294,983	264,829
Employment Expenses		106,709	95,419
Contributions to School - general		85,000	85,000
Contributions to School - Multi-Lit		53,000	53,000
P&C Expenditure (incl passed expenses)		82,663	149,462
Fundraising	1	31,883	38,480
Insurance		7,937	5,090
Depreciation		20,903	19,996
Other		55,329	48,463
Total Operating Expenses		<u>738,407</u>	<u>759,740</u>
Net Operating loss		<u>(5,576)</u>	<u>(24,520)</u>



**CHATSWOOD PUBLIC SCHOOL
PARENTS AND CITIZENS' ASSOCIATION**

Balance Sheet as at 30th September 2019

	30 Sep 2019	30 Sep 2018
	<u>Notes</u>	
	\$	\$
Assets		
Bank		
Cash at Bank	830,602	845,739
Total Bank	830,602	845,739
Current Assets		
Stock	69,628	71,040
Prepayments	5,240	3,831
Debtors and interest receivables	4,291	12,371
GST	-	538
Other assets	-	1,292
Total Current Assets	79,158	89,072
Non-current Assets		
Total Fixed Assets	2 11,466	29,838
Total Assets	921,226	964,649
Current Liabilities		
Wages Payable	2,629	5,375
Trade Creditors & GST	26,583	40,532
Total Current Liabilities	29,212	45,907
Non-Current Liabilities		
School 24 Unearned Income	-	21,881
Employee Benefits & Liabilities	1,726	998
Total Non-Current Liabilities	1,726	22,878
Total Liabilities	30,938	68,785
Net Assets	890,288	895,864
Equity		
Current Year Earnings	(5,576)	(24,520)
Retained Earnings	895,864	920,384
Total Equity	890,288	895,864

1. Fundraising

The net proceeds from fundraising events are:

	2019	2018
Fundraising income	66,336	75,899
Fundraising expenses	<u>(31,883)</u>	<u>(38,480)</u>
	<u>34,454</u>	<u>37,419</u>

The Fundraising events that have occurred during the year include the Mother's Day, Bush Dance, Disco Night, Moon Festival, and Christmas Carol.

2. Fixed Assets

	2019	2018
Plant and Equipment (At Cost)	13,710	11,179
P&E Accumulated Depreciation	(3,386)	(2,069)
Store Equip - at Cost	8,198	8,198
Store Equip - Accum Dep'n	(8,055)	(7,769)
Website	4,000	4,000
Website Accumulated Depreciation	(3,002)	(2,000)
Capital Works at Cost	36,984	36,984
Accumulated Depn - Capital Works	<u>(36,983)</u>	<u>(18,685)</u>
	<u>11,466</u>	<u>29,838</u>

2019 Plant and Equipment purchases include \$2.5K Freezer and Refrigerator.

2019-20 Budget

Income Statement Budget 2020					Actual 2019					
A\$	Main A/c	Canteen	Uniform	Total	Main A/c	Canteen	Uniform	Total	Variance	%
Voluntary Contributions	190,000			190,000	177,830			177,830	12,170	7%
Sales		258,000	229,423	487,423		251,799	220,512	472,311	15,112	3%
Fundraising and interest income	89,575			89,575	82,690			82,690	6,885	8%
Total Income	279,575	258,000	229,423	766,998	260,520	251,799	220,512	732,831	34,167	5%
Cost of Sales		160,435	143,912	304,347		153,893	141,090	294,983	9,364	3%
Payroll		86,174	33,018	119,192		74,654	32,055	106,709	12,483	12%
Contributions - Guaranteed	85,000			85,000	85,000			85,000	-	0%
Contributions - Multi-Lit	53,000			53,000	53,000			53,000	-	0%
P&C Expenditure	65,000			65,000	82,663			82,663	(17,663)	-21%
Event expenses	38,000			38,000	31,883			31,883	6,117	19%
Finance, Properties and Admin	27,900	4,895	8,410	41,205	39,671	4,740	8,480	52,891	(11,686)	-22%
Software and Depreciation	10,483	1,860	3,617	15,960	26,448	1,317	3,513	31,277	(15,318)	-49%
Project costs			10,000	10,000				-	10,000	100%
Total Expenses	279,383	253,364	198,957	731,704	318,665	234,604	185,138	738,407	(6,703)	-1%
Profit / (loss)	192	4,636	30,466	35,294	(58,145)	17,195	35,374	(5,576)	40,870	733%
Transfer to/from Sub-committees	30,000		(30,000)	-	40,000		(40,000)	-	-	
Profit / (loss) post transfer	30,192	4,636	466	35,294	(18,145)	17,195	(4,626)	(5,576)	40,870	733%

Budget explanations

- Voluntary contributions (VC) = No. of students paid VC in current year X Per head contribution = 1300 x \$213.60 at 68% contribution
- Contribution to School (General and Multi-Lit) remains at \$85,000 and \$53,000 respectively
- P&C projects \$65,000
- Finance, property and admin – Book keeper \$14,700, Audit fees \$3,500, Ground expenses \$2,500, insurance \$7,200
- Software and depreciation - Depreciation \$1,439, Digital Junction \$6,044 and Xero \$3,000

Payments

Date	Paid to	Purpose	Amount
25/10/2019	Snap printing	Moon Festival costs	93.50
25/10/2019	Chatswood Public School Canteen Shop	iCare workers comp premium refund transfer	93.05
08/11/2019	Numeric Eight	Accounting Services retainer November 2019, BAS return & Xero subscription	1,634.83
09/11/2019	Fleur Blooms	Remembrance wreath	150.00
Total			1,971.38

Motions

- To adopt the financial reports for 2018-19.
- To adopt the consolidated draft budget for 2019-20
- To continue with Tinworth & Co as auditor for 2019-20
- To approve amount totalling **\$1,971.38** (from main account, as listed in this report) for payment.

Chatswood Public School P&C AGM 29 November 2019

President End of Year report

With Tim Dodds' departure last year, we had a very respected and experienced leader to replace. Because of my position on the P&C, I was the parents voice on the selection panel for the new Principal. We started the search early in February and advertised 4 times before we were lucky enough to have Alex apply and secure the position of Principal starting earlier this term. It was a long process but the panel was not prepared to compromise and I'm sure you will all agree it was worth the wait!

As we all know, Alex has stepped into Chatswood at a very exciting time. The Chatswood Education Precinct is well underway and just before the end of Term 3 the Department did a backflip on us and changed the plans back to a straight Primary School on the Pacific Highway and leaving the High School on Centennial Ave. There were many reasons for this. When the news came through about the backflip I was mostly upset about the time wasted. The split campus was a very admirable idea, but when we started to get into the nitty gritty, it was obvious that there were major flaws. As the compromises continued, the Primary School was being shunted into a corner on Centennial Ave and we were losing the access to extra space that was our sweetener to move down there!

I was also pretty upset as the new plan was nearly a mirror image of a plan the P&C had commissioned and presented to Gladys back in 2014!! So just before the September holidays the P&C went to the press. Together with a group of dedicated parents, we collated the facts (including the history) and presented a statement to the SMH. Before going to press, we advised the School Community, the Department of Education and the School Infrastructure planning team of our intentions. I was very pleased to see that we were not misquoted and I'm even more pleased that some of our short term goals were sped up.

At last the Cottage will be demolished. Sadly, that space will become the 2020 demountables, however getting rid of that eyesore & burnt out hazard can still be classified as a win. The DA is currently in with Council. Work has also started on the the Soft fall. The P&C worked hard with the school to have this done earlier (and even offered to pay half!) but the mismanagement of AMU on this project has been incredibly disappointing but it is finally being replaced and our final win is that the Department has agreed to pay for an additional toilet clean at lunchtime. The P&C has been covering this cost for several years now.

Our long term goals have also gained some traction. When I look at my years here at CPS - Capacity has always been a major issue. None of us need to be demographic experts when we look across the Pacific Hwy and see numerous high rises to know that our school will be crowded. The Education Precinct was announced in September 2017 and I have spent countless hours trying to get the Department to understand that 1200 students was a silly number to throw around. Everyone agreed that no one wanted a super sized school - however parents wanted to know where will the children fit? Will there be enough play space? What will

happen to the overflow when on Day 1 the school is already over capacity? At every community session held and every letter sent to School Infrastructure by parents had 3 recurring themes: 1. Capacity. 2. Play space 3. Staging

It was a happy day before our last P&C meeting when School Infrastructure gave us our own presentation and the Dept (without mentioning any student numbers!) agreed to give us the equivalent number of learning spaces we currently have and a guarantee to keep Bush Campus until the newly promised Primary School is opened and we no longer need the classrooms to meet our enrollments. The Chatswood Education Precinct is still a combined project, but there is a more definable line now. Another win for our P&C is that the Dept has allowed the Public School to have an engaged parent group outside the PRG. The Department has high respect for our P&C, our opinions and thought processes and we will continue to work on a design plan for the Pacific Highway site and the ensuing staging. There is a long way to go!

After 6 years on this project, it feels weird to be handing it on. The major accomplishments are:

- The project is real and a State budget has been allocated.
- The School Infrastructure team is dedicated and really wants the best for us.
- The State Government has committed to finding a new site for a new Public school in the area.
- Bush Campus will be kept until the new school opens and we no longer need additional spaces.
- The project will deliver at least 53 learning spaces, that is equivalent to what we have in 2019.
- The student numbers have no cap.
- The school sites will continue to be available for community use eg the halls, the oval, the play spaces, etc

More information can be found on the School Infrastructure website as it becomes available.

Everyday P&C operations

Normally being President of a P&C isn't about lobbying governments and talking to the Press. Life should be simpler than that! We have business units to run! - and I am very lucky to have Aimee and Sue Low running the Canteen & Uniform Shop.

Since I've been President we have shifted the vision of the P&C, realistically we know that many of us will never see the finished Chatswood Education Precinct so we have decided all money raised will be spent on benefitting the children who attend the school now. That's why we have presented a \$0 profit/loss budget tonight.

Our P&C is fortunate to have quite a lot of money and we have made some constitutional changes to ensure the money we have is protected. Being a member makes each one of us a custodian of other people's money and we need to think how best to spend the money to ensure the best outcome for everybody.

Normally at the AGM we agree to contribute \$138k to the school to help make it a better place. This financial year we also gave an additional \$74k for Special projects. So that is over \$212k that we have given back to the school! We raise this money by Voluntary Contributions, Fundraising and running our 2 successful business units.

The \$138k is made up of two amounts - \$85k for the school to spend at its discretion and we provide \$53k to assist the school's Learning Support program. This is an initiative that our P&C remains particularly proud. This additional funding is not only benefiting the children who are being supported to strengthen their literacy skills but the broader student population by freeing up the teacher.

This year the discretionary \$85k covered hardware, software, charging stations, books and our 3 new beautiful Murals.

Part of our Special Project budgets have been to replace hardware. Last year we replaced the computers at Bush Campus, this year we replaced the Stage 1 computers and bought new iPads for Kindergarten and next year we will replace Stage 3 hardware.

This year we also paid for a School Learning Support Officer for 3hrs / day, to help the teachers in Semester 2. By Term 3, additional children have been identified with extra needs and our school also has a high enrolment rate at the mid year, due to a families moving countries. The P&C are proud to assist our teachers in anyway we can.

We continue to offer Student Injury Insurance for our students in an out of the school 24x7. This includes Ambulance cover.

Put your thinking caps on, if you have any ideas on how we can make our school a better place - please let us know!

Thank You

I would like to thank the 2019 P&C Executive Committee: Joe Grundy, Irene Chan, Pearl Chan and Kate Pereira. It is fantastic to work with such dedicated people who always sought to deliver the best outcome for the children and the school community.

- Vice President Joe Grundy ensures that we run the P&C according to our Constitution and By-Laws. Joe continues to be on board the PRG and his attention to detail has not gone unnoticed at School Infrastructure. Joe continues to be actively engaged with Council and the RMS regarding traffic management issues in the areas adjacent to both school campuses. We thank Joe for his dedication in developing, presenting and so actively pursuing the traffic and road safety issue including those pesky escalators on the Pacific Highway! Joe also finds time to volunteer every Thursday as part of the Schools Ethics team.

- Kate Pereira - just completed her second year as Secretary and is stepping up to replace me on the School Redevelopment project. We have already started the handover and introduced

her to part of the greater team. Kate has been a joy to work with and has worked tirelessly behind the scenes. We can thank her for our Christmas Party tonight. Kate is also a big contributor to Music Camp.

- Vice President Irene Chan underestimates her contribution. She has been a great sounding board and her link to the Chinese community has been significant.
- Our Treasurer, Pearl Chan has been amazing. Pearl put her hand up at the Kindy orientation two years ago and has not looked back. This year we transitioned to an accounting firm Numeric 8. Our Business Units and general accounts had gone past having a parent employee and we needed to ensure that in case of sickness or holiday we had proper coverage. Together with Numeric 8, Pearl has put some fabulous controls in to our Finance system and she has maximised our cash flow and our interest bearing opportunities.
- Our Canteen Convenor – Aimee Ipson Pflederer – is definitely more than our Canteen Convenor. In the last 2 years Aimee has stepped to the front, she has always participated but for many years she did so on the quiet. Aimee continues to make a massive contribution to the school. She is everywhere! Aimee has done amazing things at the Canteen, she still works in the Uniform Shop and is part of every event. Aimee was another main player for Music Camp.
- Thank You to Paul Battaglia for continuing to maintain our P&C website and for his B2B experience in the Uniform Shop.
- I would like to thank Judy Green and her helpers with the Lost Property. This is not an official position, but one that Judy has taken on board. Several times during term she will sort and try to get the hats & jumpers back to the students. At the end of every term, she takes everything home and washes it. Small acts like this make our school work better.
- A special Thank you to Julie Hill. She has volunteered at the school for 10 years, originally as Class Parent Co-ordinator then later in the Music Dept. Her organisation will be sorely missed. We will be giving Julie a small farewell gift at the Carols night.
- I'd like to say a Special thank you to Sue Low, I'm very sad that she is overseas for work this week as I have worked very closely with Sue over 5 years now and I find her personally very inspiring. She has an amazing work ethic and attention to detail. Her vibrancy is contagious and she continues to make huge contributions to the school. Sue has, once again, been heavily involved in organising various fundraising and cultural events including the Moon Festival. Between Sue & myself we have changed how Moon Festival is run. We have moved from small get together to major fete. In her spare time (!) Sue is the Uniform Shop convenor and working with the committee at a permanent online solution for us. We encourage Sue's enthusiasm and outgoing nature and look forward to her remaining involved for years to come.

I can't thank everyone who has helped us individually but Thank you to all those who have volunteered at the school this year: our many Moon Festival helpers, those of us who give up their time to assist in the Canteen and the Uniform Shop, our Music Camp volunteers and other events.

Of course the P&C couldn't achieve much without a close working relationship with the school. Thank you to the School Executive, Thank You to our school Office Staff who we work closely with in many admin aspects of running the P&C. Thank You to all our fabulous teachers and support staff who engage and nurture our children to make them the best that they can be.

Ok for my personal indulgence now! I'm just going to finish off with my highlights. As I mentioned earlier capacity has been my main game here at CPS. When I came for the school tour in 2011 I had heard that the school was big and crowded. I remember walking past morning lines under the top COLA and asking the Deputy what percentage of the school was under the COLA. Everyone he said, and I thought to myself "Oh that's not too bad, and wow kids are so little if they can all fit". That was 787 students, now fast forward 8 years and we now have over 1350!

Capacity was on the radar from 2012 in Willoughby and constantly part of our agenda. We had a Master Plan committee - 3 Presidents ago! And many years of promises. In 2017, when the school population hit 1250 the P&C got sick of promises and started to play the game very hard. One of my personal highlights was drip feeding 591 form letters from parents - I posted around 10 a day for about 2 months - and that didn't include the letters that went direct and not via me! Chatswood Public has the dubious honour of having had the most communication of any school ever. We also presented 1440 signatures to the Premier and Mayor. This was the start of the Education Precinct. And I know this year 100s more letters/emails have been received.

When Alex started, I gave her an early tour of the school. It felt a bit like Show & Tell of the P&C. I was extremely proud as we walked around the school and so many of the areas had been touched by our presence. Obvious things like the refurb of the library and the art room. The conversion of the storage cupboards to Music Rooms. Posters around the school displaying WILF & WALT. The gardens in the Amphitheatre and Lowers. The playground and the Sandpit. The bean tables in the Kindy room, upgraded Technology at every stage. Air Conditioning in the BER block. The toilet cleaner. The VMS out the front. The list is so long!

I am proud of the back end changes that have been made on my watch. Starting with combining the AGM with the Christmas party! We have streamlined our systems and I've been lucky to be part of a shift of culture within the P&C. I hope that it is more inclusive than when I first started. We have brought the P&C into a new era of online technology - E-ticket sales, online shopping and our website. I have tried to open the lines of communication with regular P&C updates via the newsletter, website and social media. Trying to get people involved in a big school is hard work. Everyone seems to think someone else will do it. I would encourage everyone to do maybe a little bit more and please read the newsletter!!!

Last year was the first year I used my position for personal reasons! I helped fix ChattiesWood and brought it into the 21st Century. This year book is such an important momento for

everyone that comes here - I wanted to create the book to be a showcase of our school. Flicking through makes me extremely proud of being part of the Chatswood family.

I think we all join community groups for various reasons and I am a firm believer that the more you put into something the more you get out of it. I'm not totally selfless as my children have thrived here but I also know lots of the things I am doing will never benefit me or my family directly. However, all the benefits that I have received by being part of this community have been actioned by people before me.

I have thoroughly enjoyed my time here at Chatswood. I have made some very good friends and I have built some strong relationships with people at all levels. I am sad to leave however I know that I am leaving the P&C in good hands. I am excited to see my children move onto high school, happy, well balanced and well educated.

Chatswood Public School P&C Canteen Committee

2019 Annual Report

Canteen Committee Members: Tash Kay (Canteen Supervisor), Shing Ka (Treasurer), Jerome Roberts (Secretary), Phillip Neal, Samanta Gunn, Aimee Ipson Pflederer (Convenor)

Canteen Year at a Glance

The Chatswood Public P&C Canteen has seen significant updates in the past fiscal year, notably in the realm of operations and staffing, menu development and assets. The Canteen now operates with one supervisor and two assistants on staff each day of the week. In addition to augmenting human resources and operations, the Canteen team has focused on our move toward the Healthy Canteens Strategy mandated in New South Wales. The team is excited about the ongoing menu updates and further collaboration with the school in sharing nutritional options and supporting healthy eating habits for our students. The Canteen concludes the 2019 fiscal year with a surplus, and projects a slight surplus in the upcoming fiscal year.

Canteen Operations & Staffing

Critical to our mission of providing a range of morning tea and lunch options has been an ongoing review of our menu. Over the course of the past three years, the Supervisor and Assistants have introduced homemade “main” items to the lunch menu, with a different in-house option each day of the week. Some items feature throughout the year as they are quite popular, whilst some items alternate as seasonal menu options. The Canteen has similarly increased the range of options provided through local suppliers, primarily from our sushi supplier, as well as occasional items on Canteen Fun Days. This expanded range provides fresh options for the students and welcome changes in the routine for the staff and customers. Each updated item has been developed to align with NSW Healthy Canteens Strategy guidelines (please see following section for further information regarding Healthy Canteens).

The increase in paid staff was undertaken at the beginning of the 2019 school year to enable the Canteen to ensure consistent coverage of staff, foster staff retention and offer professional development opportunities for local community members. Our expanded offering of in-house items has incorporated a greater proportion of fresh ingredients and a correlated increase in labour (staff time). To ensure the Canteen team could produce and package the quantities of orders submitted the Committee developed and recruited for the Canteen Assistant role. We were thrilled to receive applications from ten community members, and the interview panel had the difficult decision of selecting two candidates for the job-share position. We now proudly recognise a canteen in which all four staff members are parents of current or alumni students. Whilst the primary role of the assistants is to prepare and package orders, they also support counter sales to students as well as stocktake and other ad hoc tasks as needed. The dedication of the Assistants now also signifies greater stability across the Canteen staff team, and has created a pool of more than competent candidates for

casual needs. In that same vein, the Supervisor regularly engages the Assistants in new components of the food preparation and packaging, so as to foster the skill sets and procedural knowledge across the team. The Committee extends its sincere appreciation to the steadfast staff team: Tash, Cecilia, Selina and Janine. As we move forward, the Committee will identify professional development opportunities to support continued depth and breadth of staff expertise, and document our recruitment and onboarding processes.

Volunteers retain an essential role in the Canteen, alongside the staff; it is with their generosity of time that we are able to fulfill customer orders, provide counter service, and provide Bush Campus lunch service. Critical roles for volunteers include: morning labeling of orders, as this enables staff to get a quick start on daily food preparation; lunch order packaging and sorting; Bush Campus lunch service; and Canteen Fun Day cooking and service. We also benefit from a highly engaged group of Year 6 Canteen Student Volunteers who assist with counter sales during morning tea and lunch as well as simple tasks around the Canteen, all under the supervision of the Supervisor. In the past year the Committee has dedicated a significant focus to building the staff structure and training our new Assistants and possible proxies. In the next year we will be able to turn greater focus toward strengthening the volunteer base across Canteen services.

Healthy Canteens Strategy

The Chatswood Public Canteen is well on its way to NSW Healthy School Canteens designation; we expect to submit final documentation for the Healthy School Canteens application prior to the AGM. The Canteen Supervisor met recently with our regional Health Promotion Officer, whose informal assessment suggested several revisions we could make on the menu and the overall layout of the Canteen to meet guidelines. As a team, we endorse the Healthy Canteens Strategy commitment to providing more “everyday” options for our students, and are excited about the Chatswood Public Canteen’s vision being in alignment with the NSW Strategy. In addition to oversight, the Healthy Canteens and Health Promotions team offer ongoing support for success as well as a network of school canteens on the same journey.

In essence, the Healthy Canteens Strategy specifies the following updates to Everyday and Occasional food and drinks:

- Everyday food and drinks constitute three-quarters of the menu, and Occasional food and drinks one-quarter
- Portion limits are maintained for all food and drinks
- All food and drinks meet 3.5 Health Star rating or above
- Canteen layout and promotional materials promote and display Everyday choices (and downplay Occasional choices, with no display at point of sale)

For further information on the NSW Healthy School Canteens Strategy and related resources, please go to:

<https://healthyschoolcanteens.nsw.gov.au/about-the-strategy/the-revised-strategy>

Canteen Assets

Fixed assets and small appliances in the Canteen have been acquired over an extended period; the team continuously monitors the assets for maintenance or service needs. In the past calendar year, the Committee was forced to replace the Canteen's two large chest freezers, as each unit ceased functioning properly or reliably. In order to ensure food safety and efficient processes, the Committee sourced two new chest freezers and have reconfigured the layout of the Canteen storage space to facilitate workflow. We will continue to monitor and service other appliances as needed, as well as adjust the facilities layout to improve systems and align with Healthy Canteen guidelines. The Committee currently is preparing an update to the assets inventory for the Canteen.

Following our review of facilities specifications and the potential for a commercial dishwasher on site, including the engagement of a systems engineer to survey capacity, the Canteen Committee has determined that, at this point in time, the P&C resources will be best allocated toward the refurbishment of the Canteen sink to an industrial size coupled with an under-bench dishwasher. These improvements will facilitate better use of time and resources to move the Canteen toward its environmental sustainability goals and see through the Canteen operations until the school redevelopment is completed (envisioned for full opening in the 2024 school year).

Additional Project Areas

The Canteen Committee will be working on several elements of Canteen strategy with an eye toward continuous improvement of processes, and expansion of the menu as is feasible with human resources and customer interest. Additional projects include:

Promoting Healthy Eating: The Committee and staff are developing promotional materials and information in a variety of channels, including on-site collateral, print media and electronic communications platforms.

- Healthy Eating Guidelines posters in the Canteen, Fun Food Facts in the school newsletter, student campaigns
- Fresh Fruit and Vegetables campaign with Sydney Markets collateral
- Interviews of staff and students on their healthy eating inspiration.

Bush Campus Services: As part of the Canteen strategy to create equitable access, we will survey current Y2-Y4 students and families on their vision and wish list for Canteen services at the Bush Campus. Short of building a Canteen space on the Bush Campus site, we will be exploring the potential for morning tea service based on customer feedback and logistical and staffing considerations.

Professional Development: With a solid staff structure in place, the Committee will work closely with the Supervisor to cultivate ongoing professional development opportunities for the Supervisor and for Assistants. We aim to create a more robust network with fellow school canteens in the region, including potential site visits to other sites with

similar operational structures and/or demonstrated success in sustainability practices. Our pool of qualified staff and volunteers now enables the Supervisor or Assistants to conduct site visits or participate in off-site workshops with minimal impact on daily operations.

Looking Ahead & Projected Budget

The Committee and staff are excited about the future of the Canteen. We continue to work on documenting protocols and processes in each facet of Canteen operations and infrastructure.

The Committee submits the 2020 projected budget for P&C executive approval, with full confidence in the progress we have made and strong strides toward the Canteen vision and strategy. Critical components of the strategy include a goal of increasing sales volume with better promotion of Canteen offerings and menu selections aligned with guidelines and customer interest. The Committee will explore opportunities to reduce cost of sales ratio with more favorable agreements with suppliers (this remains an area to be negotiated). The 2020 budget also reflects an estimated increase in materials costs, as we project an increase in costs related to sourcing more eco-friendly packaging and utensils.

We thank the Chatswood Public School students, staff, families and P&C for continued support of the Canteen operations and offerings.

Chatswood Public School P&C Uniform Shop

2019 Annual Report

The Uniform Shop in 2019 has been maintaining a functioning operating model in a temporary location at 688 Pacific Highway and ensuring efficiencies over the year. There are a few key issues to report on for the 2019 year. A new online payment gateway in Term 4, smooth ordering process and purchase orders linked from Vend POS to our accounting software, Xero, streamlining inventory and almost complete sell-out of all salvage items of the fire damaged stock from 2017.

Facilities and Online Shop

The shop has continued to trade well, using premises at 688 Pacific Highway, next to the school. These were kindly made available by Aqualand at no cost (Uniform Shop to maintain Liability Insurance). However, there are still discussions around Aqualand seeking to develop these premises and, as such, the shop's location is not secure. The offer for the Uniform Shop to remain at 688 Pacific Highway as the safety issues in the building did not impact our shop, can be terminated with one month of notice and, despite assessment of many options, no viable alternative accommodation has been identified. This may change following the redevelopment of the school, now that there is a plan and in that new plan, the questions have been asked by the School Community as well as the Uniform Shop committee on what the future looks like in the new school build. That however is still several years away, leaving the Uniform Shop very exposed in the event that the lease is terminated before then.

Given this risk, and uncertainties, the Uniform Shop committee is still working on plans to move the shop to a 100% online model in the new future. There has been a slight delay in implementing this 100% online model as there has been some apprehension on the impact this may cause with parents/carers. As we still currently have access to 688 Pacific Highway for the time being, it may well be best to transition in stages, first with implementing the offer for shipping to encourage use and offer convenience with the online shop and to still have a mix model of online and trading/fitting set times at the shop. This will also give the committee some time to work on the returns and exchange policy with the aim to move to a fully 100% online model by Term 2 2020. While reducing the operating risk for the business, it is important to understand that this will impact the way that parents at the school interact with the shop and that this may cause some inconvenience. However, given the alternatives available, the committee is of the view that this change is essential to protect the business.

More recently, a "Look Book" Product Catalogue to replace the current paper order form has been drafted and sent to both Uniform Shop managers for their comments. Prices have been specifically removed for ease and convenience so as to only have the one source of truth with prices via the Online Uniform Shop. It is anticipated that this "Look Book" should be ready to be rolled out for the new school year in 2020 with information on the different Uniform options per season and sizing information to assist and encourage access to purchasing via the online shop.

Issues with trading systems

While the current online business has been trading well, there have been a number of issues with the underlying systems. This has resulted in a number of accounting discrepancies which have had to be manually addressed, resulting in significant effort for the staff of the shop and the P&C.

A number of changes are being considered to the shop's IT systems to address these issues. In particular, the e-commerce platform, Woo Commerce has now been configured to integrate directly into Xero, the P&C's accounting platform. A new register was also introduced in the Vend POS to separate the sales of the physical trading shop to the Online Shop to ease the transition to a 100% online model as well as to assist with improvement with trading register closures bank settlements and payment gateway to bank settlements for the Online Shop. In Term 4 2019, the Online Uniform Shop has also transitioned payment gateway from Quaypay to Stripe and this has offered a more seamless reconciliation with the e-commerce platform as well as the Vend POS. These improvements are now all fully deployed.

Uniform changes

While the Uniform Shop Committee does not control the school's uniform, it is recommending a number of changes. Of particular concern to the school community has been that girls should have the option of not wearing skirts or dresses. Although there are already clothing options in the current uniforms to support this choice, the committee is of the view that there are better, higher quality and more appealing uniform designs, which should be considered. A shortlist of recommended changes has been presented to the 2019 P&C Executive. The school Principal has the final decision rights for uniforms and the committee looks forward to presenting to the new Principal in 2020.

Finances

The Uniform Shop has traded well in the 2019 Financial Year however profitability has been impacted by salvage stock sales and year end stock revaluation. During the course of the year, the Uniform Shop has transferred \$40,000 to the P&C main account and it is proposed to provide a further transfer of \$30,000 in 2020.

Net profit in 2019, prior to the \$40k transfer, was \$35,374.

Key areas in 2019:

- Sales – as we have been selling down salvaged stock, sale prices and therefore income is lower than budgeted by \$13k.
- Inventories – An auditor requested revaluation of stock at year end reduced the value of Stock by \$16k which was expensed to the P&L.

In 2020, the Uniform Shop is budgeting to break even (\$465 profit after the \$30k transfer to the P&C). This reflects the need to budget for relocation costs (\$10k), as well as an expected increase in sales income as we have come to the end of the salvaged stock so full priced stock will be sold. Uniform Shop is also planning to review pricing margins in the new year.

We have also streamlined our inventory and only order what is needed and reducing the variants/SKU and style options (e.g. school bags, jackets, library bags) with the aim of having a healthy inventory level across our essential products without over-carrying unnecessary inventory. Most fire damaged stock from 2017 are close to selling out, with only the odd sizes (large sizes mainly) that are left. It is expected that these salvaged items will be fully depleted by end of Term 1 2020.

Committee members and shop volunteers

It is important to acknowledge the efforts of all members of the committee, Joanna for her support, guidance and help in pulling all our financials together and that they are in order and also the Uniform Shop staff, Natasha and Aileen and our consistent shop volunteers. Without them, the shop would not function. Paul Battaglia's efforts in supporting our IT systems is also greatly appreciated.

Thank you to all our wonderful shop volunteers throughout the year, it's so great to have fabulous and reliable people to be present at the shop to assist Natasha and Aileen each week. Thanks to Sacha, Aimee, Coco, Shanty and the many other parents who have and were willing to spare time over various weeks to help at the shop.

At the end of this year, we will see our Secretary of the Uniform Shop Committee moving on from CPS. Thank you for all your help, Joseph. We will be putting on the school newsletter a call out for more parents/carers to join the Uniform Shop committee.

Sue Low
2019 Uniform Shop Convenor

Chatswood Public School P&C – Events Annual Report 2019

In the year to 30 September 2019, the P&C fundraising totalled at \$XXXX. This year's social or fundraising events included:

1. Easter Eggstravaganza
2. K-2 Bush Dance
3. Year 3-6 Disco
4. Moon Festival
5. Staff Thank You Lunch
6. End of Year Celebration Night
7. Celebration of Carols

Looking back over the year, we once again organised many successful events and activities.

1. Easter Eggstravaganza 2019

Calling out for donations of Easter Eggs,
any size!!!! *****(NO NUTS, PLEASE!!)*****



Easter Eggstravaganza



Easter is just looming around the corner!!

Donations of Easter eggs are greatly appreciated!

P&C will be sharing these eggs with all K-2 children to help
celebrate our K-2 Easter Hat Parade and
Grandfriends Day

on Friday, 12th April 2019

Please drop off your donations of Easter eggs at

Main Campus office.

(Include your name on the donation so we know who you are!!!!)

Thanking you in advance!



Thank you to everyone who had generously donated Easter eggs for the K-2 Easter event. The P&C shared all the donated eggs with all children from Kindy to Year 6! The response was overwhelming!

2. P&C Mother's Day Stall and Father's Day Breakfast

Due to some unforeseen circumstances, the usual Mother's Day Stall and Father's Day Breakfast were not on for this year. We took the opportunity to thank everyone for their support and wished all Mothers as well as Fathers a very Happy Mother's Day and Happy Father's Day from the P&C!

3. K-2 Bush Dance

CHATSWOOD PUBLIC SCHOOL P&C
INVITES NEW AND CURRENT FAMILIES TO

**KINDERGARTEN
YEAR 1 & YEAR 2**

BUSH DANCE

SATURDAY 22nd June, 2:00 PM
Kick up your heels to the music of "heel and toe" and other traditional Bush Dance with Phil Dye!

SAVE THE DATE~
Tickets will soon be available to be purchased online - details to be announced soon....Numbers will be strictly limited!

Siblings (brothers/sisters from the same family) welcome. A ticket is required for all children.[^] All children must be accompanied by an adult.

COST: \$12 per child; \$30 per family (3 or more children)
This cost includes: entry, live BushDance music, 4" Subway sandwich and a drink. Additional Subway sandwich and cookies available to purchase.

There is a country theme to the dance. All are welcome and is great fun for the children (& parents) to dress to the theme (*totally optional*)!! Come have some fun with your children and support the P&C with all funds raised invested back to the school!

[^] Children < 2 years do not require a ticket



Kick up your heels to the music of "heel and toe" and other traditional Bush Dance with Phil Dye!

Thank you to both Paul Battaglia and Kylie Livingstone for their help in coordinating the event as I was unable to attend. Weather held up with some drizzles only even though the forecast was for 100% chance of rain. We had 67 children in total (compared to 86 in 2018 and 105 in 2017). The attendance was a challenge this year with a much smaller uptake from Kindy this year. It seems this is not seen as a school event. Potential to look at an afternoon school / evening event to encourage better attendance of both children and teachers. Another suggestion to increase uptake is also for the school to promote upcoming events in the newsletter – banner ad at the top for next events coming up.

Nevertheless, for those that attended, it was an energetic, fun-filled afternoon!

4. Years 3-6 Disco



Spots & Stripes
Chatswood Public School
3-6 Disco

28 JUNE 2019
YEAR 3-6 DISCO

6:30 pm – 9:00 pm
Gamarrada Place (School Hall)

LOOKING FORWARD TO SEEING YOU AT OUR SOLD OUT EVENT!!!

Tickets can be purchased online at
<https://www.trybooking.com/BDJGZ>

Children will receive **pizza slices** (choices of Hawaiian, Meat Lovers, Cheese, Supreme and Vegetarian - **first come first serve basis, while supplies last**) and **1 Juice Box drink**. Music to be provided by **Funtime**.

Numerous games (eg. musical statues, Simon says, limbo, boys vs girls dance offs), some structured dances, singing on microphones and some straight up dancing. Fun prizes to give away on the night!

***** IMPORTANT *****
Parents/Carers **MUST PERSONALLY COLLECT** from the HALL. **PROMPTLY** at 9:00pm. Please **DO NOT** instruct your children to meet you at one of the school entrances after the event as the children will not be permitted to leave the hall alone.

Don't Be Shy
—
Dress Up In Spots
And Stripes
—
Dance The
Night Away
—
Have Fun With
Friends
—
Join in for Games
—
SEE YOU THERE!!



For the Disco this year, we called on a different DJ from the one we have used for the many years before and this new DJ came with more games and fun! This year's theme was **Spots and Stripes!** Kids came dressed in their spottiest and stripiest outfit - clothes, hats, hair, socks, etc.

We sold over 148 tickets and children had a fun, entertaining night with comparatively effort and raised close to \$2,000. As this was a drop-off party, parents/carers would have also hopefully enjoyed about 2.5 hours of child-free time.



5. Moon Festival

THANK YOU to ALL parent/carer and teacher volunteers who contributed to the event.

Sue Low for heading the Food Stalls and Games Stalls Committee, sourcing and coordinating all stall coordinators, catering equipment, explore and introduce sustainable and more eco-friendly packaging and utensils. We are custodians of the planet and every environmentally conscious choice we take makes a real difference.

Sumi, Sarah, Sera, Nirat, Tracey, Tash, Aimee, Jen, Racha, Sylvia, Rupali, Lily, Carol, Tina, Soehan, Lani, Sheryn, Coco and Kylie for volunteering to be food and drinks stall coordinators. In addition, an immense thank you also goes out for all your time and effort in sourcing, preparing, cooking and providing the spread of multicultural food served at this event.

Cecilia, Nancy and ALL TEACHERS for volunteering to be stall coordinators.

Andrea, Paul and Sumi for reaching out to the local businesses, coordinating sponsorships and donation of prizes.

Andrea for coordinating raffle draw tickets and Online Silent Auction.

Sue and MeiXi for coordinating Kids Special Packs and locating the Lanterns.

Pearl and Andrea for coordinating tokens and management of all finances.

Paul Battaglia (Digital Junction) for the IT enablement and all his technical support for this event.

Cherie Saxby (Classic Yearbooks) for all Moon Festival artwork and to **Snap Chatswood West** for all printing needs.

A big thank you to **ALL Teachers, parents/carers and children** who have contributed to the stage and entertainment programme.

Keith and Peter for their handyman support and assistance before, during and after the event.

CPS Office Staff and Teachers, Mr Fuller, Ms Hill, Mrs Ryan, Mrs Scott and especially **Mrs Maginnis** for their fantastic support and tireless work.

All the hard working parents who have supported the festival through cash donations, prize vouchers and/or prize items and working tirelessly, volunteering their time on the night of the Moon Festival.

A HUGE THANK YOU from Chatswood Public School Moon Festival Committee 2019!

Also an extensive thank you to **Sue Low** and her supporting family for her stupendous coordination skills and hard work in leading the Moon Festival committee and a big thank you also to **Mrs Maginnis** and **Ms Hill** for their continuous support and dedication to ensure the lovely CPS tradition of Moon Festival is kept alive!

Chatswood Public School

MOON FESTIVAL

2019

Thursday 12 September
5 pm - 9 pm

Everyone is welcome!

This is the BIGGEST multicultural event in our school calendar!
THE MAJOR P&C FUNDRAISER FOR THE YEAR and a night that all of us can enjoy!

Activities and Stalls 9D Movie Showbags Lanterns Games and Books Ben & Jerry's Ice Cream Fairy Floss Sausage Sizzle	Variety of Cakes Mooncakes Multicultural Food Free entry to all Entertainment Lion Dance Multicultural Dances Traditional Moon Lady Lantern Parade Plus more...	Raffle Draw! Buy our Raffle Tickets for your chance to win prizes. Winners will be drawn from the next day!
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The Moon Festival Committee this year tried a new initiative this year - aware that Moon Festival is no longer a LOTE/EAL/D multicultural project but a whole school fete, the committee approached it differently by engaging the teachers and having them contact their parents directly for volunteer help and donations.

Moon Festival was a great success - Thank you to all who made it such a wonderful event! The Moon Festival attracted many school alumni's and past students as well as thousands of people from around Chatswood for a night to remember!

Thank you to all parents/carers and teachers who have attended numerous meetings and have contributed their time and effort leading up to this major fundraising event. We would also like to thank everyone who helped out on the night and those who have generously supported us in donating cultural gifts and prizes.

With all your support, we have managed to help raise over \$34,963.03 for the school, a splendid profit, illustrating the dedication and generosity of all involved. Organising Moon Festival is a huge logistical challenge spread over many months and I would like to thank the organising committee for all their efforts. Over the last 2 years with the revitalising and enhancements of Moon Festival, Moon Festival profit has increased by over 325%.

Also, congratulations goes out to the classes below who have truly participated in the spirit of Moon Festival celebration and activities! Thank you for all the support in making this event possible! All prizes (Pizza Party and Showbags) were honoured and distributed before the end of Term 3.

As we continue to seek to diversify our fundraising, we once again accepted sponsorships from organisations in return for allowing promotion of businesses to the school community at Moon Festival and the weekly school newsletter leading up to Moon Festival night. I would like to thank all local Chatswood businesses who were sponsors of our Moon Festival.

We couldn't run all the P&C events without the help of volunteers, so I would like to heartily thank all the event coordinators and volunteers for all the work they do at the school. Thank you to all those who volunteered to make these events happen.

Like all community organisations we face challenges of getting volunteers and running successful events. In order to stay relevant and functional, we do need new talents, ideas and enthusiasm as existing parents and children pass through the school and on to high school. A P&C must always remind itself of its purpose: to promote the interests of the school and the education of its children. All proceeds, funds raised at all the P&C events goes back to the school community! Thank you to everyone for supporting your child's school.

Thanks also goes to GA Keith and Peter who have helped tirelessly at many of our events and goes over and above what is required. Thanks also to all the teaching and administrative staff who support our events. Finally, I would like to thank the office bearers and executive team of the P&C. You are all an extremely dedicated group of parents who work incredibly hard to support your school. Thank you for your support throughout the year.

Moon Festival 2019 Financials			
Source	Revenue	Expenses	Profit
Tokens	\$ 25,257.22	\$ -	\$ 25,257.22
Marketing - Designer		\$ 420.00	
Kids Special Packs	\$ 10,758.10	\$ 2,914.84	\$ 7,843.26
Monetary/Cash Sponsorships	\$ 200.00		\$ 200.00
Cash Donations from Parents/Carers	\$ 623.00		\$ 623.00
Raffle tickets	\$ 10,399.50	\$ 878.26	\$ 9,521.24
Stalls	\$ 1,158.60	\$ 5,856.69	
Utensils, Plates & Containers - BioPak & Independent		\$ 1,352.45	
Marquee, Equipment, Stage & Sound System - Pillingers		\$11,588.85	
Lights & Generator - Kennards Hire		\$ 833.40	
Lion Dance		\$ 1,000.00	
Ben & Jerry	\$ 1,465.00	\$ -	\$ 1,465.00
9D Movie	\$ 1,840.00	\$ 1,100.00	\$ 740.00
Fairy Floss	\$ 1,606.10	\$ 360.00	\$ 1,246.10
Silent Auction - Galabid	\$ 8,740.00	\$ 780.00	\$ 7,960.00
TOTAL	\$ 62,047.52	\$ 27,084.49	\$ 34,963.03

6. Staff Thank You Lunch

P&C organised an afternoon lunch serving hot food, freshly cooked and prepared by a CPS parent and co., Racha's Kitchen. An afternoon of sumptuous feast of Syrian cuisine.

A spread of desserts were also donated kindly by our Kindy parents.





7. End of Year Celebration Night

A festive poster for an 'End of Year Celebration Night'. The central text reads 'YOU ARE INVITED TO END OF YEAR CELEBRATION NIGHT ADULTS ONLY EVENT WHEN 29th November 2019, 6.30pm WHERE Thai Naan Restaurant 230 Victoria Avenue, Chatswood'. The poster is decorated with various party icons: a cake, a bottle, a glass, a gift, a crown, a party hat, a fork and knife, a rocket, a beer mug, and a crown. The text 'A night to celebrate the year with Multicultural and Diversity which makes our school different and unique! Take this opportunity also to welcome our new Principal and also to farewell our outgoing P&C President!' is written in purple. The booking link 'https://www.trybooking.com/BGVSL' is in bold black. The ticket price is '\$41.00 + \$0.50 (Trybooking fee)' with a note '(Ticket price inclusive of credit card processing fee)'. A small red apple icon with 'Special Dietary Needs' text is next to a note: 'Please indicate when booking tickets if you have any special dietary requirements'.

8. Celebration of Carols

A poster for 'Celebration of Carols' at Chatswood Public School. The text includes: 'Chatswood Public School proudly presents', 'Merry Christmas' with a star, 'CELEBRATION OF CAROLS', 'Thursday, 5th December 2019', '5:00pm - Picnic Dinner in the Playground', '6:30pm - Christmas Carols on the Astroturf**', 'SAUSAGE SIZZLE, NOODLES, DRINKS and ICEY TREATS', 'Enjoy the Rotary Club of Chatswood Sunrise BBQ/Drinks Fundraiser', 'Please come & support their efforts!', 'Most of all, bring along your Christmas Spirit and Angelic Voices!', 'CHILDREN MUST BE CAREFULLY SUPERVISED and SITTING WITH THEIR PARENTS ON OR NEAR THE ASTROTURF (including all performers)', 'PARENTS ARE FULLY RESPONSIBLE FOR THEIR OWN CHILDREN DURING THE EVENING.', 'ABSOLUTELY NO balls, roller blades, bikes, scooters, etc. - THANK YOU -', 'For more information, please contact: Sue Low 0412 202 813 events@chatswoodpublicpandc.org.au', and the 'Rotary Club of Chatswood Sunrise' logo. The poster features illustrations of a Christmas tree, children, a palm tree, a gift, and a Santa Claus figure.