



CHATSWOOD PUBLIC SCHOOL PARENTS AND CITIZENS ASSOCIATION

Pacific Highway
CHATSWOOD 2067

GENERAL MEETING TUESDAY 28th June 2016 MINUTES

Attendees: As per meeting register.

1. **President's welcome**

2. **Apologies**

Deborah Bodger, Rachel Johnson-Kelly, Nick Moore

3. **Confirmation of previous minutes**

Motion: That the minutes of the previous general meeting on 24th May 2016 be approved. Moved by Joe Grundy, Seconded by Paul Battaglia, motion passed.

4. **President's report**

As per attached report.

Some Exec members attended the P&C Forum – held by Federation of Parents and Citizens Association of NSW. General view was that our P&C is operating well. A few minor amendments as drafted by Angela Todd and advised to the community via newsletter are as follows:

Motion: Amendment to By-Laws - to accept changes to By-laws as per files listed on the Chatswood Public School website. <http://www.chatswoodps.nsw.edu.au/p--c-documents-and-links.html>.

Moved by Joe Grundy, Seconded by Sue Low, motion passed.

5. **Principal's report**

- *Rotary Award – thank you to the P&C for supporting the award.*
- *Masterplan:*
 - Our Masterplan passed over in the Budget. The Masterplan committee will contact Gladys B and highlight issues.
 - 2017 - Two demountables have been ordered for Main car park and one demountable (hoping for 2) at Bush Campus
- *Arts Program:*
 - Glen Street Theatre has been hosting North Shore dance program where we have had a Senior Girls and Boys Dance group performing.
 - String Septet came First in local Sydney Eisteddford
- *Learning Support Update - Program proving successful*
- *Trips*
 - Coonamble - Trip leaving at end of term for NAIDOC week
 - Mungo – calling for EOI

Chatswood Public School P&C

- Korea/China – going during School holidays

6. Correspondence – NIL

7. P&C Treasurer's report - Tara S presented her attached report.

Motion: To approve amount totalling \$3507.62 (from main account, as listed in Treasurers report) for payment. Moved by Ange Todd, Seconded by Matt Wood, motion passed

Chatswood Public School P&C Insurance premium for 2015-16 was \$2,774. Inclusions were: Membership and Public Liability 50 Million; Cash and property cover; Association liability cover; Personal accidental death benefit; Motor vehicle excess; Fidelity Insurance; Director and Officer Insurance.

Assuming the same rates, with an increase in property (Canteen and Uniform shop stock and equipment figures confirmed by sub-committees) by 13K, the premium would come to under \$3,000.

Motion: to approve approximately \$3,500 for insurance premium for 2016-17 allowing for changes in plan structure and rates. Moved by Joe Grundy, Seconded by Brett Backhouse, motion passed.

8. Sub-Committee updates

Canteen report – NIL

Uniform Shop – Verbal by Matt Wood

- **Shop** – still finessing smaller shop, online model.
- **Ragtagd** – commenced all tags have gone out.
- **Lost Property** – to be consolidated.
- **Logos** – possibly introducing logos on tops/uniforms to stop copy cat

Grounds report

- Working Bee date set for Sunday 24th July 2016, flyer in school newsletter.

Class-Parent Co-ordinator/Fundraising – Verbal

- Fundraising has begun, letters and flyers have started to be circulated.

9. Master plan – as per Tim Dodds above

10. Guest Speaker - Curriculum Differentiation by Terry McKinnon

11. Outstanding items

- **Road Safety – Joe Grundy**
 - Continuing consultation with the Council (Fiona Frost) with some progress.
- **WWCC – Mark Twyman**
 - The P&C will ensure that paid employees are covered.
- **P&C Webpage – continuing ongoing project.**
- **Consolidation of School Apps and Websites**
 - The School is trialling CENTRAL and is looking to simplify systems.

12. Other business

P&C Forum – held by Federation of Parents and Citizens Association of NSW – discussed earlier in Presidents Report.

There being no other business, the meeting closed at 9.06 pm.

Chatswood Public School P&C President's Report and Welcome 24 May 2016

Welcome

On behalf of the P&C Executive I'd like to welcome you all to our fourth meeting of the year.

Apart from the usual activities, we have a number of items to discuss tonight, not least of which is an update by Tim on the Learning Support Program and the DoET's master plan for the school. I'll discuss the latter in more detail in my report.

President's Report

As always there has been a lot of activity in the school in the past month.

Angela Todd, Andrea Austin, Joe Grundy and I attended a meeting of the P&C Federation on Thursday 16 June at Forest High. A number of northern Sydney schools were represented. A number of different and interesting topics were discussed in regard to the requirements and obligations of P&C associations, and some examples of the various approaches P&Cs take in relation to these issues and how they interact with the school. The P&C at Chatswood Public School appears to be in a good position both from a financial and governance perspective, although there were several items we've subsequently sort to tidy. Many thanks to Ange and Andrea for their pro-active approach in resolving any discrepancies. Some slight revisions to the P&C's Standard Operating Procedures and By-Laws have been posted to the website, as well a Grievance Policy.

Apart from the previously mentioned re-development of the Chatswood High School sports ground going ahead (between November and April), unfortunately other areas of the school's Master Plan have fallen silent. Neither Chatswood Public School or Chatswood High School was mentioned in last week's NSW Budget update, which is rather disconcerting. Our student numbers continue to grow significantly each year and the P&C believes government funding should be provided for capital works to provide additional classrooms. The P&C Executive have resolved to follow up with our local member Gladys Berjiklian and provide an update following our July 2015 meeting.

I would like to thank the many volunteers for the contribution to the ongoing activities of the Canteen and Uniform Shop as well as those who have helped with recent school events. Without your involvement our children would not benefit from such a caring school community which allows them to thrive.

Grounds

The P&C will be holding a Working Bee on Sunday 24 July (1-4pm), the first weekend back after the school holidays.

With the new Environmental Education focusing on activities such as the growing of produce and the natural environment at the Bush Campus, Tim has indicated a number of other areas within the broader school he would like us to focus our efforts on.

Hopefully we can get a large number of parent and student volunteers to come along and help on the day. Please register your interest by contacting me:

E: brett.backhouse@btim.com.au

CPS P&C Treasurer's Report

- **Consolidated Results**
- **Payments**
- **Motion**

Consolidated Results

	Business Units	Main A/c	Canteen	Uniform	Total
Sales			123,613	181,393	305,006
Voluntary Contributions		146,321			146,321
Fundraising		5,770			5,770
Interest Income		4,789	218	295	5,302
Other Income		62		560	622
Cost of Sales		156,942	123,831	182,248	463,021
Employment Expenses		2,000	68,966	100,442	169,408
Contributions to School		63,550	36,054	15,863	53,917
School Projects		327			63,550
Fundraising		7,048			327
Depreciation					7,048
Other		6,973	4,734	182	182
		79,898	109,754	10,691	22,398
Net Operating Surplus		77,044	14,077	55,070	316,830
Opening Funds		443,576	51,240	174,922	146,191
Surplus for the Year		77,044	14,077	55,070	669,738
Funds Available		520,620	65,317	229,992	815,929
Cash at Bank		520,071	71,521	181,026	772,618
Store Equipment/Inventory			6,001	70,224	76,225
Debtors		416	16,703		
Others			941	4,000	
Total Assets		520,487	95,166	255,250	870,903
Creditors			1,720	23,243	24,963
GST liabilities		-133		2,393	2,260
Other liabilities			28,129	-378	27,751
Total Liabilities		-133	29,849	25,258	54,974
Net Assets		520,620	65,317	229,992	815,929

Payments

Main Account					
Chq	Date	Paid to	Purpose	Amount	
739	24/05/2016	Su Wen Low	Glow sticks for Yr 3-6 Disco dance	20.00	
741	8/06/2016	Digital Junction	Fee for Online ticketing management tool	165.00	
742	8/06/2016	Su Wen Low	Lanterns for Moon Festival	1,674.42	
743	8/06/2016	Shubha Pty Ltd	Pizzas for Yr 3-6 Disco dance	508.20	
744	21/06/2016	Mabel Pan	Book Keeping Fees (until 31/05/2016)	1,140.00	
Total				3,507.62	

Motion

- To approve amount totalling **\$3507.62** (from main account, as listed in this report) for payment.