

P&C GENERAL MEETING
 Tuesday 28 March, 2023 at 7.30 pm
 In person at the Chatswood Public School library, Online via Zoom
 AGENDA

Topic	Who
1 President's Welcome Acknowledgement of Country <i>We acknowledge that we are hosting this meeting from the lands of the Cammeraygal People. We also acknowledge the Traditional Custodians of the various lands from which we all meet today and the Aboriginal and Torres Strait Islander people participating in this meeting. We pay our respects to Elders past, present and emerging, and celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.</i>	President
2 Attendees & Apologies 46 participants, including: Alex Montgomery (Principal) Sam Silipo (DP) Robyn Scott (DP) Joe Grundy (President) Phil Neal, Biran Chiu (Vice Presidents) Jessie Wang (Secretary) Pearl Chan (Treasurer) Sue Low (Uniform Shop Convenor) Greg Austin (Grounds) Paul Battaglia (Technology) Elaine Neal Sienna Wang Pip Margan Apologies - Fiona Johnson	Secretary
3 President's Report	President
4 Guest Speakers - Elizabeth Primrose - Therapy Dogs Presentation was given by Elizabeth and will be shared via school newsletter	
5 Principal's Report (see attached) <ul style="list-style-type: none"> Parent-teacher interviews If more time (>10 mins) is required, parents are encouraged to speak to their class teacher Student Leaders camp - great success Online Guardians program - appropriate use of tech for kids. Sessions for parents to be advised. Capital spending <ul style="list-style-type: none"> Sam has been evaluating the flexi furniture. Purchase more furniture, eg "lap desks", for stage 3 and additional furniture appropriate for K-2. Bubblers are being installed soon near basketball court area STEAM room fitout planning to commence in term 2 Update on Easter Hat Parade planning <ul style="list-style-type: none"> Whole school event K-1 buddying with senior students to make hats together All students (K-6) have opportunity to make hats in class but parents are encouraged to join kids to make their hat at home if desired Parents are welcome on the day - info in newsletters 	Principal
6 Declarations of conflict of interest? None declared	President
7 Confirmation of Previous Minutes - February 2023 Moved by Jessie, seconded Paul. None opposed, motion carried	Secretary
8 Outstanding Items - updates included. <ul style="list-style-type: none"> New Grants Manager role to be filled - eg Clubsgrants submission due by May Congratulations to Paul Battaglia confirmed in the role. Also seeking volunteers / nominees for: <ul style="list-style-type: none"> Events Coordinator 	Robyn Scott



CHATSWOOD PUBLIC SCHOOL

PARENTS' AND CITIZENS' ASSOCIATION

○ Canteen Treasurer No volunteers for either of these positions at this time.														
9	Correspondence	Secretary												
10	Other Business													
	<ul style="list-style-type: none">Offer of free water safety / CPR resuscitation info night for parents. The P&C body confirmed this would be of interest. President to liaise with school and vendor.	President												
	<ul style="list-style-type: none">Easter eggs for the school Easter eggs donation from parents and distributed to classes on the last day of school. Information will be sent to class via class parents. Volunteers will be required to sort/bag eggs on Wednesday and distribute on Thursday.	President												
	<ul style="list-style-type: none">Inflatable Olympics Will be held in main campus as CHS oval will not be available. The vendor will provide an inspection next week. More updates will be provided.	Events												
	<ul style="list-style-type: none">Shade for the new playground area. So far we have no traction getting additional shade with the project. Alex has been asked to put in a change request to Schools Infrastructure for additional shade. The P&C body confirmed a desire to raise a formal complaint on behalf of the P&C re the removal of establishment of tree by the project team and lack of new shade provision.	President.												
	<ul style="list-style-type: none">The P&C body confirmed a desire to raise a formal complaint with Council on behalf of the P&C re management and provisions of safe crossing Pacific Hwy. Near-misses between pedestrians and cars continue to be reported by parents. Suggest (at minimum) changing the “flashing red man” on crossing Pacific Hwy to a countdown timer. Noted that the existing footbridge does not have the capacity for afternoon peak pedestrian throughput.	President												
	<ul style="list-style-type: none">Elaine - request the school reinstate chicken incubators, if possible.Pip - request the school find (or replace) our school flags/banners for events.Brian - Suggested we hold term 1 P&C morning tea before the Easter hat parade. Comms to be out via newsletter and parent networkAlex - requested we lock down P&C event dates to enable early commsSchool to send comms as to where to find the school calendar online, as currently the eNews calendar is not publishing dates through to parents.													
ADMINISTRATION														
A.	Treasurer’s Update Treasurer’s Motion: To approve amount totalling \$1,464.69 (from main account, as listed in this report) for payment.	Treasurer												
	<table><tr><th>Date</th><th>Paid to</th><th>Purpose</th><th>Amount</th></tr><tr><td>10/03/2023</td><td>Numeric Eight</td><td>Accounting Services retainer Mar 2023 and Xero subscription</td><td>1,464.69</td></tr><tr><td></td><td>Total</td><td></td><td>1,464.69</td></tr></table>	Date	Paid to	Purpose	Amount	10/03/2023	Numeric Eight	Accounting Services retainer Mar 2023 and Xero subscription	1,464.69		Total		1,464.69	
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10/03/2023	Numeric Eight	Accounting Services retainer Mar 2023 and Xero subscription	1,464.69											
	Total		1,464.69											
	Moved by Pearl. Seconded by Elaine. None opposed, motion carried													
B	Sub-Committee Updates													
	<ul style="list-style-type: none">Uniform shop update (see attached) Especially noted: if parents make fitting bookings please either attend OR cancel so that others can use the fitting times.	Sue Low												

Meeting closed, 9:10pm

Next General Meeting is: Tuesday 23rd May 2023 at 7:30pm

Consolidated Results – as of February 2023

Income Statement				
A\$	Main A/c	Canteen	Uniform	Total
Voluntary Contributions	21,472	-	-	21,472
Sales	-	96,458	117,659	214,117
Interest income	1,623	-	515	2,138
Total Income	23,095	96,458	118,174	237,726
Cost of Sales	-	61,536	79,451	140,987
Payroll	-	33,939	18,963	52,902
P&C Expenditure	388,470	-	-	388,470
Event expenses	4,046	-	-	4,046
Finance, Properties and Admin	14,734	1,262	1,828	17,824
Software and Depreciation	2,724	567	1,776	5,067
Total Expenses	409,974	97,303	102,018	609,296
Profit / (Loss)	(386,879)	(846)	16,156	(371,569)
Balance Sheet				
Cash at Bank	243,434	35,350	88,033	366,817
Inventory	-	496	141,775	142,271
Fixed assets	-	5,675	-	5,675
AR and Others assets	5,478	593	1,556	7,627
Total Assets	248,912	42,114	231,364	522,390
Total Liabilities	(0)	23,533	37,427	60,960
Net assets	248,912	18,581	193,937	461,429
Cash flow				
Opening cash as at 1 October 2022	586,612	51,265	115,547	753,425
Inflow	93,864	93,486	164,699	352,049
Outflow	(437,043)	(109,401)	(192,213)	(738,656)
Closing cash as at 28 February 2023	243,434	35,350	88,033	366,817

P&C contribution to CPS

- \$250,000 Flexible furniture
- \$100,000 Amphitheatre landscaping
- \$14,000 bubbler
- \$10,701 Canteen dishwasher
- \$13,769 Wellbeing program

Payments

Date	Paid to	Purpose	Amount
10/03/2023	Numeric Eight	Accounting Services retainer Mar 2023 and Xero subscription	1,464.69
	Total		1,464.69



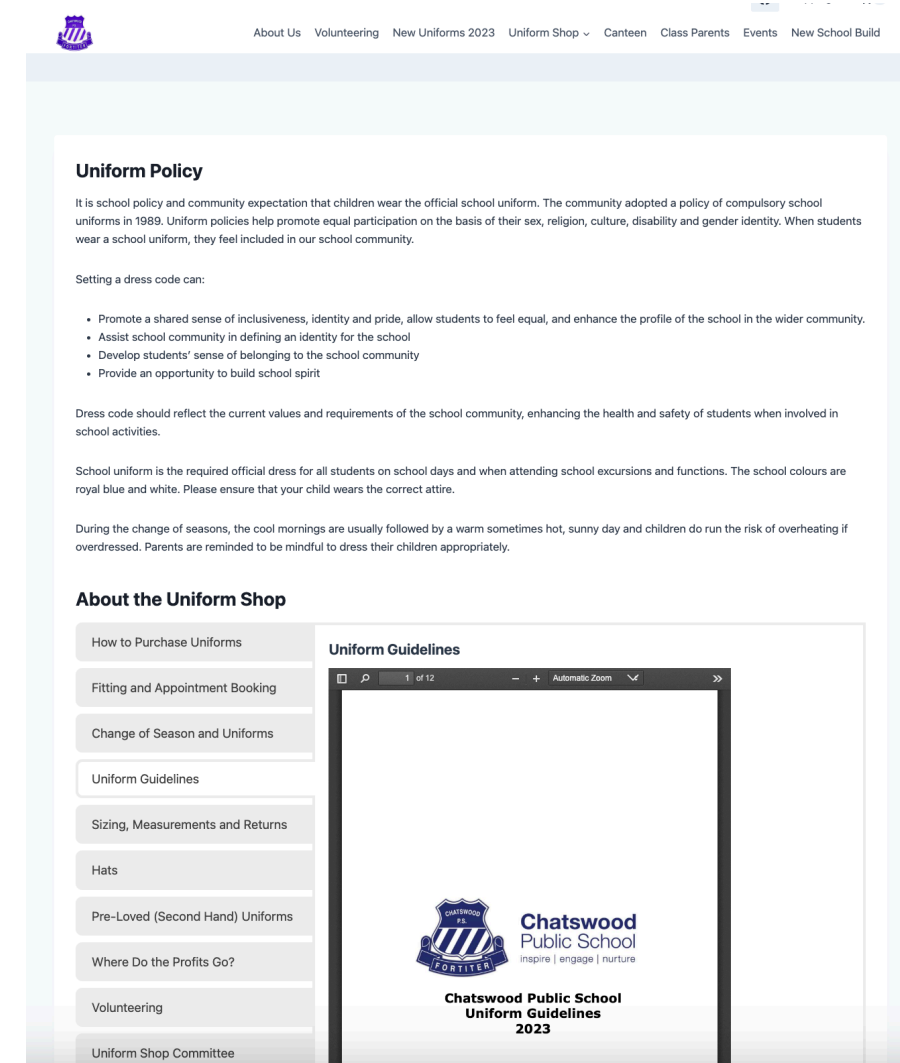
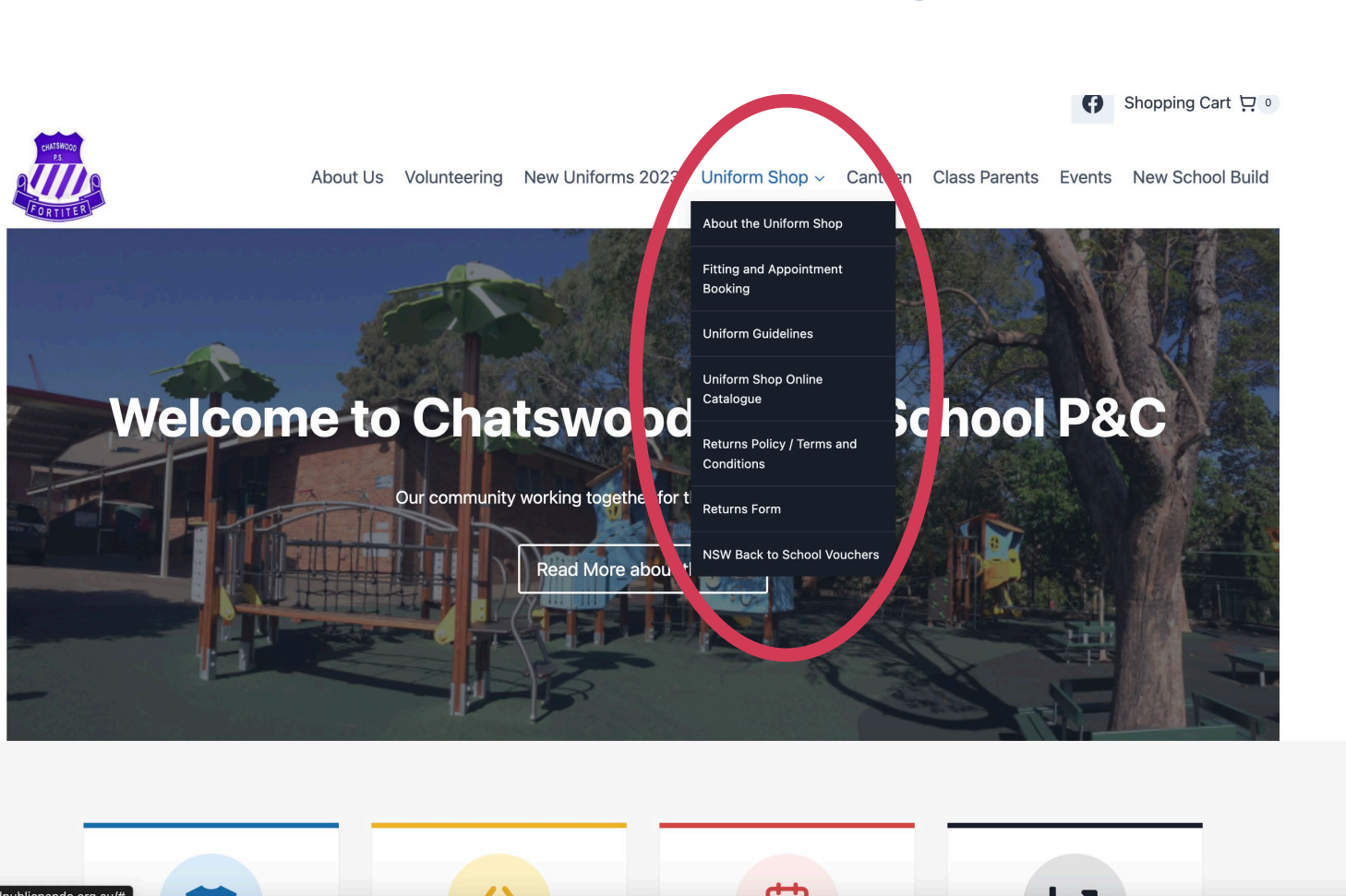
UNIFORM SHOP UPDATE

28 March 2023



Uniform Shop Information

- Information on Uniform Shop operations can be found on our P&C website at <https://chatswoodpublicpandc.org.au/chatswood-public-school-uniform-shop/>



Winter Uniforms

- Winter Uniform is required for both Term 2 and Term 3. It is a good time now to check that your children's winter uniform still fits.
- There is a 2-week cross over period to transition between Summer and Winter Uniforms.
- Student requirements for Winter Uniforms are outlined in the attached Uniform Guidelines and the enclosed images below: <https://chatswoodpublicpandc.org.au/chatswood-public-school-uniform-shop/#Uniform-Guidelines>
- All items are to be purchased in person at the Uniform Shop located at Bush Campus (access through Freeman Road) during our regular opening hours of **8am – 10.30am, every Mondays to Thursdays**, during Term Time.
- As a reminder, online orders will cease as the Online Shop will also be turned off for the time being until after the rollout of the new uniform lines and have better inventory levels.

Fitting Appointments

- New Winter Uniform Fitting appointments will be available from **Monday, 27 March 2023** (Week 10) however this is only going to be for fittings mainly as we are still awaiting some items that will be arriving in the coming weeks. Priority for purchasing of the new uniforms is given to Kindergarten, Year 5 OC and New Students.
- **Appointments must be made to ensure correct sizes are given especially with the rollout of the new uniforms. Booking slots are 15-20 minutes and single bookings per student are required.**
- Please use this link to make a booking: <https://chatswoodpublicpandc.org.au/shop-online/fitting-booking/>
- In order to ensure we have enough inventory for all without uniforms, we will be limiting purchases to a maximum of 2 sets of official winter uniform and 1 set of sports uniform. Further inventory stock will be replenished in the coming months.

School Holiday

- The Uniform Shop's last day of trade this term will be Thursday, 6th April. The Shop will be closed for the Easter holidays.
- **We will re-open Monday, 24th April from 8am – 3pm.**
- Students return to school on Wednesday, 26th April in either Summer or Winter Uniforms as there is a 2-week cross over period to transition.

GIRLS WINTER UNIFORM - OFFICIAL

The Winter Uniform is worn in Terms 2 and 3. Winter Official Uniform should be worn on non-sports days, during excursions and representative events.

- It comprises:
- Chatswood Public School winter tunic (ideally should fall at the knee) + crested long or short sleeve blouse
 - OR
 - Chatswood Public School crested long sleeve blouse + long Navy pants with Chatswood PS name embroidered
 - Chatswood Public School crested Bomber jacket for milder winter days
 - Chatswood Public School crested Wind Cheater and/or Fleece jacket OR Rain jacket for really cold mornings/days (optional, for extra warmth)
- jacket for really cold mornings/days (optional, for extra warmth)
- Chatswood Public School crested Microfibre hat (should fit securely with an in-built crown tightening cord)
 - Navy ankle socks OR Navy knee high socks OR Navy tights
 - Black school shoes
- Other Items:
- School bag
 - School Window Library bag
 - Other accessories



BOYS WINTER UNIFORM - OFFICIAL

The Winter Uniform is worn in Terms 2 and 3. Winter Official Uniform should be worn on non-sports days, during excursions and representative events.

- It comprises:
- Chatswood Public School crested long sleeve shirt + long Grey pants with Chatswood PS name embroidered
 - Chatswood Public School crested Bomber jacket for milder winter days
 - Chatswood Public School crested Wind Cheater and/or Fleece jacket OR Rain jacket for really cold mornings/days (optional, for extra warmth)
- Chatswood Public School crested Microfibre hat (should fit securely with an in-built crown tightening cord)
 - Grey ankle socks
 - Black school shoes
- Other Items:
- School bag
 - School Window Library bag
 - Other accessories











UNISEX SPORTS UNIFORM

The Sports Uniform must be worn for all school sports and PE activities on designated days.

- The Sports Uniform comprises:
- Chatswood Public School crested polo shirt (short or long sleeve)
 - Chatswood PS name embroidered shorts
 - Chatswood PS name embroidered tracksuit pants for cooler days
 - Chatswood Public School crested Bomber jacket OR Wind Cheater for cooler days
 - Chatswood Public School crested Fleece jackets OR Rain Jackets for really cold mornings/days (optional, for extra warmth)
 - Chatswood Public School crested Microfibre hat (should fit securely with an in-built crown tightening cord)
 - White ankle socks
 - Comfortable runners/joggers that is suitable for sports



JACKETS / WIND CHEATERS			
V-neck Wind Cheater (with embroidered School Crest)	Sizes 4, 6, 8, 10, 12, 14, Small (Adult)		
Bomber Jackets (with embroidered School Crest)	Sizes 4, 6, 8, 10, 12, 14, Small (Adult) (Stud OR Zip)		
Jacket Polar Fleece (Winter) (with embroidered School Crest)	Sizes 4, 6, 8, 10, 12, 14, Small (Adult) (Zip only)		
Fleece Rain Jacket (Winter) (with embroidered School Crest)	Sizes 4, 6, 8, 10, 12, 14, Adult Small, Adult Medium, Adult Large (Zip only)		

Larger sizes of some clothing may be ordered by request, please email the Uniform Shop Team, uniformshop@chatswoodpublicpandc.org.au for more information.

School raincoats are available for sale from the Uniform Shop. As a guide, Small size is suitable for 4-7 years, Medium for 8-12 years.

New Uniform - Roll-Out

- New Uniforms to be introduced – transition period beginning 2023 for 3 years to finish at the end of 2025, when old uniform items will be phased out





- All our staff and volunteers are dedicated to serve and assist you and you will be treated with courtesy and respect at all times. In return, we ask that you and anyone that you bring with you to the Shop or when corresponding via email to treat our staff and volunteers with the same courtesy and respect.
- Aggressive or violent behaviour towards anyone within our shop premise or via email will not be tolerated under any circumstances. Please respect our Team so we can create a positive retail experience.