

## CONCORD HIGH SCHOOL P&C ASSOCIATION

### General Meeting Minutes

ABN: 43 317 153 298

Meeting Tuesday 22 February commenced at 6:00pm

Where: via Zoom:

<https://au01web.zoom.us/j/62258370194?pwd=Ti85OCszaS9wQmh5NHh3Z3p4cllwQT09>

	Item	Lead
	<p><b>Attendees</b></p> <p>Kathryn Zerk - President (KZ), Linda Dunkin, Vice President (LD), N Mogilin, Vice President (NM), Jody Engisch, CHS Acting Principal (JE), Jenny Jackson, CHS Business Manager (JJ), Brendan's Dad, Ange, Chris Shaw, Sunny Eric, Sabine Tromeur, Alexis Butler, Rex, Ruth Lindsay, Lindsay, Jens Olscher, M Joshi, Jett Kelaher, Greg Granger, Bojana, Alison Denning, Anastasiya Khanevich , Heba's iPhone, Vincent Peng, Oscar Lam, Xavier Goti, Joy, Skye, Rex, Vicki Saarinsen, iPhone, Zander and Ai-Linh Caguin, Bayarmaa, Angela's mom, Monita Patel, Max Hensley, Natalie Hensley</p>	
1	<p><b>Welcome</b></p>	Kathryn Zerk
2	<p><b>Apologies</b></p> <p>Sarah See</p>	Alison Massey
3	<p><b>Acceptance of Minutes</b></p> <p>Moved by: Linda Dunkin</p> <p>Seconded by: Natasha Mogilin</p> <p>Carried</p>	Linda Dunkin
4	<p><b>Correspondence and Communication</b></p> <p>Drummoyne Community Centre</p>	Kathryn Zerk
5	<p>Business arising from previous meeting</p> <p><b>Canteen price increase</b> – canteen to give to JE re communication</p> <p>JJ spoke to canteen manager – new menu to be published</p> <p><b>Masterplan</b> – blueprint, fundraising, waiting on Architect</p> <p>Want to reconnect with Debbie Rose to understand how they can use the Maths space. Have a rough draft but would be good to go through</p>	Linda Dunkin

	<p><b>Producing P&amp;C brochures in different languages</b> – KZ – hoping to have an in person meet and greet. Welcome brochure in Korean, Mandarin and Hindi – ready to print (delayed due to COVID) to be included in Year 7 welcome pack</p> <p><b>Containers update</b> – JJ – due to oval remediation, fencing went up before we could go in. Containers will be removed 2<sup>nd</sup> week of school holidays when the fence is removed. NM – were any alternatives investigated until the containers are removed and bearing in mind the cohorting?</p> <p><b>Bins on Crane St</b> – can we tidy them up? Looks terrible plus OH&amp;S issues. New supplier. Someone connected with Men’s Shed to build a barrier. Consulting with the supplier to have them removed. Men’s Shed – cannot do anything as no-one can come on site – Mens shed people need to look at it. JE – problem with supplier as to where the bins are placed – ongoing discussion between school and supplier.</p> <p><b>Meeting – teachers wish list</b> – KZ to set up meeting with JE</p> <p><b>Return and Earn</b> – setting that up for recycling. LD- do we need someone to coordinate? Victor Newby has approved. Does school need a P&amp;C coordinator? \$2 per week fee, cost saving for the school</p> <p>JE – will take to the Enviro team to run with</p> <p>Take this off the P&amp;C agenda. Need to connect this to the P&amp;C bank account.</p> <p><b>Duke of Edinburgh Program</b> – Do we need a P&amp;C coordinator? Alexis Butler volunteered. Teacher representative is Jason Munday. JE to pass Alexis details to Jason Munday</p>	
6	<p><b>President’s Report</b></p> <ul style="list-style-type: none"> <li>- Thanks to Chris Shaw- 3 tables built by Men’s Shed.</li> <li>- Lobbying both sides of politics to get better outcomes for CHS.</li> <li>- KZ attended teachers federation school funding conference – 3 key issues addressed: 1) Issue of infrastructure – workplace</li> </ul>	Kathryn Zerk

	<p>for teachers and students can improve outcomes. 2) SRS Funding. 3) Teacher Shortage</p> <ul style="list-style-type: none"> <li>- CHS outcomes – oval – it is happening, finally the asbestos is properly remediated. Ready end of Term 2.</li> <li>- Masterplan – plan not an actual commitment to upgrade</li> <li>- Educational Rationale was a process to gather data on how the teaching space will be used. The architects design will go to Treasury, but we don't know how long it will sit with Treasury – playing a political waiting game in a marginal seat</li> </ul>	
7	<p><b>Principal's Report</b></p> <ul style="list-style-type: none"> <li>- Passion and enthusiasm of P&amp;C is welcomed</li> <li>- Collaborative and collegial leadership</li> <li>- Strong welfare support team – Gophus, Craig Anderson, Danka Milinkovic</li> <li>- COVID/RAT – remainder of Term1 – after this week – CHS provides 8 RATS to be used for the remainder of the term. Recommend and encourage Mon and Wed testing</li> <li>- School cannot force students to take RATS.</li> <li>- Masks still required, maintaining cohorts, staggering break times</li> <li>- Waiting on info from DoE regarding visitors on site etc</li> <li>- Well prepared if need to move online if required</li> <li>- Swimming Carnival – Year 7 only plus competitors due to COVID</li> <li>- Year 7 meet and greet via Zoom.</li> <li>- At the moment, open night will be on line</li> <li>- Outdoor table tennis – highly competitive – staff vs students. Kids are having a ball. Really wonderful to see students engaging. Thanks very much to P&amp;C and great to see kids not on their iPhones.</li> <li>- Year 7 Camp – moved to later in the year in Winter. 15-17<sup>th</sup> August – otherwise too difficult with COVID. Orientation and meet and group if held beginning of the year, so format will change slightly as will be later in the year</li> </ul> <p>Jenny Jackson updates:</p> <ul style="list-style-type: none"> <li>- AMU</li> </ul>	Jody Engisch

	<ul style="list-style-type: none"> <li>- Educational Rationale update – great session – another on next week. They have appointed an architect today so they will hopefully come on site next week</li> <li>- Oval is progressing smoothly in the rain, going to plan. Once change to plan along fence line along the oval – 5 meters gap – Astro turf will not go straight to fence line as per original plan therefore a change in design for 5 metre space. Tiered seating in centre of oval. Decomposed granite ground, nooks, garden beds, tables, seating, trees to be confirmed. Looks fabulous!</li> </ul> <p>Student bathroom upgrade – AMU to inspect bathrooms and come up with plan, scope</p> <p>Planned maintenance list – they are starting to recommence now – painting, replacing pedestrian pathway along Crane St near demountables (OH&amp;S risk) – pathway with proper drainage</p> <p>Sustainable kitchen garden – met with Armi. NM advised school will need to source own landscape architect as previous one unwell. John Sidoti can connect us with Flower Power in Enfield to get some free plants. JJ to contact Bunnings, JE also mentioned Council can also assist.</p> <p>It does feel like things are coming along and thanks to P&amp;C – caring and engaging P&amp;C.</p> <p>JE – replied to parent Jens Olscher concern re lack of staggered starts. we definitely stagger students start.</p> <p>Deputies – enforce mask wearing when waiting in line to go onto bus</p> <p>Toilet access – must come to the side office to get key to access outside of recess and lunch</p> <p>7:30 Jenny Jackson and Jody Engisch left the meeting</p>	
8	<p><b>Treasurer’s Report:</b>  <a href="#">20220131 CHS Treasurer Report[13250].docx - Google Docs</a></p>	Alison Massey
9	<p><b>Building Sub-Committee</b></p> <ul style="list-style-type: none"> <li>• Minutes from last meeting <a href="#">Thursday 2 December 2021</a></li> </ul>	Natasha Mogilin

	<ul style="list-style-type: none"> <li>● Asset Management advised school oval would be complete for student return term 1 2022 and seating and handball court area would be delivered shortly after during the first weeks if the term. <ul style="list-style-type: none"> <li>○ This has not happened and we have been told the oval will not be completed for students until their return in term 2 2022.</li> <li>○ We have no delivery date for the seating or handball courts.</li> </ul> </li> <li>● We were originally advised topline timeline and steps concerning the Masterplan for Concord High School. <ul style="list-style-type: none"> <li>○ Masterplan developed February &amp; March 2022</li> <li>○ Program Manager is Annelise Beljaars</li> <li>○ There will be community consultation during this phase</li> <li>○ Budgeting/Business Case April &amp; May 2022</li> <li>○ Masterplan sent to Treasury June/July 2022</li> </ul> </li> </ul>	
10	<p><b>Diversity and Inclusion Network (DIN)</b></p> <p>First meeting held last year for children with additional needs. Share resources, support,</p> <p>Canada Bay Club meeting held 1 Nov about 15 people attended – Victoria Birch who set up a similar group at APS came and spoke – assist CHS become more inclusive</p> <p>Meetings on the Tuesday following on from CHS general meeting Alison Denning will come along and talk about Individual Education Plans – how to prepare for meetings, questions Alison Denning – retraining as a psychologist</p>	Kathryn Zerk
11	<p><b>Uniform Sub – Committee</b></p> <ul style="list-style-type: none"> <li>- P&amp;C about to put out a survey</li> <li>- School has to put out to a tender</li> </ul>	Kathryn Zerk
12	<p><b>Grants Update</b></p> <p>Almost \$220,000 raised from grants in 2021</p> <ul style="list-style-type: none"> <li>● \$150,000 state government Community Building Partnership for a toilet upgrade</li> <li>● \$20,000 federal government Stronger Community grant for an alfresco BBQ</li> <li>● \$5,000 federal government Volunteer grant for furniture</li> <li>● \$15,000 local Club grants for mental wellness activities</li> <li>● \$5,000 Canada Bay Council for mental wellness activities</li> </ul>	Natasha Mogilin

	<ul style="list-style-type: none"> <li>• \$1,500 federal government student STEM grant for our robotics students</li> <li>• \$15,000 state government environmental grant for a kitchen garden</li> <li>• \$4,000 Canada Bay Club grant for amenities which helped fund the majority of the outdoor table tennis table</li> </ul> <p>Actions for CHS</p> <ul style="list-style-type: none"> <li>• We need to acquit the \$5,000 Canada Bay Council for mental wellness activities by end April 2022 – what can we use this for reasonably quickly?</li> <li>• What evidence based activities would the school like to spend an additional \$10,000 on?</li> <li>• We have \$5,000 for parent/community mental wellness activities</li> <li>• \$4,000 Canada Bay Club grant was used toward a \$5,500 outdoor table tennis table – can we get some pics to send them, bring them in for a game?</li> <li>• Can we please get some pics of the BBQ so we can acquit that grant, until we acquit we need to wait for the next \$20k for the outdoor table tennis tables</li> <li>• For the past 2 years the P&amp;C has been highlighting Sporting and Arts grants available of up to \$300,000. These grants come up every 6 months. Is there a plan for arts and sporting infrastructure at the school so we can apply for these funds?</li> </ul> <p>Other</p> <ul style="list-style-type: none"> <li>• We need to understand the school toilet upgrade and how this impacts the \$150k Community Building Partnership grant (meeting scheduled 21/2/22)</li> <li>• Thank you to new P&amp;C member Ruth Lindsay who has kindly agreed to assist with grant writing</li> </ul>	
13	<p><b>Fundraising Update</b></p> <ul style="list-style-type: none"> <li>- Existing committee running out of puff</li> <li>- Comedy Night etc- good way for parents to get together</li> <li>- Need new volunteer to run events – Comedy Night</li> <li>- Christmas Tree Fundraiser</li> <li>- Outdoor Cinema Event – end of second term</li> </ul>	Linda Dunkin
14	<b>Motions</b>	Alison Massey

	<ul style="list-style-type: none"><li>● <b>Motion:</b> To spend up to \$650 to engage Anthony Carmody and Associates to conduct Concord High School's P&amp;C's audit in September 2022. <b>Moved:</b> Kathryn Zerk <b>Seconded:</b> Skye <b>Carried</b></li><li>● <b>Motion:</b> To create two new positions on our P&amp;C exec team, "Community Engagement Manager" and "Grants and Fundraising Manager" <b>Moved:</b> Linda Dunkin <b>Seconded:</b> Natasha Mogilin <b>Carried</b></li><li>● <b>Motion:</b> To spend \$1,000 for deposit for 5 x Outdoor Table Tennis Tables. This is to secure hard-to-get outdoor table tennis tables due to global supply chain issues. The total required for the tables is \$27,500 and we anticipate \$20,000 will be funded by a Federal Government grant. And if the grant is not approved that the P&amp;C fund the full \$27,500 toward the outdoor table tennis tables. <b>Moved:</b> Linda Dunkin <b>Seconded:</b> Kathryn Zerk <b>Carried:</b></li><li>● <b>Motion:</b> To spend \$1,000 for the Men's shed to make robotics tables so students from the Robotics Club can participate in competitions. <b>Moved:</b> Chris Shaw <b>Seconded:</b> Skye <b>Carried</b></li><li>● <b>Motion:</b> To help the P&amp;C professionally collect community feedback, we subscribe to a market research platform called Typeform that will help us create questionnaires and automatically collate feedback for USD348 per year which equates to up to AUD500 per year. <b>Moved:</b> Ruth Lindsay <b>Seconded:</b> Linda Dunkin <b>Carried</b></li></ul>	
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**CONCORD HIGH SCHOOL  
P&C ASSOCIATION**

We help our community thrive

	<ul style="list-style-type: none"><li>● <b>Motion:</b> To support the school's breakfast club in 2022 with a donation of \$500 to be used to purchase nutritious food. <b>Moved:</b> Linda Dunkin <b>Seconded:</b> Alison Massey <b>Carried</b></li></ul> <p><b>Nic Newling Workshop</b></p> <ul style="list-style-type: none"><li>- Must be accessible for students – special meeting to confirm how accessible – will the webinar be recorded? Unable to consider motion without accessibility for parents.</li></ul>	
15	<b>Any Other Business</b> <ul style="list-style-type: none"><li>- To be able to vote you need to be a financial member</li><li>- Go to our website</li></ul>	Alison Massey
	<b>Meeting close</b> 8:00 pm	

**Next Meeting:**

**22nd March 2022, CHS Library 6:00pm**

22nd March, 24th April, 21st June, 26th July, 6th September (including AGM) 25th October, 22nd November