

CONCORD HIGH SCHOOL P&C ASSOCIATION

General Meeting Agenda

ABN: 43 317 153 298

Meeting Tuesday 28th November, 2023 at 6:30pm

Where: Concord High School Library

Website: <https://www.concordhspandc.com.au/>

Facebook: <https://www.facebook.com/groups/concordhighschoolpandc>

	Item	Lead
1	Welcome	
2	Attendance : Amber Hooker (Secretary) Chris Shaw (Treasurer) Sarah Coughlin (former co-vice president), Victor Newby (Principal)	
3	Apologies : Alison Wallbank (President) Amy DePaula (Vice President)	
4	Acceptance of previous minutes Chris Shaw accepted last minutes as accurate	
5	<p>Note that this meeting does not meet quorum – decision was made by all present to proceed with meeting. No new motions were moved or funds allocated to be spent.</p> <p>Correspondence and Communication</p> <p>* Volunteer Grant for the P & C \$2,500. - Purchase new laptop/equipment this must be complete by 30th June 2024. Amber to action.</p> <p>*P and C affiliate email address will be shut down. The federation are managing the migration and forwarding of all mail to the new address concordhighschool@pandcs.onmicrosoft.com currently the p and c affiliate email address is still working and we are awaiting someone from the federation to migrate our information across to the new address.</p> <p>*Audit sent into P&C federation? Chris has done this. ACNC needs renewing. Amber and Chris to action this.</p>	Amber

	<p>* Community Building Partnership \$25,000 grant approved for the shade sail in the senior courtyard.</p> <p>Natasha Moglin is liaising with Jenny Jackson to have all items accounted for to be able to acquit this grant.</p> <ul style="list-style-type: none"> o Proof the \$25k moved from the P&C bank account to AMU (via CHS) o Invoice or similar evidence the \$25k was spent and delivered as per the grant approval (shade) prior to 31 March 2024 o Evidence the users of the shade structures (students) were consulted prior to installation and are happy with the end result o Before and after photos of the Senior Courtyard showing shade structure(s) o A nice-to-have would be some positive feedback from a community group that uses the space, but not essential <p>Chris noted that the official grant money into the p&c account is for \$27,726.60. Question asked regarding school issuing a new invoice for the total grant amount. Jenny Jackson to provide information regarding cost of shade structure to Victor who will share with Chris.</p> <p>Question raised from Natasha regarding use of a different grant (“\$43,000 cooler classrooms – as documented in previous minutes”) Victor confirmed that no other grant has been used to pay for shade.</p> <p>Amber to forward all invoices in the p&c affiliate email to Chris as he does not check this email.</p>	
6	<p>Business arising from previous meeting</p> <p>Action Motion raised to fund Visual Arts with the sculpture project (up to \$2000)</p> <p>Action Motion raised to apply for a debit card for the p and c Westpac account</p> <p>Westpac have confirmed this is not possible for this type of account.</p>	Amber
7	<p>President’s Report</p> <p>No report available this meeting -</p>	

	<p>Next meeting to discuss payment method for running events. -QKR or Paypal or website e-commerce.</p> <p>Plan to discuss how many year groups are represented at p&c meetings and the possibility of a Whatsapp group for each year group to engage/communicate social events.</p> <p>Discussion of welcome event for new year 7 parents</p>	
8	<p>Principal's Report</p> <p>Victor had a financial planning meeting today and next p&c meeting will present some ideas for funding requests from staff.</p> <p>Plans for the Senior courtyard area are to "soften" the area with some landscaping/planting. The P&C members were taken to the senior courtyard to have a look.</p> <p>The theatrette sound, lighting and AV equipment upgrade is complete.</p> <p>The approval for the new build plus the upgrade of existing facilities was approved today. The tender document will go out in the next few days and construction companies are invited to tender. Contractor appointments are expected to happen at the end of term 1 2024. Term 2 2024 will see the start of activity in hoardings erected, construction workspaces established. Term 3 will see the start of disruption to the site (hall and basketball courts)</p> <p>The plan for this disruption includes</p> <ul style="list-style-type: none"> <input type="checkbox"/> Relocate the canteen <input type="checkbox"/> Loose the hall – Liaising with Canada Bay Council to utilise either Concord Community Centre on Queens St, Concord Public School, Concord Recreation Centre <input type="checkbox"/> Loose basketball courts – plan to maybe put a half court onto the back area of the school <p>Next week a person from Schools Infrastructure will be at the school for a week to see how the school runs and will establish some important groundwork for the project.</p> <p>3 million dollars funding has been established to upgrade the existing facilities at CHS. This covers 47 classrooms. The feedback from the pilot room in the Health Block was fed back and a modified design will</p>	Victor

	<p>be established for the 47 classrooms to take into account the changes requested. These should be complete by the end of 2024.</p> <p>Orientation for year 6 into year 7 students happened today. It was attended by 205 students which is an increase from last years intake. The current school population projected for next year is 1280 students.</p> <p>Current staffing is good. All substantive positions are filled.</p> <p>New catchment areas for offering co-educational high school to all in 2025.</p> <p>Wentworth Public High School will open in 2025 taking year 7's from the Newington, Rhodes, Wentworth Point area.</p> <p>CHS will loose a significant proportion of enrolments from that area and will gain students from Homebush West and Ashfield area.</p> <p>Victor Newby has concerns that there could be a disproportionate number of male students seeking enrolment with these changes, Currently 80% of out of area applications (which currently can not be accepted as the school is at capacity) are from male student.</p> <p>Chris Shaw is happy to draft a letter to Stephanie Di Pasqua (MP) from the p&c to reflect these shared concerns.</p>	
9	<p>Treasurer's Report</p> <p>Comments for Meeting Discussion</p> <ol style="list-style-type: none"> 1. If I am remembering correctly (which I may not be...), there was an action from the previous meeting to query the \$6,660 contribution from the school as to what it was for, did we find out? 2. Worth discussing the status of the DCJ grant, including the requirements to acquit it. 3. Westpac sucks. Let's lock in a day to go together. This coming Saturday? 	Chris

	<p>Bank Balance</p> <ul style="list-style-type: none"> • General P&C account balance: \$68,333 • General P&C equity (portion of above available for general spending): \$37,457 • Building Fund account balance: \$3,551 <p>Cash in</p> <ul style="list-style-type: none"> • \$416 from cupcake factory • \$15 from “David Charles Wright-Smith & Suzann Can Return Trivia Night” <p>Cash out</p> <ul style="list-style-type: none"> • \$416 to DET for cupcakes • \$858 for annual audit <p>Status of Grants</p> <ul style="list-style-type: none"> • Unchanged from previous meeting <p>Status of GRD Building Fund Donations</p> <ul style="list-style-type: none"> • The building fund balance sits at \$3,551 	
<p>10</p>	<p>Any Other Business/Events</p> <p>*Gingerbread House afternoon Sunday 3rd Dec 3-5pm – this event was cancelled as we did not have a suitable way of issuing tickets. Brief discussion regarding using either the p&c website or PayPal to obtain funds for events. Amber and Chris to investigate further.</p> <p>*Meeting for new year 7 parents at Canada Bay Club on Monday 29th Jan. TBC potential to host a welcome drinks evening in mid term 1 – discussion with Alison and confirmation with Victor of plan.</p> <p>Sarah will resign from her position as her child has a place in a different school for year 11. Thank you Sarah for your commitment and assistance at our meetings.</p>	<p>Amber</p>

**CONCORD HIGH SCHOOL
P&C ASSOCIATION**

We help our community thrive

	Meeting close 7:45pm	
	Next meeting : Tuesday 27th Feb 2024	

2024 Meetings to be held at CHS Library at 6:30pm

Term 1: Tuesday 27 February, Tuesday 26 March

Term 2: Tuesday 21 May, Tuesday 25 June

Term 3: Tuesday 13 August, Tuesday 17 September (AGM followed by GM)

Term 4: Tuesday 5 November, Tuesday 10 December