

CONCORD HIGH SCHOOL P&C ASSOCIATION

General Meeting Minutes

ABN: 43 317 153 298

Meeting Tuesday 3rd March at 7pm

Where: School Library

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

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

	Item	Lead
1	Welcome <i>I'd like to begin by acknowledging the Traditional Owners of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging.</i>	Alison
2	Attendance Donna McGann, Karen Benn, David Leaper, Sophie Leaper, Roulla Yiacoumi, Cassandra Seip, Elissa Della Torre, Anna Koskinen, Alison Wallbank, Emma Blackshaw, Ali Beeston, Victor Newby – Principal, Jacquie Craus	Jacqui
3	Apologies Amber Hooker, Amy De Paula, Beth Collinge, Siew Jin Ooi	Jacqui
4	Acceptance of Minutes The minutes of the previous meeting were accepted. Moved: Alison Wallbank Outcome: Carried	
5	Correspondence and Communication : <i>Email “choosing your uni” a national virtual expo aimed to help parents navigate post high school decisions. See email below</i> Alison will send the “Choosing Your Uni” email attachment to Victor for inclusion in this week’s school newsletter	
6	Business arising from previous meeting <ul style="list-style-type: none"> • Open Day discussion • <u>Lidcombe bus update</u> – Alice Leung has not heard back from minister for Transport but has spoken to local member for Auburn. The next step is to have a meeting with teacher reps from Concord HS and Lidcombe PS with MP’s Ideally with parents from the Lidcombe area who can articulate how this affects them. The P&C have been asked if we know of any Lidcombe parents who would be willing to attend this meeting? 	

	<ul style="list-style-type: none"> Bunnings BBQ date confirmed Sunday 31st May. 	
7	<p>President's Report</p>	Alison
8	<p>Principal's Report</p> <p>Principal Victor Newby presented the Principal's Report and welcomed questions from members.</p> <p>School Redevelopment</p> <ul style="list-style-type: none"> The redevelopment is approximately 90% complete. The school is now fully operational within the new facilities. Remaining works relate primarily to remediation of land on the Crane Street side of the site. Completion is anticipated by the end of Term 2 and confidence levels for time frame meet are high - based on lack of delays from the other developments. <p>School Grounds and Facilities</p> <ul style="list-style-type: none"> Two new multi-purpose courts have been completed supporting basketball, netball, tennis and pickleball. The courts may also be available for community use or hire, providing a potential revenue stream for the school. The western boundary land has been remediated as part of the redevelopment works. <p>Plans are underway for an Aboriginal garden, edible garden and yarning space.</p> <p>These spaces are intended to provide calm, inclusive learning and community areas for students.</p> <p>It was noted that the existing trees area continues to be heavily used by students, and there is a desire to ensure it remains a valued and welcoming space rather than feeling secondary to the newer redevelopment areas.</p> <p>It was also noted that formal landscape plans will be required in order to pursue potential grant funding opportunities for these projects.</p>	Victor

	<p>Estimated cost for this area is \$150k and is a focus for funding from the P&C.</p> <p>Maintaining welcoming and well-used spaces across the whole campus remains an important priority as the redevelopment progresses.</p> <p>Transport – Lidcombe Bus</p> <p>Victor discussed the possibility of extending bus services to support the Lidcombe community.</p> <ul style="list-style-type: none">• A potential bus route connecting Lidcombe and Burwood was discussed.• The matter sits with the State Government and discussions are ongoing.• It was noted that the process has been more complex than originally expected.• Members expressed interest in seeing appropriate infrastructure in place to support this option.• It was noted that Rosebank and Domremy currently operate similar bus services. <p>Student Spaces</p> <p>Discussion took place regarding a Year 12 common area.</p> <ul style="list-style-type: none">• Prefects have been advocating for additional space for Year 12 students.• Duty of care and supervision requirements will need to be considered and logistically care taken.• Victor indicated he would meet with the prefects to discuss further, and they would be anxiously awaiting an update on Monday. <p>Technology</p>	
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- BYOD considerations would be appreciated if they could be discussed prior to the end of the financial year, so that purchases could be in line with financial year end benefits and certainly considered ahead of the 4th term.

8. Canteen Tender

- The canteen was originally due to go to tender in July last year; however, a 12-month extension was granted.
- The canteen will be re-tendered by the end of July this year.

The P&C is seeking one volunteer member to assist with the tender review process.

Tasks may include:

- Reviewing the tender grid
- Participating in shortlisting applicants
- Contacting other schools for references

The expected commitment is approximately one afternoon of review work, calls and final recommendations.

9. Merit Selection Panels

Merit selection panels were briefly discussed.

- Additional parent volunteers are needed to support this process.
- Responsibilities include shortlisting applicants.
- An online training course (approximately 20–30 minutes) is required.

Process is similar to the Canteen tender

Current resources down to 1 due to volunteers having students completing high school and no longer eligible. Idea is to have a group that could be called upon.

9	<p>Treasurer's Report</p> <p>See below</p> <p>The Treasurer reported that the current P&C balance is approximately \$30,000, with finances in good order.</p> <p>There has been a bit of a battle to get access to ATO portal to clear an old GST liability. Nothing remarkable, just tidying up. Hangover from old issues being sorted by Anna</p>	Anna
10	<p>Any Other Business</p> <p>Fundraising planning</p> <p>Bunnings BBQ</p> <ul style="list-style-type: none"> • 31 May – Ashfield Bunnings confirmed. • This will be the first Bunnings BBQ since last year. • Local businesses will be approached for donations. • Volunteer shifts will run in 1–2 hour blocks. • Students may volunteer and will receive community service certificates. (students must be over 15 yrs old as per Bunnings) <p>Blue print from last year confirmed</p> <p>Trivia Night</p> <p>A potential P&C Trivia Night fundraiser was discussed.</p> <p>Possible venue options included:</p> <ul style="list-style-type: none"> • Massey Park • Concord Club • Five Dock • Canada Bay Club <p>It was noted that Five Dock has expressed interest in working together, with a possible date mentioned of 12 September. After Father's Day this year.</p>	

	<ul style="list-style-type: none"> Burwood Girls P&C are hosting another Justin Coulson Webinar for parents of teen girls and are inviting Concord families free of charge. 31st March 7:30pm (free recording for 30 days) this will be advertised in next KIT newsletter <p>P&C request for Storage space in the school for some P&C equipment such as banners and tablecloth. • Victor confirmed space could be made available and agreed immediately. Space no longer an issue for the school.</p> <ul style="list-style-type: none"> Discussion of sentral calendar noting that the school website calendar has access to much more info, parent sentral app just has assessment task dates visible <p>https://concordhs.sentral.com.au/s-Rjaxoq/webcal/calendar/18</p> <p>WhatsApp Group</p> <ul style="list-style-type: none"> Additional members will be added to the general P&C WhatsApp group. 	
	<p>Meeting close</p>	
	<p>Next meeting : The next P&C meeting will be held on Tuesday 24 March at 7:00pm at Concord High School.</p>	

2026 Meetings to be held at CHS Library at 6:30pm

Term 1: Tuesday 3rd March, Tuesday 24 March

Term 2: Tuesday 19 May, Tuesday 23 June

Term 3: Tuesday 11 August, Tuesday 15 September (AGM followed by GM)

Term 4: Tuesday 3 November, Tuesday 8 December

Please pay your \$2 membership fee via www.concordhspandc.com.au

Below is email regarding “choose your Uni free expo”

Dear Concord High School Parents Association Team,

My name is Rob Malicki, and I’m a parent of school-aged children and involved in my local

high school Parents and Citizens association. Through that involvement, I've seen how overwhelming post-school decisions can feel for families.

In May, I'm running the inaugural Choosing Your Uni [National Virtual Expo](#) during National Careers Week. It's a free, national online event designed to give students and parents clear, independent information about:

- Every Australian university
- Pathways, TAFE, apprenticeships, gap years and alternatives to university
- Australian Government sessions on HELP loans, study assistance and related programs
- Practical guidance on navigating applications

All sessions are available live and on demand, so families can access the information at a time that suits them.

Registrations are free, and families who register before 31 March will receive Extended Access to the full program through to the end of the school year. Unlike traditional expos, where if you don't attend on the day you miss out, there's no pressure to be online at any specific time.

Rob Malicki
Co-CEO
Choosing Your Uni
rob@choosingyouruni.com
LinkedIn: www.linkedin.com/in/robmalicki

TREASURER'S REPORT 2nd March 2026

Summary:

Since the last meeting in December the P&C have received:

- Donations of \$1238 from parent donations
- Building Fund donation of \$500 from a very generous Year 7 family
- 7 membership payments

The P&C have incurred expenses of:

- P&C signage flag banners and tablecloth for \$489

The CHS Open Day was held on the 28th Feb and it was a successful, fun event. The final financials are being gathered and will be included into the next meeting report.

Noting:

1. P&C PayPal Account – There is a balance of \$549.23 in the account and PayPal have indicated they will hold this balance for 180 days. At this point the P&C will be able to transfer this balance into the main P&C account. Also, we will likely close the P&C PayPal account at this time as we no longer require it. Noting only.

2. ATO Access Request - The application to the ATO that was submitted in August 2025 to add Anna Koskinen to the list of registered persons who can access the P&C ATO records. There is no update on this item as yet. Noting Only.

Bank Balance

- General P&C account balance: \$36,217
- General P&C equity (portion of above available for general spending): \$30,221 taking into account the following future expenses:
 - GST Liability (\$646)
 - Trivia Donations For ‘The Trees Upgrade’ (\$4700) o Residual expenses for Open Day (~\$650)

Status of DGR Building Fund

- The building fund balance sits at \$1120

Grant Status:

Date	Project	Description	Status
20/8/25	Waiving of Room Hire Fee for Trivia Night	Canada Bay Club – Community Club Grants	\$850 Unsuccessful
20/8/25	Development of ‘The Tree’s’ Area (planned 2026)	Drummoyne Sailing Club – Community Club Grants	\$4500 Unsuccessful
22/8/25	Point of Sale technology purchase	A grant for the purchase of Square EFTPOS terminal and cash drawer.	\$1200 Received and acquitted
22/9/25	Development of ‘The Tree’s’ Area (planned 2026)	Transurban Community Grants Program	\$10,000 Unsuccessful

Table for NOTING ONLY 2025 expenses/ 2026 Activities Draft Plan:

Month 2025	Out - Expected expenses 2025	2026 Activities (Draft Plan)
Jan (Actual Paid) & Feb	<ul style="list-style-type: none"> • Sports Uniforms for \$4,800, School Mascot for \$5,000. • Seating for the side office area \$26,000 which was paid using: <ul style="list-style-type: none"> ◦ \$2700 from the CHS P&C Building Fund Account (See below) ◦ \$1000 from Five Dock RSL Grant ◦ \$22,300 from the CHS P&C General Account • Consent Labs \$2916.16 • Annual Audit FY24 \$902 	<ul style="list-style-type: none"> • Open Day 28th Feb
Mar & Apr	<ul style="list-style-type: none"> • Bunnings BBQ Funds Raised Net = \$2317.21 (Cash Received \$3960.90 - Expenses \$1643.69) • Note: \$2000 to be provided to CHS in 2026 for Year 10 peer support @Year 7 camp 	<ul style="list-style-type: none"> • Peer Support Camp
May & June	<ul style="list-style-type: none"> • \$2000 donation for Year 10 Peer Support Leaders camp 2026 • Renew Website support \$43 	<ul style="list-style-type: none"> • Bunnings BBQ 31st May • Website expenses \$50
July	<ul style="list-style-type: none"> ◻ Website expenses \$670 for 2 years 	◻
Aug	<ul style="list-style-type: none"> • Membership and Insurance fees \$1166 • Trivia night fundraiser Raised: \$ 4961 - \$1455 = \$3506 	◻ Membership and Insurance P&C \$1200
Sept	<ul style="list-style-type: none"> • Year 12 Cupcakes \$509 • Refund \$130 for Trivia night issue 	◻ Year 12 Gift \$600
Oct, Nov & Dec	<ul style="list-style-type: none"> • Teachers Day \$965 • Annual Audit FY25 \$902 	<ul style="list-style-type: none"> • Teachers Day \$1000 • Annual Audit \$1000

Balance Sheet

CONCORD HIGH SCHOOL

P&C
Financial Statements

Prepared by: A. Koskinen 2/3/2026

Balance Sheet

	30-Jun 2026	Year Ending 30-Jun 2025
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ASSETS

Bank

Westpac General	36,217	34,002
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**CONCORD HIGH SCHOOL
P&C ASSOCIATION**
We help our community thrive

Westpac GDR Building Fund	1,120	120
<u>Total Bank</u>	<u>37,337</u>	<u>34,121</u>
Current Assets		
Inventory On Hand	0	0
<u>Total Current Assets</u>	<u>0</u>	<u>0</u>
TOTAL ASSETS		
	<u>37,337</u>	<u>34,121</u>
LIABILITIES		
Current Liabilities		
GST	646	646
Suppliers Payable	0	0
<u>Total Current Liabilities</u>	<u>646</u>	<u>646</u>
Non-Current Liabilities		
Unacquitted GDR Building Funds	1,120	120
Unacquitted Grants	0	0
<u>Total Non-Current Liabilities</u>	<u>1,120</u>	<u>120</u>
TOTAL LIABILITIES		
	<u>1,766</u>	<u>766</u>
NET ASSETS		
	<u>35,571</u>	<u>33,355</u>
EQUITY		
Current Year Earnings	2,216	(13,284)
<u>Retained Earnings</u>	<u>33,355</u>	<u>46,637</u>
<u>TOTAL EQUITY</u>	<u>35,571</u>	<u>33,353</u>

P&L

CONCORD HIGH SCHOOL P&C

Prepared by: A. Koskinen 2/3/2026

Financial Statements

Profit & Loss