

AGENDA ITEM	P&C MINUTES 16 February 2022
Opening and welcome by the Chair	Meeting opened: 7.00 Chair: Megan Walker Meeting held via Zoom.
Attendance	Belinda Conway (Principal), Megan Walker (Chair), Karen Rodgers (Secretary), Amanda Barker (Treasurer), Sonya Williams, Alex Moynihan, Fiona Miller, Tara Rees, David Ritter, Thomasin Litchfield, John Judge, Mary Costello, Manuela Crank, Neil Orr, Amanda Barker, Lindy Alwis, Yasmine Kouzi, Suzzan Selim, Steven Takacs Gal, Stephanie Cortese, Isabel McIntosh, Sarah Allely, Margaret Adam, Tomomi Akamine
Apologies	Ben Chosid, Gillian Dempsey
Business arising from the minutes of the previous general meeting	<ul style="list-style-type: none"> Business Arising: from 17 November 2021 meeting <ul style="list-style-type: none"> - 3D printer and scanner Quote received for \$7500. Action -okay to purchase - Support for 2021 Year 12 Students and staff P&C to contribute \$1000 to final year 12 BBQ celebration and \$1000 to the end of year staff morning tea Action: Amanda to follow up that these payments have been made to the school Cheesemaking workshops postponed for now
Correspondence received since the previous general meeting	Inward: N/A Outward: N/A
Business arising from the correspondence	N/A
Principal's Report	<ul style="list-style-type: none"> Tabled - see Attachment 1 New Librarian and Careers Advisor started
Treasurer's report and financial statement	<ul style="list-style-type: none"> Tabled - see Attachment 2 Treasurer's report approved \$20K from CBP grant received

Committee Reports	<p>Fundraising Committee</p> <ul style="list-style-type: none"> • Second hand uniform sale – took place on Friday 28 January Highly successful event and thanks extended to all involved <p>Grants Committee</p> <ul style="list-style-type: none"> • 2020 Community Building Partnership Grant - for the Dome AV, sound & lighting project <ul style="list-style-type: none"> - Action: \$20K received into P&C account - to be forwarded to school on receipt of invoice - Project delays due to covid & rescoped to meet weight bearing capacity of Dome crossbeams - Tender has been released and is managed by the Department's Asset Management Unit - Principal confident works will be completed by March / April when final report due to NSW • 2021 Community Building Partnership Grant - Wellbeing room fit out <ul style="list-style-type: none"> - Repainting, new door, furniture, storage, wall coverings & sensory towers are now complete - Action: P&C to invite State MP Sophie Cotsis to visit school for photo opp in room - Room is being used by counsellors, nurse for parent & student meetings • New grant opportunity - Westconnex community grants. (Up to \$10K opens March 1st, closes March 31st) <ul style="list-style-type: none"> - School P&Cs can apply for this grant. Canterbury is within the eligible area boundary - Focus areas: health and safety /environment, sustainability and cultural heritage / education and economic development - Past local P&C funded projects include bathroom facility upgrades, sandstone log amphitheater, rainwater tanks, STEM equipment, mural artworks - Action: P&C will consult with teachers via Principal and SRC for a list of project funding requests. Belinda to report back to Sonya.
New & General Business	<p>New and Other Business</p> <ul style="list-style-type: none"> • School Careers Event <ul style="list-style-type: none"> - Working group to be formed for the P&C to assist with school careers event planning - Volunteers included: Sonya Williams, Fiona Miller, Amanda Barker, Sarah Allely, Tara Rees - If any others parents / carers would like to join or be involved, we will put out a recruitment email for both parents and past students once we have further clarity around the scope / work areas of interest.
Date of next meeting	Wednesday 16 March 2022
Close	8.00pm

Attachment 1 – Principals Report

P&C Principal's Report 16 February 2022

1) First days of school

Everyone has settled in well and managed the first few weeks. People have settled into the cohorting and we have managed a few situations that popped up regarding the learning centre quickly. Photo Day and Swimming Carnival both went well, with a catch up day booked to complete photos impacted by wet weather.

2) Unfortunately, Health and Safety have requested that we re-home the school birds. We have had a lot of joy over the years from having the birds in the school, with many kind donations of new birds from families. We understand that this is also a memorial site and a garden with particular elements related to birds will be installed in the place of the aviary with the memorial plaque. We have found a lovely new home for the birds with a cockatiel enthusiast- they will be loved and well-cared for.

3) Feedback Trial in 2022

We would like to trial a new style of parent teacher event to ensure more parents have access to feedback each term. Our plan is to have 2 long parent teacher nights open to parents from all grades (term 1 and term 3) and the release of school reports in terms 2 and 4.

We would then like to review this at the end of the year alongside some more detailed feedback about reporting.

4) Thank you for your ongoing fundraising support and donations to the school. Some pictures:



Grant money:

Before:



After:



Consultation

- 1) Late and absentee messages. Do you find the wording suitable?

Current:

Dear Parent/Caregiver,

Regular attendance at school is essential if [student] [roll class] is to achieve her educational best, social and psychological potential, and increase her career and life options.

The school is required to record explanations for any absences as a way of ensuring that students are absent from school only when they are sick or have another acceptable reason for missing school.

If you are able to explain any absences within seven days of their occurrence we will adjust our records.

[student] was absent from school on: [date]

No explanation has yet been received. If you have concerns that our records are incorrect please contact the school immediately.

Please assist us by emailing your reply and returning it to school as soon as possible. Alternatively, you may wish to contact the school on 9718 1805 to discuss your child's attendance.

Yours sincerely

Belinda Conway

Principal

[student] arrived late to school today [date] without an acceptable explanation. Please reply by email or phone 9718 1805.

Suggestion:

We are writing to confirm that [student] is absent from school today. If you would like us to be aware of any circumstances, require any support or have any concerns that this record is incorrect, please reply to this message or call the school on 9718 1805.

Use something similar to above for lateness:

E.g. We are writing to confirm that [student] signed in at school after 8.40am today. If you would like us to be aware of any circumstances, require any support or have any concerns that this record is incorrect, please reply to this message or call the school on 9718 1805.

Attachment 2 – Treasurer's Report

Canterbury Girls' High School P&C Association

Income and Expenditure Statement

1 January 2022 - 13 February 2022

Income	\$
P&C donations	
Fundraising (net of expenses)	
Second hand Uniform sales	\$ 1,790.29
Wine & Cheese Tasting	\$ -
Reunion	\$ -
Cheesemaking	\$ -
Grants	
	\$ -
Other	
P&C membership fees	\$ -
Interest	\$ 0.74
Total Income	\$ 1,791.03
Expenditure	
CGHS Contributions & Resources	
	\$ -
P&C Federation	
Membership & Insurance	\$ -
Other	
	\$ -
Total Expenditure	\$ -
Net Surplus/Deficit for 2021	\$ 1,791.03
Funds carried forward from 2021	\$ 80,411.82
Current funds available	\$ 82,202.85
Held in:	
Westpac Community Solutions Account	\$ 38,105.02
Westpac P&C Building Fund Account	\$ 44,097.83
	\$ 82,202.85