

AGENDA ITEM	P&C MINUTES 17 MARCH 2021
Opening and welcome by the Chair	Meeting opened: 7.02pm Chair: Megan Walker
Attendance in Person	Belinda Conway (Principal), Megan Walker (President), Jo Cory (Treasurer), Karen Rodgers (Secretary), Sue Topham, Margaret Adam, Amanda Barker, Alex Moynihan, Fiona Muirhead, Thomasin Litchfield, Pam Velissaris
Apologies	Helen Gray, Elaine Kuenne, Lee White, Sonya Williams, Belinda Flohr
Presentation – Teachers Federation	Presentation from Alice Magoffin – Teachers Federation Representative – Power point presentation attached.
Business arising from the minutes of the previous general meeting	Business Arising: - Event for Year 7 parents – nothing planned for year 7 parents at this time - School website updates (P&C page) – Karen has contact person to update P&C page. See Principal’s report for new website update. - School library – changes in times explained to students – complete - Minutes of meeting of 17 February 2021 approved.
Correspondence received since the previous general meeting	Inward: - Email regarding 1980 reunion event (Pam Velissaris) - Email regarding Lee Whites role on P&C Outward: N/A
Business arising from the correspondence	- Email regarding 1980 reunion event Pam Velissaris attended meeting Proposed 40-year school reunion (2020 postponed due to C19) Reunion in school hall – P&C fundraiser Envisage 40 pax. Timeframe - June 2021 Lunch/ Afternoon tea/ High tea plus tour of the school Saturday afternoon No alcohol if students are present Could students coordinate the tour? Could hospitality students be involved as practical event for them? Action: Belinda to speak to staff about some ideas. Pam to email Belinda regarding the idea and details of potential date etc P&C to coordinate and operate as a fundraiser - Fiona, Amanda, Margaret to stay involved and coordinate. - Email regarding Lee Whites role on P&C Action: Megan to discuss with Lee staying on as Vice President until AGM

Principal's Report	<ul style="list-style-type: none"> • Tabled - see Attachment 1 <p>Action: Karen to merge all reports from P&C meetings as one document to be uploaded to new school website.</p> <p>Use of air conditioning in the school to be monitored. Research into optimum use of air conditioning – time and temperature. Carbon offsets for the school to reduce school's footprint.</p>
Treasurer's report and financial statement	<ul style="list-style-type: none"> • Tabled – see Attachment 2 • Treasure's report approved • 2021 Spend – 30K to currently spend List from Belinda for 2021 spend <ul style="list-style-type: none"> - 2 outdoor table tennis tables- \$4000 - Combi Oven for kitchens- \$6000 - Plants for a native ingredient kitchen garden- \$500 - Replacement incubator for science- \$1500 - New literacy resources for Student Services Team- \$900 - New lectern for MPC- \$600 - TV and speakers for canteen area- \$1500 <p>Action: P&C approved spend up to \$15,000 on the above list and then review need and current spend as needs be.</p> <p>3D printer to be covered by income from 2nd hand uniform stall.</p>
Committee Reports	<p>Fundraising Committee</p> <p>Wine tasting afternoon Amanda reported on wine tasting event</p> <ul style="list-style-type: none"> - Planned for Saturday 8 May - Flier to be included on website and school stream app - Flier to be sent to Rebecca to be included on social media streams - Target to year 7 and 8 parents <p>2021 Second-hand uniform stall Sue gave update</p> <ul style="list-style-type: none"> - Planned for Wednesday 21 April 7.00am – 8.30am in the Cantabrian Hall 2 -3 Volunteers needed for the day (Fiona and Pam to assist) Encourage any donations of uniforms to the Office A before the end of Term 1 <p>Grants Committee</p> <ul style="list-style-type: none"> • Belinda - wish list for 2021 larger projects • Form from Belinda to complete CPB2020 grant and receive funds (\$20,000). Engineer to attend next Tuesday 23 March. • Application submitted to the Federal Stronger Communities Grant Round 6 on 18 February for \$20,000 (outdoor AV and lighting upgrade for MPC and Amphitheatre). Outcome TBC.

New & General Business	New and Other Business <ul style="list-style-type: none"> • P&C Zoom meetings 2 responses received to say parents would prefer Zoom platform Majority indicated they prefer to attend meetings in person. Meetings going forward will be held in person at the school. • CGHS Sustainability and Zero Emissions Commitment – email from Isabel McIntosh Addressed as part of Principals report. Please see attached. • Megan to speak to Rebecca about a Google doc to be emailed out by the school to Year 7 and 8 parents to be included on P&C data base • Tax appeal – what can we say we are fundraising for? Belinda to think about items with 20K spend
Date of next meeting	Wednesday 21 st April
Close	8.20pm

Attachment 1

Principal's Report P&C 17/03/21

1) New website

As discussed in the last meeting, staff have trained in the new website software on March 10. A tour of the new website and the P&C sections will be provided prior to launch (at latest beginning of term 2).

2) Environmental

The school has a long history of environmental activism. We have had historic campaigns around plastic water bottles, assisting with habitats for bees and the installation of solar panels. Current Student Environmental Ambassador projects include recycling, reducing textile waste and water saving initiatives. LED lighting has also been installed in some areas of the school. The school aims to have all lights operating as LED and a cost-effective solution has been found through replacement of bulbs rather than needing to replace the fittings. The bulbs are quite a new product and are being put into classrooms as needed (i.e. as a flickering light is detected, a technician comes out and changes all of the bulbs in the classroom at the same time). With the installation of air conditioning, the use of electricity will increase. We are currently offsetting this with the LED replacements, but are also interested in exploring other ways to offset this use. The decision to install air conditioning was an on-balance decision. The rising temperature in the buildings and the way the school buildings hold the heat, fans were not proving useful and students were unable to complete lessons, thus the need to consider air conditioning.

3) School Fundraising Initiatives

We thank the P&C for their kind agreement to purchase some gym equipment that is in need of updating/replacing. The gym is a whole school resource and students during sport and PDHPE lessons will get a lot of use from the new equipment.

As per request, some of the other things we are currently interested in purchasing include: outdoor table tennis tables (approx. \$2000 ea), a 'native ingredient' kitchen garden (\$500), a replacement incubator for science (\$1500), a new oven for the kitchen area, TV screen and speakers for canteen area, a new podium for the MPC, some new literacy resources (\$900), additional student printing facilities to include transfer making (including colour).

4) Update on COVID Tuition

Tuition has started and students receiving great feedback about their learning from the exercise. There are 102 timeslots available for students each fortnight. Currently 48 students are attending sessions and receiving support (mostly in improving writing skills).

Plan is in place to expand into junior years as of next term. Notes are sent home with students who are offered a place, parents can choose to withdraw their child at any time.

5) Addressing Lateness

Early feedback from parents has requested additional support from the school in tackling student lateness. The school is proposing the tracking of lateness and in addition to the letters sent home, students who are late 3 or more times without justification (remembering slept in etc is not justified even if a parent reports this) will be required to attend an afternoon detention on Tuesdays to make up some learning time. Students will be supported to complete outstanding work/assessments during this time. Letters informing parents about student detention would be sent well in advance. What are your thoughts?

Canterbury Girls' High School P&C Association

Income and Expenditure Statement

1 January 2021 to 15 March 2021

Income	\$
P&C donations	\$ -
Fundraising (net of expenses)	
Grants	
Other	
P&C membership fees	\$ -
Interest	\$ 2.34
Total Income	\$ 2.34
Expenditure	
CGHS Contributions & Resources	
	\$ -
P&C Federation	
Membership	\$ -
Insurance	\$ -
Other	
	\$ -
Total Expenditure	\$ -
Net Surplus/Deficit for 2021	\$ 2.34
Funds carried forward from 2020	\$ 42,430.36
Current funds available	\$ 42,432.70
Held in:	
Westpac Community Solutions Account	\$ 12,856.53
Westpac P&C Building Fund Account	\$ 29,576.17
	\$ 42,432.70