CARLINGFORD HIGH SCHOOL P&C ASSOCIATION INC.

MINUTES OF GENERAL MEETING HELD AT THE SCHOOL
WEDNESDAY 9 MARCH 2005

Opening by Vice President – J. Dilworth: Meeting declared open at 7:45pm

Present: T. Apollonov; J. Cavenagh; J. Chiver; M. Cochrane; J. Dilworth; G. Endicott; R. Laffer; M. Lewis; K. Mould; R. Oliver; N. Philip; A. Simpson; N. Stoneman; G. Trau; W. Whittaker; N. Wood; J. Wong; (17)
Staff: R. Clarke;

Apologies: B. Rooney; J. Lloyd; D. Halloran (staff); D. Gillies; D. Featherston

Previous Minutes:
Minutes of meeting 9-FEB-2005 were circulated.
N. Philip moved that Minutes of the Previous Meeting be accepted
Seconded: M. Lewis Carried.

Business Arising:
1. Position of Auditor – to be addressed next meeting. Possible nominee to be verified - as is a qualified, but not currently a registered company auditor.
2. Position of Traffic & Safety – N. Stoneman indicated that he will be able to offer assistance with this role.

Correspondence In:
3. Fundraising Promotion – P.N.P. Amusements
4. Fundraising Promotion – Baker’s Delight
5. Fundraising Promotion – Matthew Fabish – Colmar Brunton Intelligence
6. Fundraising Promotion – Reward Solutions Pty Ltd
7. Wesley Dalmar letter on help needed within local community
8. Federation of P&C
   - P&C Journal Term 1, 2005 – Vol 56 No 1
9. Emails:
   - ACSSO 9-Feb-05 – Call for Submissions to the National Review of School Music Education

Correspondence Out:
10. Letter sent by B. Rooney to Mr. Chris Willis – News Director Channel 7 re the coverage of the issue related to the enrolment of a disabled student in Year 7, and the lack of preparation wrt facilities (by Department of Education – not CHS community) to make the school suitable for a disabled student.
   G. Endicott moved Correspondence In/Out be accepted
   Seconded: K. Hodge Carried.

REPORTS:

Principal’s Report – R. Clarke:

11. See attached copy of Principal’s Report.
13. Year 7 camp very successful
14. Year 7 – 2006 – Open Morning scheduled for Mon 14-MAR-05. Targeted at main feeder schools – to give good snapshot of school community and activities. Will be followed up later by evening session that will be open to any attendees.
15. Q. N. Philip re delivery of Strategic Plan?
   No estimate on date for delivery of the finalisation of the Strategic Plan. Time involved in other management issues has meant Option to work with the P&C to help progress the development of the plan.
16. Q. J. Chivers re Careers news for Year 12 was previously distributed regularly, would be good if this could be re-instigated
   New careers advisor currently working well with students. R. Clarke will enquire to see if this can be put in place again.
17. Q. W. Whittaker – Year 10 Camp
   Looking at options at present to see if this will occur.
18. Q. A. Simpson – Only 1 Carlingford Calling issued this year … should these be more frequent? Appreciates that this should be more frequent, but resources have limited the time/effort to put this together. Should be every fortnight. Will be looked into and effort made to get this out more often. (W. Whittaker – P&C website to be put online asap)

19. Q. W. Whittaker – Uniform shop relocation? Pending meeting with G. Trau to discuss plan – difficulty in finding time to follow up.

Welfare Report – D Halloran:
No report (absent)

Treasurer’s Report – N. Wood:
20. Awaiting details from bank – full report deferred to next meeting.
21. Provided feedback on income/expenditure from Year 7 BBQ.

President’s Report – B. Rooney:
22. No formal report (absent)
23. Thank you to parents who helped out at the Year 7 BBQ – was a great effort put in and went extremely well. Good representation from P&C and teachers were present on the night. Number of Yr 7 parents attending was a little disappointing. Maybe timing should be reconsidered for future years – perhaps not a Friday night. Need to provide parents with a timely reminder for Yr 7 BBQ (some parents did not receive any specific notification of this event other than on calendar provided with ‘Starter Pack’ in 2004 – and Carlingford Calling did not come out to after the event). Seems that notice of BBQ did not reach all Yr 7 parents. Try not to schedule in the same week that the Solos Night is scheduled (Music Department). May need to improve communication to Yr 7 parents on this event.
24. Concern at communication within school – on any matter. Does need to be focus area for improvement. Maybe try to have a Carlingford Calling ready for the first week. Option to look at the school website which has a calendar of the activities that are occurring – effort is being made to keep this up to date.
25. Similar problem wrt communication of Careers Night that was organised for Year 12.

COMMITTEE REPORTS:

Uniform Shop – G. Trau:
26. Would still like 1 more volunteer to assist in the uniform shop – having no luck in getting anyone!!!
27. Good donations of second hand uniforms – more welcome.
28. Looking to progress move to new location when time is available to meet with Mr. Clarke.

Traffic & Safety – K. Moon:
29. No report.

Music Support – J. Dilworth:
30. Consider attending the Cabaret Night to be held on Sat 4-Jun-05

Landscape Committee – J. Lloyd:
31. No report.

School Council – J. Dilworth:
32. Discussed Federal Government plan called ‘Investing in Our Schools’ which was election promise by Federal Government to improve infrastructure within schools. CHS to consider application for COLA (Covered Outdoor Learning Area) to be constructed over the quadrangle adjacent to canteen. School Council will submit application – and look into obtaining quotes, development application etc. Report on progress will be provided to May SRC meeting. Looking at a cost of approx $150,000 – which would be well in excess of any amount generated by P&C. Application to be prepared and submitted by deadline of Aug 2nd 2005.
33. Significant changes have been achieved around and in the school through combined effort of Principal, School Council and P&C.
34. Asbestos issues with aging heating system was cleared last year – no asbestos present.

GENERAL BUSINESS:
35. 2005 Yr 7 Welcome BBQ and Parent Night – see comments in President’s Report

36. Carlingford Public School Fete – Sat 12-MAR-05 2pm to 7pm. CHS P&C have volunteered to assist by operating a BBQ. CPS will be providing all stock – sausages, steak, pre-cut onions, bread, tomato sauce, BBQ sauce, serviettes, and gloves. CHS to provide volunteers to work on stall. CHS requested to make signs - $2.50 Sausage
Sandwich / $3.50 Steak Sandwich. Need to finalise BBQ arrangements and BBQ tools. W. Whittaker to coordinate volunteers and finalise requirements with CPS. Look to use stall to distribute info on CHS.

37. N. Philip put together some information with N. Woods on the Funding 2005-07 Strategic Plan outcomes – which will be sent out with the minutes from this meeting. Further follow-up will be provided at future meetings by Mr. Clarke and the working group.

38. Continued discussion on the School Hat Policy and issues with sun cancer concerns – which the P&C will put forward to be discussed at the School Council meeting so that SRC looks at ideas. Could discuss with other school SRC’s to see how this problem is being dealt with. Consider option of encouraging wearing of hats for sport. Other ideas to be encouraged through School Council. Can the Cancer Council be approached to assist with ‘educating’ students. Mr. Clarke indicated that he had looked to promote the concept of ‘no hat no play’ within the Year 7 group – to encourage the behaviour that has been established at the Primary school – no feedback yet on the success or otherwise of this approach.

39. W. Whittaker – need to update Message on school phone system – currently indicates that P&C held every 2nd Wednesday in the Staff Common Room – change to 2nd Wednesday of the month in the Student Learning Centre. Email to office.

44. J. Dilworth – queried when hall kitchen may be upgraded – in desperate need of attention.

Meeting Closed: 9.50 pm  

Next Meeting: Wednesday 11 May 2005.

Minutes taken/typed by W. Whittaker.