CARLINGFORD HIGH SCHOOL P&C ASSOCIATION INC.
MINUTES OF GENERAL MEETING HELD AT THE SCHOOL
WEDNESDAY 8 FEBRUARY 2006

Opening/Welcome by President – B. Rooney: Meeting declared open at 7.40 pm.
Chair: B. Rooney (President); Minutes: N. Philip (Vice President) in the absence of the Secretary.

1. The President particularly welcomed Year 7 2006 parents.

Present:

Staff:
- R. Clarke, D. Halloran

Apologies:
- J. Deagle, W. Whittaker,

Previous Minutes:
2. Minutes of the meeting 9-NOV-05 were circulated prior to this meeting by e-mail, and copies were available at this meeting. Re Item 29, page 3 - delete "February", substitute "March". With this amendment, the minutes of the 9 November 2005 meeting were submitted for acceptance.
N. Wood moved that Minutes of the Previous Meeting be accepted
Seconded: T. Apollonov Carried.

Business Arising:
3. Carry over AGM business - Committee positions to be filled
The President invited parents present to consider nominating for the vacant positions of Vice President (1), Auditor (1), Traffic & Safety Committee representative (1), Regional P&C delegate (1). Action was held over to General Business later in the meeting.

Correspondence In:

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<tr>
<td>1</td>
<td>ACSSO (email)</td>
<td>&quot;Families Matter&quot; Initiative Newsletter - Nov 2005</td>
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<td>2</td>
<td>Federation of P&amp;C</td>
<td>P&amp;C Federation Annual Conference 2005 - Recommendations</td>
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<td>Bathurst West Public School P&amp;C</td>
<td>Shared Car Raffle 2006</td>
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<td>5</td>
<td>ACSSO (email)</td>
<td>Release of Report - &quot;How Young People are Faring in 2005&quot;</td>
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<td>6</td>
<td>ACSSO (email)</td>
<td>ACSSO Newsletter - &quot;Public Education Voice&quot; Dec 2005</td>
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<td>7</td>
<td>Federation of P&amp;C</td>
<td>Newsletter - Dec 2005</td>
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<td>Asthma Foundation of NSW</td>
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<td>Literacy Tutors Course</td>
<td>Course in Spelling and Reading through Phonics for Tutors</td>
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<td>10</td>
<td>Spizvac Marketing</td>
<td>Changing the State of Play</td>
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<td>11</td>
<td>N. Stoneman</td>
<td>Suggestions re school uniform</td>
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<td>12</td>
<td>N. Stoneman</td>
<td>Suggestions re improved parent participation in P&amp;C</td>
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<td>13</td>
<td>Tax Office</td>
<td>Acceptance of Building Fund tax deductible status</td>
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4. The meeting decided to refer Item 11 to the Uniform Committee. T. Apollonov will provide copy of item 13 for records.
Correspondence Out:

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<td>1</td>
<td>T. Apollonov</td>
<td>Building Fund tax deductible status sent to Tax Office</td>
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5. T. Apollonov will provide copy of item 1 for the records.

REPORTS:

Principal’s Report – R. Clarke:

6. See attached copy of Principal’s Report.

Mr Clarke made the following points:

7. An Australian Govt report titled “High Demand Schools” recognised schools such as CHS, and identified parent participation as a significant indicator.
8. Faculties have expressed interest in presenting information to every one of the planned P&C meetings for 2006.
10. CHS ranks well against peer schools with respect to performance against State averages across Yrs 7 to 12.
11. 2006 started with the planned seven Yr 7 classes based on confirmed arrivals (185), but will reduce to six classes in a few weeks, after 20 fewer students actually turned up.
12. School numbers for 2006 will be 1117. Allocated staff numbers will not change.
13. The School’s expectations re wearing correct school uniform have been reinforced early, with particular attention to tucking-in of shirts, and to wearing full leather shoes (OH&S issue).
14. The President congratulated the school on the 2005 HSC results, and on the high standard of teaching given.

Welfare Report – D. Halloran:

15. 2006 Welfare Team changes have resulted from Acting Head Teacher arrangements – C. Cutler will act as Yr 10 adviser in place of R. Crossweller (A/HT English), and B. Worsely will act as Yr11 adviser in place of B. Weir (A/HT Languages).
16. Yr 7 pastoral care program titled "Creating Connections" was outlined, involving in-school development of teachers manual, students manual and course evaluation. The documentation was circulated at the meeting for information.

Treasurer’s Report – T. Apollonov:

17. Copies of the attached report were circulated at the meeting. Income included parent contributions, expenditure included P&C donations to the school for purchase of data projectors. The uniform account received significant income from Yr 7 uniform purchases. There were no questions from the meeting.
18. The Treasurer (T. Apollonov) identified the need for new signatories on the P&C accounts, and proposed the establishment of a separate Building Fund account to record transactions in a more traceable and transparent manner. The following motions were introduced:

Motion 1: That two current (2006) P&C Executive members, T. Apollonov and N. Philip, be added as signatories to the P&C cheque account, as replacement for two outgoing (2005) Executive members, N. Wood and J. Dilworth, who will no longer be signatories
Moved: P. Roy Seconded: J. Simpson Carried

Motion 2: That a separate bank account be established for the management of P&C Building Fund contributions, and that the Treasurer be authorised to liaise with the bank and with the school’s administrative team to ensure smooth implementation of this arrangement
Moved: G. Endicott Seconded: A. Simpson Carried

19. During discussion on Motion 2, the Treasurer advised that existing Building Fund monies in the General account would be transferred into the new account. The P&C will then have three accounts - General, Building, and Uniform.

President’s Report – B. Rooney:

The President made the following points:
20. Thank you to all P&C members who contributed to the running of the Year 7 Orientation Day in December 2005.
21. Presentations of approx 15 minutes duration by school faculty representatives are planned for each P&C meeting in 2006. This will provide a better picture of the workings of the school for the benefit of interested parents.

22. The focus of the P&C has moved from supporting the delivery of a single major project (the Learning Centre) to examining a range of potential projects that can be funded from P&C monies and/or from securing external grants. The 2004 Parents Survey and the School's Strategic Plan for 2005-07 will be used to guide the P&C's deliberations.

23. Communication with parents is essential to the P&C's success. Participation in meetings and to project teams are both welcome. Provision of an e-mail address will assist with communication.

**School Council Report – B. Rooney:**

24. The President reported that the School Council has not met since the last P&C meeting. She and M. Cochran are the Council's P&C representatives. Former P&C President J. Dilworth is the community's representative.

**COMMITTEE REPORTS:**

**Uniform Shop – N. Wood:**

25. N. Wood reported that two new volunteers in the Uniform Shop had made a very welcome contribution to the shop's effective running.

**Traffic & Safety –:**

No report.

**Music Support – K. Mould:**

26. K. Mould reported that dates had been set for various musical activities: 22 February for Year 7 music orientation evening; 27 February for performances at School Presentation Night; 15 March for senior solo night; 22 March for junior solo night (an assessment task for Year 10 Elective Music students); 9 May for next Parent MSG meeting; 3 June for Cabaret Night.

27. She proposed the use of P&C supplies at MSG-supported events, instead of purchasing and being reimbursed for separate MSG supplies. She also proposed the purchase of a kitchen utensils kit for P&C and MSG events that required the use of the school kitchen. The meeting agreed in general discussion that both proposals were sound, and should be carried through. The meeting agreed that no formal motions to this effect were required.

**Landscape Committee – J. Lloyd:**

28. J. Lloyd reported that 20 parents attended the December 2005 working bee, and successfully completed plantings around the main quadrangle. Working bees are proposed in each term of 2006, near the end of term. Dates will be advised in Carlingford Calling and by e-mail.

**GENERAL BUSINESS:**

29. Carry over AGM business - Committee positions to be filled

In discussion on the 4 vacant positions to be filled, M. Yoosuff expressed interest in the role of parent Auditor, and N. Stoneman expressed interest in the P&C Region representative role. Discussion ensued on arranging the business for the March P&C meeting, which will include EGM matters and a guest speaker. Final arrangements will be left to the P&C Executive. The following motion was introduced:

**Motion 3:** That the March 2006 P&C meeting will include an Extraordinary General Meeting to present audited financial reports for the period July 2004 to September 2005 inclusive, and to fill vacant positions on the P&C Executive and Committees


30. Year 7 Welcome BBQ

The President invited those present at the meeting (other than Year 7 parents) to volunteer their services in support of the event. N. Wood will act as coordinator. A list was circulated at the meeting.

31. Additional Uniform Shop business

N. Wood thanked all helpers on Year 7 Orientation Day in December 2005. More than $5000 in income was received on the day. Some uncertainty has arisen about the written information provided to parents on the wearing
of Taslon jackets by Year 7 girls. It was confirmed at the meeting that Taslon jackets are wearable in all seasons, by both girls and boys.

32. **Additional School Welfare business**
D. Halloran sought the P&C's view on engaging Michael Carr-Greg later in the year for welfare-related activities with students and possibly parents. The meeting offered in-principle financial support to the school for session(s) with Mr Carr-Greg, consistent with past levels of support as a minimum.

33. **Girls summer uniform**
N. Wood informed the meeting that the girls summer uniform is being sold by other than the recommended supplier in a lighter fabric and at a lower price. After some general discussion that included consideration of the need for a subcommittee to investigate this further, it was agreed that N. Wood would examine the matter with the support of other interested parents, and would report back to a future meeting.

34. **Funding Plans for 2006**
There was some general discussion on the merits of external grants for P&C projects in support of the school's needs. The President undertook to circulate material from the Federal Government's "Investing in our Schools" Program documentation to stimulate parents' ideas.

Meeting Closed: 9.30 pm

Next Meeting: Wednesday 8 March 2006.

Minutes taken/typed by N. Philip – formatted by W. Whittaker.