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

Opening/Welcome by President – B. Rooney: Meeting declared open at 7.10 pm.
Chair: B. Rooney (President); Minutes: W. Whittaker (Secretary)

1. The President opened the committee and welcomed parents.


Staff: R. Clarke, D. Halloran

Apologies: J. Deagle

2. The General Meeting was suspended for the running of the Extraordinary General Meeting.

EGM:

3. Nominations for the following positions were taken and voted upon:

<table>
<thead>
<tr>
<th>Position</th>
<th>Elected</th>
<th>Nominated</th>
<th>Seconded</th>
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<tbody>
<tr>
<td>Vice President</td>
<td>N. Wood</td>
<td>N. Philip</td>
<td>T. Apollonov</td>
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<tr>
<td>General Committee</td>
<td>P. Roy</td>
<td>N. Wood</td>
<td>M. Yousuff</td>
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<tr>
<td>Auditor</td>
<td>M. Yousuff</td>
<td>P. Roy</td>
<td>N. Philip</td>
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<tr>
<td>P&amp;C Delegate to Association</td>
<td>N. Stoneman</td>
<td>N. Philip</td>
<td>M. Yousuff</td>
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Auditors Report – N. Wood:

4. See attached copy of the Audited Accounts.
5. Note that the period of the audit was extended to 15 months to bring the Audit Report nearer to the AGM.

   N. Philip moved that the Audited Accounts be accepted.
   Seconded: M. Cochrane Carried.

6. The General Meeting was suspended for a visit to the Science Labs which included a presentation on the plans for refitting the Science Labs by Head Teacher of Science, D. Hopley.

Problems with current laboratories

- Desks are immovable and consequently do not allow for the flexibility of different group work and practical work situations
- Sinks, taps and gas fitting are located on desks and get easily damaged – students block gas fittings etc.
- Teachers cannot create space for larger experiments eg. on motion
• Bench cupboard space is limited
• Floor covering is damaged and slippery
• Sinks are old and some drains are blocked
• Electrical fittings are located beside drain downpipes and are hazardous
• All bench tops are old, wearing away and in some cases hazardous – nails exposed etc.
• Cupboards are old and damaged
• Wooden draws on equipment cupboards get stuck as wood wears.
• New equipment cupboards would be moveable and contain tote trays that are relocatable
• Stools do have backs – chairs would be much better.

General Meeting Resumed at 8.45 pm.

Previous Minutes:
7. Minutes of the meeting 8-FEB-06 were circulated prior to this meeting by e-mail, and copies were available at this meeting.
   P. Roy moved that Minutes of the Previous Meeting be accepted
   Seconded: M. Cochrane Carried.

Business Arising:
8. Nil.

Correspondence In:
# From Description
1 Kiran Premnath - School Magazine (Voice) Thank you and copies of the ‘Voice’ magazine
2 Avanti Jewellers Fundraising Promotion
3 Mortgage Choice Sponsorship Opportunity
4 ACSSO (email) Families Matter Newsletter - Vol 1 No. 5: February 2006
5 ACSSO (email) Federal Govt Funds Financial Literacy Campaign
6 Polly’s Pantry Fundraising Promotion

Correspondence Out:
Nil.

REPORTS:

Principal’s Report – R. Clarke:
9. See attached copy of Principal’s Report.

Welfare Report – D. Halloran:
10. Happy International Women’s Day …
11. Study skills day for Yr 12 with group called Elevate.
12. Year 7 BBQ went extremely well. Thank you to all for support
13. Girl’s Committee back underway. Two girls attending session at Parramatta tomorrow. Profits from program to Breast Cancer Research
14. School vaccination program for Year 7 are underway. Vaccination against Chicken Pox and Hepatitis B.
15. TAFE link – 2 students doing hair dressing, 1 student doing carpentry
16. Open Day and Open Night approaching
17. Year 7 Pastoral care program going well
18. Source of funds for students experiencing difficulty – Hills Group will assist on request. Will assist with funding fees, fees for camp, attendance at Yr 12 formal.
19. Student in Year 8 – assisted with counselling after significant incidents. Counsellor offers great assistance for students at all levels. Included students having problems at home.

*** Q: N. Stoneman: Info on Vaccination Program … Was requested in the past. Needs to be followed up. Also could look at issue of obesity.

**Treasurer’s Report** – T. Apollonov:

20. Copies of the attached report were circulated at the meeting.
21. Treasurer’s report as tabled.

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<tr>
<td>P&amp;C Account</td>
<td>$29,100.88</td>
<td>(includes building fund and general contributions)</td>
</tr>
<tr>
<td>Uniform Shop Account</td>
<td>$15,403.29</td>
<td></td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$44,504.17</strong></td>
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N. Philip moved that Treasurer’s Report be accepted
Seconded: J. Simpson Carried.

**President’s Report** – B. Rooney:

The President made the following points:

22. Thank you to all P&C members who contributed to the running of the Year 7 BBQ – parents and teachers and the musicians who created an ambient atmosphere. Approx 48 families – 138 people (parents and students)
23. Thanks to those involved in Presentation Night held on Monday 27 February.
24. Hope that we can establish target of ‘Investing in Our School’ Government Grant.

**COMMITTEE REPORTS:**

**Uniform Shop** – G. Trau:

25. Junior Ties up to $19 to match price at Lowes.
26. Note that Jackets can be worn with all uniforms – Boys and Girls.
27. Mrs Long likely to be the contact for the Uniform Committee if required. May be concerns in relation to the girl’s uniform – making it a lighter material.

*** Q N. Stoneman – Why do we have ties?

*** Q J. Turco - School hats don’t meet Cancer Council standards.

**Traffic & Safety** –:

No report.

**Music Support** – K. Mould:

28. nil

**Landscape Committee** – J. Lloyd:

29. First working bee will either be at end of Term 1 or start of Term 2.

**School Council Report** – M. Cochrane:

30. Covered walkway being built between Library and D Block. Next stage will be a covered walkway from Quadrangle to E Block.
31. Soon to start work on boys and girls change rooms.
32. Head Teacher of English has retired, and a new Head Teacher is required.
33. Discussion of Science Labs and work required to make improvements.
GENERAL BUSINESS:

34. **Federal Government – Investing in Our Schools Program – Government Grants (N. Philip)**
   (Discussion paper prepared by N. Philip).

   N. Philip outlined the decisions made in determining the subject of the grant, and the processes that will need to be followed to get the grant application submitted by the set date (10-MAY-06). It is understood that the funds are given to the school and not held by the Department. The school will manage the project.

**Motion 1:** That the P&C supports the refurbishment of one or more science laboratories up to a maximum value of $150,000 as a priority project for external funding in accordance with the School Strategic Plan for 2005 - 2007.

   Moved:       N. Philip  Seconded:       M. Cochrane  Carried.

**Motion 2:** That the P&C accepts the role of applicant for a grant from the Federal Government’s Investing in our Schools Program to fund the design and construction of the refurbishments.

   Moved:       N. Philip  Seconded:       A. Simpson  Carried.

**Motion 3:** That the P&C assigns responsibility to a P&C Project Team to prepare and submit a grant application to the Federal Government in May 2006.

   Moved:       N. Philip  Seconded:       P. Roy  Carried.

**Motion 4:** That the grant application will be submitted with the P&C as the applicant and the Department of Education/Department of Commerce as the administrator of the funds.

   Moved:       M. Lewis  Seconded:       N. Philip  Carried.

   P&C Project Team formed consisting of: M. Yousuff, A. Simpson, M. Cochrane, P. Roy, J. Nixon

35. **Flying the National Flag (J. Turco)**

   School requires a new flag as the current flag is not acceptable. School has spoken to M. Tink who will provide State Flag – and will need to approach Federal Member for Australian Flag. Application has been put in to get a new flag pole.

36. **School Uniform – Caps (J. Turco)**

   Issues with wearing the school hat. Current hat is not adequate. Needs to meet skin cancer council requirements, Could there be a skin cancer awareness program promoted within the school to make the need to wear a hat more obvious. Students must currently wear a hat for PE. Very difficult to get students to wear hats and recognise problems with sun exposure. Can we get more cover/protection from the sun within the school.

   Committee may be formed to follow-up this issue by investigating what is happening in the school currently – areas for improvement – and suggestions for changes.

   This option is to be considered further at the next meeting.

37. **Concern with Organisation of Buses on early finish (N. Philip)**

   To be followed up with N. Philip to determine concerns and establish if this should be followed up further within the school.

38. **School Newsletter reference to Yr 7- Putting Year 7 Through the Basics (J. Turco)**

   Concern at reference to Yr 7 abilities and learning from Primary School.

Meeting Closed: 9.30 pm

Next Meeting: Wednesday 12 April 2006.