

CHERRYBROOK TECHNOLOGY HIGH SCHOOL Minutes of P&C Annual General Meeting Tuesday 21 March 2017

Meeting commenced at 20.00 hours.

Treasurer report for previous year tabled (separate attachment).

President report for previous year (separate attachment).

Election of P&C executive committee:

The Principal conducted an election for the P&C executive for the next year. The results were

- Stephen Phillips as President
- Tim Spencer as Vice President
- Rod Cuevas as Vice President
- Athula Perera as Treasurer
- Michelle Commens as Secretary
- Liz Groves as Executive Committee member
- Ratna Siva as Executive Committee member
- Gavin Poole as Executive Committee member
- Janice Marshall as Executive Committee member
- Helen Wrench as Executive Committee member
- A J Kumar as Executive Committee member

Lakshmi Gopal was thanked for her diligent service as secretary for the previous Committee.

Principal's Report:

Matters of Community Interest

- Building program update – Building has commenced and hopefully, will continue at a steady rate.
- Training for the introduction of LMBR is underway. This software package will lead to some significant changes in the way we do our daily admin and finance tasks. Keep an eye on Network for details.
- The ASR is in the process of being finalised. Thanks in advance to Brett Clements for his work on this document.
- "A Midsummer Night's Dream", the play, was a huge success with good numbers in the audience over the two nights it played. My thanks to all who supported the show.
- International Women's day assembly was enormously successful with two wonderful guest speakers.
- Year 6 into 7 night was hugely successful. P&C catering was greatly appreciated.
- Eddie Woo is the successful candidate for the Commonwealth Bank & Sydney University young Alumni awards. He will also feature on Australian story in the near future. Earlier this month he featured on Insight with Emily Shakespear, Year 12.
- Currently reviewing air conditioning quotes for D Block. Depending on a number of factors this may go ahead in the near future. Asset management remains a stumbling block.

Curriculum and Administration

- CTHS students have performed very well at the recent regional swimming carnival with quite a few students progressing to the CHS carnival.
- Cross Country & Athletics carnivals have been postponed.
- Year 12 students have commenced their AP3 exams. This can be a trying time but it is important to support the students and help them build resilience before the final exams.
- Purpose of year 11 and Year 7 Interim reports explained ie a snapshot of how students are settling into junior secondary or senior secondary school. The report is not intended to be a guide to academic outcomes. Reports on student academic progress will be via full reports and forthcoming parent / teacher nights.

Welfare

- Year 11 Camp to Jindabyne next, Monday 27 March
- Year 7 attended a Bullybusters assembly earlier this month.

Important dates

- Friday 7 April is the final day of term.
- Staff return to school for Term 2 on Monday 24 April.
- Student return to school Wednesday 26 April.
- Please note Year 11 AP1 exams commence on Monday 24 April. HSC Invigilators will supervise the examinations

Other matters

- Check school website for photographs of all school major events. Some lovely photographs of the Year 7 camp are available
- Second alumni newsletter has been published. Provides a comprehensive update and profiles a former student. Commend it to the P&C.
- Landscaping now complete – a very welcome addition to the amenity of the school.

Building Program Update:

The building program is now visibly underway, although recent run of wet weather will likely introduce delays to schedule.

Federation sub-committee report:

Tim Spencer updated P&C on Federation. Key point to note is the introduction of new canteen standards with regard to food choices from healthy eating perspective. Will have until 2019 to transition and CTHS already well positioned. Canteen manager is scheduled to attend seminar/s to get more detailed information.

Canteen Sub-Committee Report:

The CTHS Canteen Safety Management Plan (SMP) is undergoing final revision. An action list has been extracted to support key implementation steps and discussion with canteen staff will now be undertaken to commence implementation.

An update on progress on replacing the canteen manager role was provided. The committee noted and endorsed intent to make an offer to two volunteers from the canteen to share the role, subject to relevant pre-employment checks.

Funding Report:

The meeting was advised that the Executive Committee agreed to close down the markets initiative with immediate effect (Note : post meeting various parties involved in the markets initiative have been advised of the cessation).

Alumni:

No update provided given the time constraints.

CORRESPONDENCE IN / OUT:

None of material nature.

TREASURER'S REPORT:

Audited accounts were tabled at AGM.

P&C ACCOUNT BALANCES as at 14th February, 2017 (to be updated post May meeting).

P&C agreed in February meeting to rollover the term deposit which is maturing in March for another six months. Given the low interest rates currently on offer, was agreed in March meeting to hold in current account in anticipation of rise in rates at which time would look at recommitting to term facility. To be assessed at each meeting.

	NAB	St. George	TOTAL Fund
	AU	AU	AUD
General	425.57	146,338.59	146,764.16
Grounds	237.47	55,785.32	56,022.79
Building	366.50	259,966.57 *	260,333.07
TOTAL Bank	1,029.54	462,090.48	463,120.02

* NOTE : St. George Building Fund Balance include a Term Deposit of AUD 240,000- @ 2.9% p.a. maturing on 19th March, 2017

Canteen Accounts (Westpac)

	Westpac AU
Cash Reserve	66,842.06
Term Deposit	100,000.00
Cash Bonus – Long Service Leave	32,771.48
Cheque Account	25,541.88
TOTAL	225,155.42

Other business:

None

Next Meeting:

P&C General meeting to take place in the Conference Room in A Block, on Tuesday 2 May 2017 at 8 pm.