



Cherrybrook Technology High School Parents and Citizens Association

GENERAL MEETING MINUTES

Tuesday 18th October 2022 7:30pm.

Meeting opened 7.35pm

Present:

As per sign on book

Apologies:

Sara Mitchinson, Sue Sivam-Raja, Carl Runde, Tyson Webster

Welcome:

Gary introduced Matt Fisher and Matt Townsend to present the STEM building project. CTHS received the most substantial funding from the project across the northern region of schools.

The purpose of the building gives us the opportunity to remove five more demountable classrooms (down from 41 before J building – to 9 after this is complete M building). It will be a 2 storey building. Ground floor will comprise the science areas and the First floor will be STEM specialist rooms.

Adoption of previous minutes proposed by:

Daniel and Nimali

Business Arising from Previous Minutes:

None

Principal's report: - Gary Johnson

Curriculum and Administration

- The Year 12 HSC examinations commenced last week. Students are well prepared and at this stage appear to be coping well with the stress the tests bring. I'm confident students will achieve the results they deserve!
- Year 11 students have now commenced their HSC courses. Their Year 11 reports are in the process of being finalised. On Tuesday night 25 October there will be an online meeting for all year 11 students and parents. The meeting will look at the demands of Year 12, what is expected of students and also allow the students' reports & assessment booklets to be handed out.
- The year 12 Big day out, concert, graduation and formal were all a great success. Students are to be congratulated on the way they conducted themselves during this time. All staff involved did a marvellous job and were most supportive of the students.
- Work has commenced on the 2022 timetable and will continue for the next few weeks. Student numbers are approximately 2050. This is approximately the same as last year.

- The progress on our new building continues to be excellent. Presentation from Mr Townsend and Mr Fisher to follow.
 - During the holidays the education minister and the premier made a range of announcements that will impact on schools.
1. A critical change to how teachers are observed under the Performance and Development Framework.
 2. New Departmental team that parents can contact to complain about teachers, principals, students, and curriculum
 3. Every parent will be given a copy of the curriculum at the start of the year,
 4. Students studying education, specifically at Australian Catholic University, will be allowed to teach
 5. The introduction of the Teach for Australia Program. This decision is the most surprising given the Department previously refused to launch the program, commenting: "Analysis of the career progression of program alumni indicates that the majority of participants transfer to teach in less disadvantaged schools, and less than half the participants are still in the profession after five years." And: "The model undermines the status of the teaching profession by placing untrained teachers who have not yet completed their qualifications in 'disadvantaged' schools including in rural and remote locations."
 6. The introduction of a "Chief Behaviour Adviser".
 7. Announcement re additional school development days and 5 hours per term development for new curriculum. The most immediate change will be Monday 19 December is now a designated school development day.
 8. Additional permanent teachers. Details to follow after ministerial announcement on Sunday morning.

Welfare

- The Year 9 camp is underway with students and staff leaving yesterday. A report from Mr Clements this morning indicated all was going well.
- GP in schools program finally resuscitated after the COVID years, took place today. A tremendous welfare program for all involved.

Other

- Staffing: We are currently in the process of filling a number of vacant positions and trying to get additional positions to advertisement in order to ensure the school has staff with the correct "fit". These include the HT Mathematics, librarian, Careers and vacancies in HSIE & English.
- Year 8 Lifesaving commences Friday 21 October. It is vital non swimmers attend and gain water safety skills. The last 12 months has seen Australia's greatest number of drownings in many, many years.

- Sejal Mall leaves for Paris on Sunday to represent the school at the international IGEM competition

Treasurer's Report:- Nimali Jayatilake

See attached reports at the end of the minutes

Canteen Report: - Vidit Shankar

We have a new canteen manager who has settled in well.

We have conducted our annual occupational health and safety check. Nothing major that stands out from this.

A request from the canteen to put in the newsletter each week to try and get canteen volunteers – urgently. The numbers are way down and we are at risk of not having enough on a few of the days.

Vidit suggested putting a little more information in the newsletter about the requirements of the volunteers. This may help encourage people along that may be unsure of what is expected.

Alumni report: (report via email)

Last CTHS Alumni meeting – Tues 11th Oct

Social media

Posting weekly on the following platforms

Current followers -

- Facebook - 712
- LinkedIn - 1928
- Instagram – 127

Ongoing Social Media Collation –

- Alumni profiles
- School news stories
- Throwbacks from past events
- Advertising upcoming events

Support for cohort driven events (20 year and 10 year reunions)

Recruitment Drive

Looking for support to help out with collating alumni profiles, social media, events.

Federation Report: Ron Harrop

The first Federation conference in a few years is being held on the 29th October 2022. We will buy 1 license for \$45 that will last 3 months and can be shared amongst the executive.

General Business:

Correspondence In and Out:

Email from a parent requesting support funding for her daughter to compete at Nationals for sporting costs.

Committee discussed and agreed on an amount of \$400.00 as a one off contribution.

November meeting – Gary and exec to organise end of year celebrations as per other years.

Meeting closed at 8.45pm

Next meeting: Tuesday 29th November 2022

Profit and loss

CTHS P&C Association - Canteen

Accrual mode

01 Jan 2022 - 31 Aug 2022

ABN: 88141673059

Compared to Last Year

Generated 31 Aug 2022

		Total			
		Actual	Last Year	Var \$	Var %
Income					
4-1000	Canteen Sales	256,143.76	211,907.70	44,236.06	20.9%
Total Income		256,143.76	211,907.70	44,236.06	20.9%
Less Cost of Sales					
5-1005	Bakery	20,985.79	19,321.81	1,663.98	8.6%
5-1010	Milk	11,425.68	8,532.54	2,893.14	33.9%
5-1015	Drinks	19,591.54	17,445.15	2,146.39	12.3%
5-1020	Dry Goods	17,086.64	11,018.21	6,068.43	55.1%
5-1025	Frozen Goods	557.73	587.32	-29.59	-5.0%
5-1030	Fruit & Veg	2,598.72	1,646.26	952.46	57.9%
5-1035	Meats	39,017.92	31,590.90	7,427.02	23.5%
5-1036	Sushi	8,504.20	13,214.20	-4,710.00	-35.6%
5-1037	Vegetarian items	8,196.22	5,762.96	2,433.26	42.2%
5-1040	Ice Cream	373.12	264.43	108.69	41.1%
5-1041	Confectionary	893.60	1,340.06	-446.46	-33.3%
5-1050	Misc - Canteen Supplies	84.92	-765.60	850.52	111.1%
5-1051	Condiments	2,463.30	1,509.08	954.22	63.2%
5-51017	Dairy	3,426.21	2,638.79	787.42	29.8%
Total Cost of Sales		135,205.59	114,106.11	21,099.48	18.5%
Gross Profit		120,938.17	97,801.59	23,136.58	23.7%
Less Expense					
6-1300	Bank charges	4,061.02	4,037.60	23.42	0.6%
6-2200	Printing & stationery	539.54	335.56	203.98	60.8%
6-2700	Online Ordering	2,464.77	-1,990.72	4,455.49	223.8%
6-3000	Package Wrap	3,354.84	2,358.41	996.43	42.3%
6-3100	Miscellaneous	510.27	720.00	-209.73	-29.1%
6-3200	Cleaning supplies	154.04	186.04	-32.00	-17.2%
6-4100	Canteen Equipment	1,301.46	37.36	1,264.10	3,383.6%
6-5400	Superannuation expense	8,551.02	5,672.83	2,878.19	50.7%
6-6200	Wages & salaries	86,568.03	61,848.95	24,719.08	40.0%
6-6600	Work cover insurance	1,719.31	3,418.15	-1,698.84	-49.7%
6-9210	Equipment Repairs	2,356.86	759.36	1,597.50	210.4%

Total Expense		111,581.16	77,383.54	34,197.62	44.2%
Operating Profit		9,357.01	20,418.05	-11,061.04	-54.2%
Plus Other Income					
8-1200	Interest income	4.08	1.10	2.98	270.9%
Total Other Income		4.08	1.10	2.98	270.9%
Less Other Expense					
Total Other Expense		0.00	-	0.00	-
Net Profit		9,361.09	20,419.15	-11,058.06	-54.2%

Balance Sheet

CTHS P&C Association - Canteen

Accrual mode

31 Aug 2022

ABN: 88141673059

Generated 31 Aug 2022

		Total
Asset		
Banking		
1-1110	Bank Account Transactional Account	1,845.32
1-1130	Cash Float	300.00
1-1160	Westpac term Deposit	106,846.47
1-1170	P & C Canteen Transactional account	192,670.92
1-1180	Long Service Leave Accrual	14,437.82
1-1190	P& C Assoc Grounds Maintenance	97,541.82
Total Banking		413,642.35
Current Assets		
1-1320	Year End Inventory Value	4,003.27
Total Current Assets		4,003.27
Fixed Assets		
1310	Canteen Equipment	9,514.58
Total Fixed Assets		9,514.58
1-1131	VR Mastercard prepay	300.00
1-1132	CP Mastercard prepay	300.00
Total Asset		427,760.20
Liability		
Credit Card		
Total Credit Card		0.00
Current Liabilities		
2-1800	Accounts payable	3,964.93
2-2000	Long service leave payable	14,433.74
2-2600	PAYG withholdings payable	4,969.75
2-3200	Superannuation payable	3,631.56
Total Current Liabilities		26,999.98
Long Term Liabilities		
Total Long Term Liabilities		0.00
Total Liability		26,999.98

Net Assets		400,760.22
Equity		
Current Earnings		
3-1800	Current year earnings	9,361.09
Total Current Earnings		9,361.09
Retained Earnings		
3-1600	Retained earnings	270,714.53
Total Retained Earnings		270,714.53
3-8000	Allocate me (Withdrawal)	-4,614.03
3-8001	Allocate me (Deposit)	21,929.31
3-9999	Historical balancing	103,369.32
Total Equity		400,760.22

CTHS P & C Assoc
Purchase Road
Cherrybrook NSW 2126

Balance Sheet
As of 31 August 2022

Assets				
Current Assets				
Bank Accounts				
St George General A/c	\$1.45			
St George Building A/c	\$1.32			
St George Grounds A/c	\$0.93			
Westpac General Account	\$73,569.32			
Westpac Building Fund	\$272,714.87			
Westpac Grounds Maint Acct	\$128,484.96			
Total Bank Accounts		\$474,772.85		
Total Current Assets			\$474,772.85	
Total Assets				\$474,772.85
Liabilities				
Current Liabilities				
Other Current Liabilities				
Trade Creditors	\$15.91			
Total Other Current Liabilities		\$15.91		
Total Current Liabilities			\$15.91	
Total Liabilities				\$15.91
Net Assets				\$474,756.94
Equity				
2011 Year Expense			(\$280.00)	
Retained Earnings			\$112,757.66	
Current Year Surplus/Deficit			\$110,408.61	
Historical Balancing			\$251,870.67	
Total Equity				\$474,756.94

CTHS P & C Assoc
Purchase Road
Cherrybrook NSW 2126

Profit & Loss [With Last Year]

January 2022 To August 2022

	This Year	% of Sales	Last Year	LY % of Sales
Income				
Building Fund Contributions	\$48,750.70	27.40%	\$51,498.36	25.60%
Building Fund Donations	\$0.00	0.00%	\$3,891.89	1.90%
General Fund Contributions	\$98,254.30	55.20%	\$109,678.00	54.60%
Grounds & Maintenance Contrib	\$30,951.20	17.40%	\$35,728.00	17.80%
Total Income	\$177,956.20	100.00%	\$200,796.25	100.00%
Total Cost Of Sales	\$0.00	0.00%	\$0.00	0.00%
Gross Surplus	\$177,956.20	100.00%	\$200,796.25	100.00%
Expenses				
General Expenses				
Careers	\$330.00	0.20%	\$0.00	0.00%
Gifts	\$349.84	0.20%	\$0.00	0.00%
Grounds & Maintenance Projects	\$20,000.00	11.20%	\$10,000.00	5.00%
Alumni Functions	\$0.00	0.00%	\$1,676.59	0.80%
Catering Expenses	\$79.65	0.00%	\$2,213.76	1.10%
KLAs				
Creative Arts	\$0.00	0.00%	\$1,398.00	0.70%
English	\$0.00	0.00%	\$1,092.77	0.50%
HSIE	\$0.00	0.00%	\$4,442.31	2.20%
LOTE	\$0.00	0.00%	\$79.96	0.00%
Maths	\$0.00	0.00%	\$15,624.55	7.80%
Science	\$0.00	0.00%	\$3,231.90	1.60%
TAS	\$0.00	0.00%	\$4,000.00	2.00%
Technology	\$20,000.00	11.20%	\$20,000.00	10.00%
Boy's Programme	\$515.60	0.30%	\$2,000.00	1.00%
Motor Vehicle Expenses				
Bus Lease	\$5,000.00	2.80%	\$0.00	0.00%
Total Motor Vehicle Expenses	\$5,000.00	2.80%	\$0.00	0.00%
Insurance Expenses				
Public Liability Insurance	\$2,575.00	1.40%	\$883.00	0.40%
Welfare				
Staff Welfare	\$1,697.50	1.00%	\$0.00	0.00%
Staff Technology	\$15,000.00	8.40%	\$15,000.00	7.50%
Student Welfare	\$2,000.00	1.10%	\$6,500.00	3.20%
IT Expenses	\$0.00	0.00%	\$632.20	0.30%
Total Expenses	\$67,547.59	38.00%	\$88,775.04	44.20%
Operating Surplus	\$110,408.61	62.00%	\$112,021.21	55.80%
Total Other Income	\$0.00	0.00%	\$0.00	0.00%
Total Other Expenses	\$0.00	0.00%	\$0.00	0.00%
Net Surplus	\$110,408.61	62.00%	\$112,021.21	55.80%

