**Castle Hill Public School P&C Association**

**Minutes of General Meeting**

**Date:** 9th April, 2014

**Meeting Commenced:** 7.30pm

**Chairperson:** Liga Hegner

**Minutes:** Jenny Crandell

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### 1. Attendance

<table>
<thead>
<tr>
<th>attendance</th>
<th>Liga Hegner</th>
<th>Erica Elkass</th>
<th>Jenny Crandell</th>
<th>Charles Kim</th>
<th>Daniela Fattoretto</th>
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<tr>
<td>Kate Scotter</td>
<td>Liga Hegner</td>
<td>Erica Elkass</td>
<td>Jenny Crandell</td>
<td>Charles Kim</td>
<td>Daniela Fattoretto</td>
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<td>Fiona Foote</td>
<td>Liga Hegner</td>
<td>Erica Elkass</td>
<td>Jenny Crandell</td>
<td>Charles Kim</td>
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<td>Emir Lopez</td>
<td>Liga Hegner</td>
<td>Erica Elkass</td>
<td>Jenny Crandell</td>
<td>Charles Kim</td>
<td>Daniela Fattoretto</td>
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<td>Carolyn Vanderklauw</td>
<td>Liga Hegner</td>
<td>Erica Elkass</td>
<td>Jenny Crandell</td>
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<td>Steve Connelly</td>
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### 2. Apologies

Kalissa Inshaw, Megan Cameron, Molly McCrossen, Frank Gao, Katherine Mullen, Rebecca O'Shea, Cheryl Power, Jo & Rick Foster

### 3. PRESIDENT'S WELCOME (LH)

#### 3.1 Previous Minutes

- Minutes from March 2014 meeting were discussed

  **Moved:** LH  
  **Seconded:** LS

### 4. Business Arising

Playground Equipment –

Feedback from the following groups: SRC, SCC, Korean community, Chinese community. Kids loved the concepts.
<table>
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<th>A lot of positive feedback – only concerns raised were that proposed equipment is tailored for younger kids and fixed equipment was wanted.</th>
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<td>Concern money was not part of the messages re equipment – this was a decision from last meeting</td>
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<td>Saving of $9,000 via removing some of the proposed items – we will revisit putting them back in after we know the success of the area.</td>
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<td>Additional cost to be incurred - tables being relocated (need concrete underneath), temporary fencing for around construction area.</td>
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<td>Total cost for project will be $125,000 (which was previously quoted as net increases covered by savings).</td>
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<td>Timing – If the order is placed by the end of Term 1, the work will commence in Term 2 2014. Most of the major site work will be done in June/July 2014 school holidays (this will roll into term 3 if any delays).</td>
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| **Motion**: LH proposes a motion to spend up to $125,000 for the 125th sensory garden and the shade sail in front of F block.  
**Moved**: LS  
**Seconded**: VL |
| Discussion: P&C Budget – spending this and all other committed money (including landscaping) will leave approximately $35K in the bank which will cover the annual ongoing costs. Next year the P&C will be starting from scratch with limited budget. |
| KS raised concerns over proceeding with two stages at once and leaving such a small amount of money in the bank for ongoing costs and potential unexpected costs. KS suggested proceeding with one stage at a time rather. |
| Meeting majority agreed to continue with two stages and commit to up to $125,000. |
| Colour of shade sail will be “Bundena Blue” |
### Future funding

We are looking into establishing a building fund that would allow parents to contribute specifically to building projects. The building fund contributions would be tax deductible. If we are to do a building fund and are asking for contributions for a specific project ideal timing for requesting additional funds is May/June just before tax time so contributors can claim it as a tax deduction in their 2013/14 tax return. We need to find out a bit more – SC to contact CHHS and find out how it works, and CV to contact Anne Marie McKinley.

Also we are considering various types of specific project fundraisers e.g: named pavers, movie nights etc – to raise money for the bigger future projects.

Concerns raised by JC that the issue of fundraising and moving away from a school that does just voluntary contribution is a shift in what CHPS does so needs to be done carefully and in a planned manner.

Our other option is funding grants – from government, council, philanthropic organizations, shopping centres etc. We need someone to undertake research, identify possible grants, and apply for them. LS has joined a website called the Funding Centre which lists all the grants from around Australia available for non-profit organizations. Kate and Emir to look into the types of grants available.

Coles grant for gardening – not needed by the gardening club. Needs a teacher to assist and link it to the curriculum to be pursued.

### 5. CORRESPONDENCE (MM)

#### 5.1 IN

LS has letters from Korean and Chinese Community with feedback on the playground equipment. LH requests that they be passed on to her.
5.2 OUT

- Minutes of the March General Meeting to distribution list.
- Proposed agenda for April General Meeting to distribution list.

8. REPORTS

### 8.1 Treasurer (KS)
- Reconciliation report presented for Investment account February. Last reconciled balance is $117,996.63
  Moved: MS    Seconded: CV

- Reconciliation report presented for Investment account March. Last reconciled balance is $118,216.96
  Moved: LS    Seconded: MS

- Reconciliation report presented for Cheque account February. Last reconciled balance is $3,191.44
  Moved: MS    Seconded: CV

- Reconciliation report presented for Cheque account February. Last reconciled balance is $2,535.96
  Moved: VL    Seconded: CV

### 8.2 Canteen (AH)
Prices changing effective Term 2 – most up but some going down.
New price list on website and Carol will update flexischool prices.

### 8.3 Uniform shop (SP)
Nothing to report – all is good

### 8.4 School Community Club (SCC)
SCC AGM
The SCC AGM was held on 6 April 2014 and the following people were appointed to executive positions:
President – Rebecca O’Shea  
Vice President – Melissa Betts  
Vice President 2 – Simone Pedler  
Treasurer – Brooke Matthews  
Secretary – Priya Duggal  

A set of audited financial statements were presented to the meeting. Thank you to all who came along to the meeting and congratulations to the new executive team.

Mother’s Day Stalls  
Mother’s Day stalls are being held on 8 and 9 May. All items for the stalls have been purchased and will be sold at cost. This is not a fundraising activity. Items will be priced between 50c and $3.00 and information to parents will go home in the first week of term 2. Thank you to Julia Hanson Clinnick for her work on this event.

Other upcoming events include:  
Peer Support Lunch (Simone Pedler)  
Relay for Life – the SCC will be organising lap cards for students who participate on the day. AMF vouchers will be given to any student who completes a lap card. There will also be prizes for most laps completed. The SCC is also organising goodie bags to sell on the day to help with fundraising. These bags will contain donated items, such as chips and poppers.  
K-2 Cross Country 8 May – ice blocks (Mel Betts). Volunteers needed for this activity.  
If anyone would like to be included on the mailing list to find out more about these events, or would like to help out please contact Rebecca O’Shea via email rebeccaoshea@iinet.net.au

Next Meeting 6 May 2014.

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<tr>
<th>8.5 Principal’s Report (SC)</th>
<th>STUDENTS:</th>
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<td>- Castle Hill Show – best in show awards</td>
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<td>- Jett was selected to represent Sydney West at the NSWPSSA State AFL Championships at Macquarie University from Tuesday 20 May to Thursday 22 May - The levy for playing in this year’s event is $168 per player. Please consider passing this information on to your P &amp; C who may wish to offer financial support on this occasion.</td>
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<td>- AFL opt-in program for stage 2 school sport – Term 2, 6 weeks = $25</td>
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- CH Show – best in show awards
- Stage 3 teams challenge in prep for Peer Support – thanks SCC for support
- Winter uniform from day 1 next term

**STAFFING:**
- Mrs Qureshi on leave in term 2 – Nav Judge continuing in her place

**PROPERTIES:**
- F block concrete – awaiting contractor to do grinding. AMU need to know the type of paint we’re using for marking to ensure it meets slip-resistance measures.
- Prep. for ShowCase:
  - stage extension hire;
  - wall coverings [paint/pinboard?];
  - curtains purchased;
  - tiered seating hire;
  - ticketing
- Trees trimmed / removed – phase 1
- Computer fleet – major overhaul, cabling issues

**GENERAL:**
- Council rangers – spoke to Charles [manager @ Council] who said it was standard operating procedure to photograph parents, children, cars for evidentiary purposes. Council is bound by the same Government privacy policies as DEC = safe. If parents are doing the right thing, they won’t be photographed [some parents giving rangers the bird & attitude]. Rangers should be out of their car to do the photography.
- David from council – trees in reserve at back of school - $20K recently spent on pruning deadwood, another $20K planned to be spent in winter months, leaning tree at back of school measured – all ok – will remeasure in 3 months to see if any significant move. It’s “just following the sunlight”.
- ANZAC service on Friday @ 11.30am – all welcome
- Lock down & evacuation drills completed for semester 1 early next term
- P&C minutes on website – how far back do you want them to go?
- Reporting:
  - New proforma to reflect curriculum changes
  - Interviews in week 9 next term – online booking system opens 21/5/14
Castle Hill Public School P&C Association

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<tr>
<th>8.6 Deputy Principal's Report (DL)</th>
<th>See Principal’s report</th>
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<td>9. WORKING PARTIES</td>
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<tr>
<td>9.1 Landscaping</td>
<td>Thanks to the 14 volunteers including parents and grandparents – saved $1400 by doing the project with volunteers rather than paid staff.</td>
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<td>Thanks to Chinese Community – they worked really hard for the entire time.</td>
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<td>9.2 Playground</td>
<td>Completed in Business Arising</td>
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<td>10. GENERAL BUSINESS</td>
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<td>10.1 Telstra</td>
<td>Full report with accurate reading of EMR due later this week.</td>
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<td>10.3 Other business</td>
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Meeting Closed: 9.08pm  
Next Meeting: 14th May, 2014