

P&C GENERAL MEETING
 Tuesday 27th August, 2024 at 7.30 pm
 Online via Zoom
 MINUTES

Topic	Who												
1 President's Acknowledgement of Country <i>We acknowledge that we are hosting this meeting from the lands of the Cammeraygal People. We also acknowledge the Traditional Custodians of the various lands from which we all meet today. We pay our respects to Elders past, present and emerging, and celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.</i>	President												
2 Attendees & Apologies Apologies from Yenny (Canteen convenor), Pearl (Treasurer) Attendees 23 includes 3 x staff - Sam Salipo, Rani Holstein, Ms Walters	Secretary												
3 President's Welcome and Report	President												
4 Guest Speakers - none for this month													
5 Principal's Report (Sam Silipo) Coverage of events, policies and changes P&C funded marquee is expected to be delivered soon Principal merit selection process is underway, no ETA, director advises outcomes CPS will be election voting site, with no Concourse or High School (busy) Joe advised P&C looking at election BBQ	Principal												
6 Declarations of conflict of interest? None (Joe is running for Council!)	President												
7 Confirmation of Previous Minutes - June 2024 General Meeting William Moves Brian Seconds Minutes Adopted.	Secretary												
8 Outstanding Items - updates included. <ul style="list-style-type: none"> ● Language schools at Bush Campus - location and timing ● Sam advised no info from Schools Infrastructure, will be on Bush Campus remainder of year. 													
9 Correspondence	Secretary												
10 Other Business Motion: To approve \$1800 for the purchase of a school-branded 6m x 3m marquee Moved: William Seconded: Nickelby None opposed, motion carried. (NB: Discussed and then tabled at Nov 2023 meeting as it was possible the 2023 Year 6 "gift to school" would be a marquee.) Request for the Pacific Hwy large gate in front of hall to be opened during dropoff and pickup. Sam advises that the front gate area was designed by School Infrastructure with safety in mind, Sam has requested review of usage, safety concerns with cars pulling in. William suggested safety bollards. Sunil suggests requesting scramble crossing - has been raised by Joe many times over years and the escalators and etc. with limited outcomes. Office bearers - needs for next year: <ul style="list-style-type: none"> ● President ● Treasurer ● Events coordinator ● Canteen Convenor 	President												
ADMINISTRATION													
A. Treasurer's Update Joe presented the financial update on behalf of Pearl	Treasurer												
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Date</th> <th style="text-align: center;">Paid to</th> <th style="text-align: center;">Purpose</th> <th style="text-align: center;">Amount</th> </tr> </thead> <tbody> <tr> <td>12/07/2024</td> <td>Carbon NSW</td> <td>Accounting Services retainer Jul 2024, BAS and Xero subscription</td> <td style="text-align: right;">1,796.50</td> </tr> <tr> <td>12/07/2024</td> <td>Andrews insurance</td> <td>P&C insurance premium 2024-2025</td> <td style="text-align: right;">2,715.00</td> </tr> </tbody> </table>	Date	Paid to	Purpose	Amount	12/07/2024	Carbon NSW	Accounting Services retainer Jul 2024, BAS and Xero subscription	1,796.50	12/07/2024	Andrews insurance	P&C insurance premium 2024-2025	2,715.00	
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CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

09/08/2024	Carbon NSW	Accounting Services retainer Aug 2024 and Xero subscription	1,576.51
	Total		6,088.01

Treasurer's Motion:

To approve an amount totalling \$6,088.01 (from the main account, as listed in this report) for payment.

Moved: [Carrie](#) Seconded: [Sunil](#)

None opposed, motion carried

B Sub-Committee Updates - Office bearers, as needed

Uniform Shop - Sale progress

[Carrie](#): general update on uniform shop sales and stock and progress of sell down. Supplier dispute on the floppy hats they provided.

More detail provided on Dept saying no to the Lowes deal.

Events

- Disco
- "Major fundraiser"

[Brian](#):

- Pre-order via School24 for Fathers Day breakfast this Friday. [William](#) volunteered to help cook!!
- Disco 200 children enrolled so far (1/3 is K-2) - still capacity for more!
- Sat 14th Sept - Council election democracy sausage

MEETING ENDS 8:30PM

Next Meeting is: Tuesday 24th September 2024 at 7:30pm



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Treasurer's Report

Consolidated Results – as of July 2024

Income Statement				
A\$	Main A/c	Canteen	Uniform	Total
Voluntary Contributions	114,253	-	-	114,253
Sales	-	258,388	220,870	479,258
Fundraising and interest income	53,531	-	1,043	54,574
Grant income	38,838	-	-	38,838
Total Income	206,622	258,388	221,913	686,924
Cost of Sales	-	158,136	145,647	303,783
Payroll	-	82,836	41,772	124,608
P&C Expenditure	153,838	-	-	153,838
Event expenses	39,338	-	-	39,338
Finance, Properties and Admin	25,383	2,782	4,635	32,800
Software and Depreciation	3,973	2,325	6,939	13,237
Total Expenses	222,533	246,079	198,993	667,605
Profit / (loss)	(15,910)	12,310	22,920	19,319
Balance Sheet				
Cash at Bank	152,143	38,779	23,770	214,692
Inventory	-	3,469	257,750	261,220
Fixed assets	-	6,370	-	6,370
AR and Others assets	32,262	2,055	0	34,317
Total Assets	184,405	50,673	281,520	516,598
Total Liabilities	-	(29,744)	(1,195)	(30,939)
Net assets	184,405	20,930	280,325	485,660
Cash flow				
Opening cash as at 1 Oct 2023	233,749	31,664	63,949	329,361
Inflow	231,535	255,976	335,291	822,802
Outflow	(313,140)	(248,861)	(375,470)	(937,471)
Closing cash as at 31 July 2024	152,143	38,779	23,770	214,692

\$15.2k Net fundraising income

- \$15k Inflatable fun day
- \$4.3k Disco event
- \$1.8k Interest income
- (\$3.3k) Staff thank you lunch
- (\$1.8k) Music Intensive
- (\$0.9k) P&C Morning tea

\$153.8k P&C contribution to CPS

- \$60k Multi-lit program
- \$40k General contribution
- \$15k Inflatable fun day
- \$38.8k Grant Income

Expenses as per Treasurer's Motion.



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

Principal's Report Acting Principal Samantha Silipo

What's been happening?

- **Welcome a new face to the Zoom**, Mrs Sarah Walters. Successful in her EOI for the APCI role, vacated by Mrs Jessica Robinson and is currently relieving EOI K-2 + Inclusive Hub relieving DP position.
- **Year 6 Canberra Camp** week 1 of this term.
- **Individual Education Plan Mid Year Reviews**
- **Year 5 Gen Ready**
- **Lesson Study** with Mowbray Public School as part of the North Harbour Learning community of school with a focus on the explicit teaching of reading in alignment with both schools strategic improvement plan.
- **Education Week Extravaganza** (Book Parade/Celebration of Learning/Open Classrooms/Choir & Dance Performances/Book donations)
- **Author visits** (Sam Bayly, Tim Harris, Lian Tanner)
- **Year 1 Phonics screener**
- **K-2 Incursion Bricks for Kids**
- **Oak Ten-Pin Bowling**
- **Spelling Bee Regional Finals** - We had 2 students make it to the regional finals.
- **Installation of Warimi & Yanu**
- **Farewelled Alex Montgomery**

Extra-curricular Programs

Festival of Choral Music - year 6 choir performed accompanied by Cecilia Gan and Simon Matthews.

Ryde Eisteddfod, attended by Jeremy Legget: Guitar ensemble came highly commended and our string group came 3rd. Our concert band also did really well.

Sydney North West Arts Festival - Year 5 Choir and Amelia Lin performed a magnificent violin piece, accompanied by Lauren Quoye and Sara Ko



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

PSSA Girls Football, Senior As Champions, Senior B's runners up

What's upcoming?

- Check In Test Window begins this week
- Zone Athletics Carnival today - a number of students have achieved very well, a number of students placed
- SASS recognition week (Office team, SLSOs, facilities and general assistant, gardener)
- Twilight
- Lesson study moves to Stage 2
- Year 2 Swim School across wk 9 and 10 this term
- Year 5 Great Aussie Bush Camp
- Summer PSSA begins

Department Updates

New complaints and feedback policy, that supersedes the previous Complaints Handling Policy. Two aspects: staff complaints, community complaints. Essence of the policy is that Concerns and complaints are best managed locally, informally and directly:

- When you have an issue or concern, speak directly with the person involved as soon as possible
- Then, if the concern is not resolved, speak with the line manager/ principal.
- Any action taken in response to a complaint will depend on the seriousness and nature of the concern.
- In addressing concerns, we will seek to identify and manage the root cause.
- Concerns relating to behaviour (either community or staff) will not be managed under the complaint procedures, regardless of how they are raised. They will be handled under the appropriate policy or procedures, e.g., the Student Behaviour Policy

One review permitted per complaint.



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

There will be a 2025 Department wide focus on the High Potential and Gifted Education policy, with statewide professional learning set on T2 Staff development day next year.

Staff development days have changed structure for next year:

- Term 1 - Two days (Friday 31 Jan + Mon 3 Feb)
- Term 2 - Two days (Mon 28 + Tuesday 29 April)
- Term 3 - One day (Monday 21 July)
- Term 4 No SDD – Term 4 ends on Friday 19 December for students and staff

Staff Professional Learning

Twilight PL - Small Steps Anxiety workshop, looked at the anxiety cycle, how anxiety can present symptomatically, and how to develop a small steps anxiety plan.

Term 3 School-based professional learning has focused on explicit reading instruction, threading links to vocabulary and comprehension and setting clear student reading goals, celebrating their progress against the reading goals.

GOT IT (Getting on Track In Time) Emotion Coaching - Beginning Teachers are completing a two-part Emotion Coaching PL, that all CPS completed 2 years ago, align the language and approach across the school in supporting regulation in students.

General

- The school has bought a marquee that will be branded with the Chatswood logo for use at Zone carnivals etc. The funding of this was approved by the P&C in November 2023. The size will be 6m x3m and will be blue in colour with our white logo on each side roof panel. Total cost was \$1808.25. Expected delivery TBA, it is currently in production. *Show image
- Staffing
 - Eden Woolard (Turtle 2 teacher) on maternity leave from Thur 29 Aug, she will be replaced by Miss Ashley Denaro for the remainder of this term. We wish Mrs Woolard all the best for her upcoming journey into parenthood.



CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

- Merit selection process is underway for the Principal position, we await the news from the Director when the time comes
- Sensory Garden Project Proposal has been submitted to Assets by Alex. If Sunil could please let us know when the grant has been submitted to subsidise this. Any help needed?
- Election Day polling venue at CPS is going to be very busy this time as they are unable to use the concourse or the High School. We need a firm answer from the P&C about what their plans are so that we can advise the polling manager the details by the end of this week preferably.