

P&C GENERAL MEETING  
 Tuesday 25th March, 2025 at 7.30 pm  
 Online via Zoom  
 MINUTES

Topic	Who
1 President's <b>Acknowledgement of Country</b> <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  <b>1 Apology:</b> Esther Gomez  <b>38 Attendees...</b>  <b>Staff:</b> Cameron Jones (Principal) Samantha Silipo (Acting DP) Rani Holstein (Acting DP) Jess Robinson  <b>P&amp;C Committee Members:</b> Brian Chiu (President) Pip Margan (VP) Sunil Sharma (VP) Joe Grundy (Secretary) Lucie Vasakova (Treasurer) Carrie Grundy (Canteen) Annie Luu (Events) Greg Austin (Grounds)  <b>P&amp;C Members:</b> Toby Cowling Alison Golding Billy Yang Fiona Chan Leo & Brigid Paola Pellegrini Saketa Upreti Preyas Raval Pearl Chan William Latham Ron Chow Lilian Chong  <b>Guests: 15</b>	Secretary
3 President's Welcome and Report <ul style="list-style-type: none"> <li>● Class WhatsApp groups created. If you know someone who hasn't joined their class group please encourage them.</li> <li>● Start-of-year class parties encouraged, for class families to meet each other.</li> <li>● Lion dance school model changing, to direct payment from students.</li> <li>● LOWES uniform sales model going well.</li> <li>● Introduce Annie Luu - Events Coordinator.</li> </ul>	President
4 Guest Speakers - nil	
5 Principal's Report - Cameron Jones <i>See attached</i>	Principal
6 Declarations of conflict of interest? None declared	President
7 Confirmation of Previous Minutes <ul style="list-style-type: none"> <li>● February 2025 General Meeting                Moved: Joe Grundy, Seconded: Sunil Sharma                None opposed, motion carried.</li> </ul>	Secretary
8 Outstanding Items <ul style="list-style-type: none"> <li>● Events update  <ul style="list-style-type: none"> <li>○ Ten events locked in this year, six vendors locked in</li> <li>○ Term 1 morning tea, term 2 mothers day, fun run Fri 13th June</li> <li>○ Survey to come for parent event outside school and ethnic events</li> </ul> </li> <li>● Student injury insurance  <ul style="list-style-type: none"> <li>○ Ran through scheduled items and cover, will circulate</li> </ul> </li> <li>● Planning pop-up sales, raincoats and smocks  <ul style="list-style-type: none"> <li>○ Will do during P&amp;C morning tea times</li> </ul> </li> <li>● Hindi community language classes location</li> </ul>	Annie (Events)  Joe (Secretary)  Carrie (Uniforms)  Sunil



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

- Will continue Friday after school, from term 2 will be hosted on site in CPS admin block.

9 Correspondence Secretary  
● Council update on escalators

- 10 Other Business, including Office Bearers updates as needed
- CPS school bus service
    - Will reach out to CPS community for someone to carry this forward
  - Canteen update
    - Fun day - need volunteers to cook the sausages from ~9:30am
    - Operationally running very smoothly
    - Looking for volunteer parents for initiative to bake fresh for canteen
  - **Motion for the P&C to expend up to \$250 for ANZAC day wreath**  
Moved: Greg Austin, Seconded: Joe Grundy  
None opposed, motion carried.

11 Treasurer's Update Treasurer

Date	Paid to	Purpose	Amount
25/02/2025	Andrews Insurance Services Pty Ltd	P&C Student Injury Cover Premium	4,265.00
25/02/2025	ATO	ATO	1,655.00
07/03/2025	Carbon NSW	Accounting Services retainer ATO BAS and Xero subscription	1,706.23
	<b>Total</b>		<b>7,626.23</b>

**Treasurer's Motion:**

*To approve an amount totalling \$7,626.23 (from the main account, as listed in this report) for payment.*

Moved: Lucie Vasakova, Seconded: Sunil Sharma  
None opposed, motion carried.

**Meeting closed: 8:30pm**

**Next General Meeting: Tuesday 27th May 2025 at 7:30pm.**



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

**Chatswood Public School**

**P&C Meeting**

**Principal's Report – 25 March 2025**

## **Key Dates:**

- 31 March – 4 April – Parent teacher interviews
- 11 April – ANZAC Day Assembly, Easter Hat Parade.
- 11 April – last day of term
- Wednesday 30 April – Students return for Term 2

## **Parent teacher interviews:**

We encourage all parents and carers to attend our upcoming Parent–Teacher Interviews, which are a valuable opportunity to discuss your child's progress and learning goals. These meetings help strengthen the partnership between home and school and support student success. Please note that interviews are scheduled for 10 minutes, allowing time for all families to meet with their child's teacher. We look forward to connecting with you and sharing your child's achievements so far this year.

## **NAPLAN**

Our students in Years 3 and 5 are now finished with NAPLAN, and we are proud of the calm and positive way they have approached the assessments. A big thank you to Mrs Holstein for her excellent organisation of the testing process, and to our Year 3 and 5 teachers for the care and support they have provided in preparing students and helping them feel confident. Their efforts have ensured that students were well supported throughout, and we appreciate the dedication of all involved.

## **K–2 Teachers Undergoing Initialit Training**

Our K–2 teachers have recently begun training in Initialit, a research-based program designed to provide explicit, systematic instruction in reading, spelling, and phonics. Initialit supports the development of strong foundational literacy skills, ensuring all students build the knowledge and confidence needed to become successful readers and writers. This professional learning is part of our ongoing commitment to high-quality teaching and learning in the early years and is already having a positive impact in classrooms.

Program will launch in classrooms in Term 2. Thank you to Jess Robinson for taking the lead on organisation.

## **Upcoming Changes to Semester 1 Reports**

We would like to inform parents and carers that there will be some changes to student reports for Semester 1, due to updated NSW Department of Education guidelines. These changes are designed to ensure reports provide clear, consistent, and meaningful information about your child's progress. We will share more detailed information at our next P&C meeting to help you understand the changes and what to expect. Thank you for your support as we align with these new requirements.

## **Thank You for a Wonderful Term 1**

As this is the last P&C for the term, I wanted to thank our school community for your incredible support. Your cooperation with new drop-off routines and line-up locations has helped ensure calm, efficient starts to the day, allowing students to settle quickly and maximise their learning time. Your help and partnership with our wonderful teachers has certainly set the year up for success.



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## Canteen Fun Day

Term 1 - 2025 · Friday 4 April

### RECESS ORDER

**\$5.20** Hot Cross Bun Package  
traditional/chocolate hot cross bun  
iced chocolate milk



### LUNCH ORDERS

**\$5.20** Beef or Chicken Sausage on Bun

**\$7.80** Beef or Chicken Sausage Package  
sausage + roll  
frozen dessert cup





# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## Treasurer's Report Consolidated Results – as of February 2025

Income Statement				
A\$	Main A/c	Canteen	Uniform	Total
Voluntary Contributions	7,314	-	-	7,314
Sales	-	110,559	226,664	337,224
Fundraising and interest income	8	-	713	721
Grant income	-	-	-	-
<b>Total Income</b>	<b>7,321</b>	<b>110,559</b>	<b>227,377</b>	<b>345,258</b>
Cost of Sales	-	71,159	228,193	299,352
Payroll	-	37,065	16,757	53,823
P&C Expenditure	43,355	-	-	43,355
Event expenses	3,640	480	-	4,120
Finance, Properties and Admin	14,966	2,698	1,544	19,209
Software and Depreciation	1,091	1,163	3,000	5,254
<b>Total Expenses</b>	<b>63,052</b>	<b>112,565</b>	<b>249,227</b>	<b>425,112</b>
<b>Profit / (loss)</b>	<b>(55,731)</b>	<b>(2,006)</b>	<b>(22,117)</b>	<b>(79,854)</b>
Balance Sheet				
Cash at Bank	98,581	62,041	162,559	323,181
Inventory	-	1,384	-	1,384
Fixed assets	-	4,742	-	4,742
AR and Others assets	4,047	747	97,239	102,034
<b>Total Assets</b>	<b>102,628</b>	<b>68,914</b>	<b>259,798</b>	<b>431,341</b>
<b>Total Liabilities</b>	<b>(9,798)</b>	<b>37,178</b>	<b>21,222</b>	<b>48,602</b>
<b>Net assets</b>	<b>112,427</b>	<b>31,736</b>	<b>238,576</b>	<b>382,739</b>
Cash flow				
Opening cash as at 30 Sep 2024	173,558	58,201	50,676	282,435
Inflow	118,326	107,395	163,227	388,948
Outflow	(193,303)	(103,555)	(51,343)	(348,202)
<b>Closing cash as at 31 January 2025</b>	<b>98,581</b>	<b>62,041</b>	<b>162,559</b>	<b>323,181</b>

**1** (\$3,399) Net fundraising income

- \$721 Fundraising and interest income
- \$4,120 Event expenses

**2** \$43k P&C contribution to CPS

- \$43k General contribution