

P&C GENERAL MEETING  
 Tuesday 24th Feb, 2026 at 7.30 pm  
 Online via Zoom  
 AGENDA / Meeting Minutes

Topic	Who
1 President's <b><i>Acknowledgement of Country</i></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  Online attendees: 37 (staff, members & guest)  <b>Apologies:</b> Sunil Sharma (late), Greg Austin	Secretary
3 President's Welcome and Report  <u>Key discussion points:</u> <ul style="list-style-type: none"> <li>● 1<sup>st</sup> P&amp;C meeting for 2026</li> <li>● Class group list in progress, to be finalized soon. Reminder to sign up, 43 classes in total</li> <li>● Changes in P&amp;C members included in the newsletter update</li> <li>● P&amp;C vacancy – Treasurer, Pearl acting treasurer and the position is up for nomination</li> <li>● P&amp;C funding – reliance on voluntary contribution &amp; fundraising events. The importance of P&amp;C funding to support the school's funding. Encouraged voluntary contribution</li> <li>● Event timetable in progress, proposals welcomed</li> <li>● Parent volunteers for P&amp;C initiatives moving forward</li> </ul>	President
4 Guest Speakers – N/A	
5 Principal's Report - Cameron Jones  Please refer to Appendix 1	Principal
6 Declarations of conflict of interest  Nil	President
7 Confirmation of Previous Minutes <ul style="list-style-type: none"> <li>● N/A (October 2025 General Meeting was covered during the AGM)</li> </ul>	Secretary
8 Outstanding Items <ul style="list-style-type: none"> <li>● Volunteers for core P&amp;C roles 2026: Treasurer – William Latham</li> </ul> Motion moved: Pip Margan Motion seconded: Pearl Chan	President



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

	<p>None opposed, motion carried</p> <ul style="list-style-type: none"><li>• CPS school bus service – volunteer to carry forward Update on status - Community support obtained, however, council rejected the idea</li></ul> <p>In view of no further suggestions/proposals, President formally closed the proposal.</p>	
9	Correspondence	Secretary
	Nil	
10	Other Business, including Office Bearers updates as needed <ul style="list-style-type: none"><li>• New office bearer – William Latham (Treasurer)</li><li>• 2026 event timetable to be set up</li><li>• Update – 20 new P&amp;C members, P&amp;C website – legacy information, update required</li><li>•</li></ul>	
11	Treasurer's Update	Treasurer
	<p><b><i>Treasurer's Motion:</i></b> <i>To approve an amount totalling \$20,331.31 (from the main account) for payment.</i></p> <p>Motion moved: William Latham Motion seconded: Sunil Sharma None opposed, motion carried</p> <p>Please refer to Appendix 2</p>	

**Next General Meeting: Tuesday 24th March 2026 at 7:30pm**



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## Appendix 1 - Principal's Report

### **Chatswood Public School P&C Meeting Principal's Report – 24 February 2026 Key Dates:**

- **27 February – PSSA gala day**
- **2 March – School photos – class and portrait**
- **4 March – Swimming carnival – competitors only**
- **11 March – NAPLAN starts**

### **Start to the year**

It has been a strong and settled start to the school year. We currently have 1,016 students enrolled across 40 mainstream classes and 3 support classes. Students have returned ready to learn, and staff have worked hard to ensure classrooms are organised and purposeful from the first day. It has been pleasing to see routines established quickly and a positive tone set for the year ahead.

### **Explicit teaching**

Our School Excellence focus this year centres on strengthening explicit teaching across all classrooms, while also preparing for the implementation of four new syllabuses in 2027. Throughout this work, our priority remains clear: ensuring students are appropriately challenged in their learning. We want every classroom to provide clarity, structure and stretch, so that students are supported to think deeply and make strong progress.

### **Thank you P&C**

Thank you to our P&C for their generous support in providing PSSA jerseys for our students. It was a pleasure to speak with our teams before they received their shirts. They were genuinely excited and very proud to put them on. Wearing the jerseys each week builds a strong sense of belonging and school pride, and we are grateful for the P&C's continued support of our students.

### **NAPLAN**

NAPLAN will take place over the coming weeks for students in Years 3 and 5. We encourage families to help create a calm and supportive environment at home so students can simply do their best. At school, staff will ensure students feel prepared and supported. NAPLAN is a point-in-time assessment and should not be a source of stress. What matters most is that students approach it with confidence and perspective, knowing it is just one small part of their learning journey.



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## Appendix 2 - Treasurer's Report

### CPS P&C Treasurer's Report

- Consolidated Results as of January 2026
- Payments
- Motions

### Consolidated Results – as of January 2026

<b>Income Statement</b>				
<b>A\$</b>	<b>Main A/c</b>	<b>Canteen</b>	<b>Uniform</b>	<b>Total</b>
Voluntary Contributions	12,990	-	-	12,990
Sales	-	94,894	132	95,026
Fundraising and interest income	487	-	1,424	1,911
<b>Total Income</b>	<b>13,477</b>	<b>94,894</b>	<b>1,556</b>	<b>109,928</b>
Cost of Sales	-	60,776	-	60,776
Payroll	-	34,710	-	34,710
Event expenses	4,464	1,030	-	5,495
Finance, Properties and Admin	11,776	540	84	12,400
Software and Depreciation	964	477	1,196	2,636
<b>Total Expenses</b>	<b>17,204</b>	<b>97,533</b>	<b>1,279</b>	<b>116,017</b>
<b>Profit/ (loss)</b>	<b>(3,727)</b>	<b>(2,639)</b>	<b>277</b>	<b>(6,089)</b>
<b>Balance Sheet</b>				
Cash at Bank	62,412	75,435	252,189	390,035
Inventory	-	2,289	-	2,289
Fixed assets	-	2,864	-	2,864
AR and Others assets	17,828	701	3,562	22,091
<b>Total Assets</b>	<b>80,240</b>	<b>81,290</b>	<b>255,750</b>	<b>417,280</b>
<b>Total Liabilities</b>	<b>(3,876)</b>	<b>(23,688)</b>	<b>(4,694)</b>	<b>(32,258)</b>
<b>Net assets</b>	<b>76,364</b>	<b>57,601</b>	<b>251,057</b>	<b>385,022</b>
<b>Cash flow</b>				
Opening cash as at 1 Oct 2025	99,652	83,769	203,915	387,336
Inflow	17,538	90,211	63,933	171,682
Outflow	(54,778)	(98,546)	(15,659)	(168,983)
<b>Closing cash as at 31 January 2026</b>	<b>62,412</b>	<b>75,435</b>	<b>252,189</b>	<b>390,035</b>



# CHATSWOOD PUBLIC SCHOOL PARENTS' AND CITIZENS' ASSOCIATION

## Payments

Date	Paid to	Purpose	Amount
28/11/2025	Carbon NSW	Accounting Services for audit work	2,002.00
28/11/2025	Tinworth & Co	Audit services for 2025	4,345.00
28/11/2025	A grade services	Coffee Cart for P&C event	500.00
12/12/2025	The Hills Mediterranean	Catering for the World Teachers' Day Thank You Lunch	3,280.00
12/12/2025	Springbok Delights	Sausages supply for events	465.00
12/12/2025	Carbon NSW	Accounting Services retainer Dec 2025 and Xero subscription	1,731.22
09/01/2026	Andy Kam	Christmas Carols expenses reimbursement	180.98
09/01/2026	Ashley To	Christmas Carols expenses reimbursement	38.39
09/01/2026	Carbon NSW	Accounting Services retainer Jan 2026 and Xero subscription	1,789.86
06/02/2026	Carbon NSW	Accounting Services retainer Feb 2026 and Xero subscription	1,789.86
06/02/2026	Andrews Insurance	Student injury insurance premium 2026	4,209.00
	<b>Total</b>		<b>20,331.31</b>

## Motions

- To approve amount totalling **\$20,331.31** (from main account, as listed in this report) for payment.