

MACQUARIE FIELDS HIGH SCHOOL P&C ASSOCIATION

ABN 47 562 512 258



Telephone 02 9605 3111
Facsimile 02 9605 3044
Email secretary@mfhspandc.onmicrosoft.com
2 Harold St
Street Address Macquarie Fields NSW 2564
Mailing Address PO Box 269
Ingleburn NSW 1890

PARENTS & CITIZENS Meeting Minutes

DATE: 15th September 2025 **VENUE:** School Office and online
MEETING OPENED: 6.33pm

ACKNOWLEDGEMENT TO COUNTRY:

We'd like to acknowledge the Dharawal people, the traditional owners of the land on which we meet today and pay our respects to Elders past and present.

ATTENDEES: Heather Costa, Justin Perrett, Soudara, Irena K, Luisa Trieu, Aminah N

Online Attendees: Alan, Katherine Hannford, Evan Giles, Anna G, Sokka

APOLOGIES: Ingrid B, Tasmin, Karyn O'brien

CONFIRMATION OF QUOROM: Yes

CONFIRMATION OF PREVIOUS MINUTES: Irena

CORRESPONDENCE IN/OUT:

02/09/2025	Follow up Umbrella invoice P&C / Jasmine – <i>they're in use now</i>
04/09/2025	Outdoor furniture - <i>ordered</i>
05/09/2025	Karyn O'brien, P&C Panel Rep for HT Administration
05/09/2025	Katherine Hannaford, school website

TREASURER'S REPORT:

Starting Balance	09/09//2025 @ 2025	Credit	Debit	Total Balance
\$54229.13	Fees		\$10	
				\$54219.13

PRINCIPAL/EXECUTIVE REPORT:

Key Feature of the P&C meeting is a Principals Report

Nil

NEW BUSINESS

Nil

SUB COMMITTEE REPORTS:

MFHS Finance Committee

Update: 18/08/2025

- Furniture design consultation occurring for shade sails/concreted area behind English
- No updates
- Original idea of the Finance committee was to discuss budget and future funding plan. P&C request a MFHS “wish list” to essential fund resources not covered by MFHS (Dept Ed.) Meeting was not well attended by P&C execs as it is held during school hours and current state is not working i.e. electronic meeting -shared document
- P&C request a “wish list”. Karyn to follow up

Update: 15/09/2025

- *Secretary reiterate requested a wish list so that we could allocate funds to what the school needs and not covered by Department.*
- *MFHS execs suggested a survey that can be sent out to the Head Teachers.*
 - *Survey would delay spending, one more term left*
- *P&C request it to be included as a standing item in the MFHS Executive Meetings.*
- *Fan / Air Con – hall. Covered further on in the agenda*

BUSINESS ARISING FROM PREVIOUS MEETING

Fundraiser 2024 Open

Update 19/05/2025:

Easter Raffle raised \$710.85

Update: 16/06/2025

Aminah to submit Easter raffle expense

Update: 18/08/2025

- Nil

Update: 15/09/2025

No new Fundraiser

Grant 2024 Open

Update: 16/06/2025

Winners of Grant to be announced in August

Currently no new grants. Grants for 2026 may be available towards the end of the year.

Update: 18/08/2025

- Announcement- We receive won \$56,980, Building Partnership Grant for the outdoor furniture submitted in February
- Furniture to go in the handball close to game area and library
- Jamine to update the quote/invoice for P&C to pay

Update: 15/09/2025

We received \$56K in grant money.

Alan spoke to the Grant people last week. They are only up the middle of August but should be completed by 3rd November. Form to be sent to Soudara / Irena before sending the form back.

New grant to be investigated

P&C voluntary contribution 2025
Update 17/02/2025: Voluntary contribution will be finalised, and statements will be sent out to parent in week 5 Update 19/05/2025: Nil Update: 16/06/2025 \$11000 expected to be transfer however not yet received in bank account Update: 18/08/2025 ➤ P&C to check if transfer came through Update: 15/09/2025 <i>No new stuff</i>
P&C funds allocation Open
Update: 18/08/2025 <u>AC/Fan for the hall</u> Hall electrical update regarding • Tender-in progress • Overall timeline -expected to be completed Jan 2026. Assets will complete and manage • Asset oversight requirement • WorkSafe assessment <i>It has gone to Tender. Works should be completed over the Xmas break. Will try and get an update from Jasmine. Air Con / Fan. We still don't know which way we will go. Could we find out if Assets can pay for it – or could contribute to? We already paid for the school air con, so when will Assets step in and pay something. Big Ass Fans – need to do a site inspection to find out if they would need 1 or 2. Jasmine would need to organise an informal quote.</i> <u>Anzac Café Umbrella</u> Motion: Anzac Café Umbrella and cover \$3452.73 exc. GST (Umbrella \$710 +Cover \$65 x 6 of each) ➤ Accepted Update: 15/09/2025 <u>Anzac Café Umbrella</u> <i>Invoice pending from Dept Ed.</i> <u>Celebration Day expenses</u> Motion: Budget \$600, include • Lucky dips • Red screen paint • Extra t-shirt • Ribbons and craft supplies • Printing <i>Motion passed - Irena Soudara to send through poster / advertising Tasmin sent through the offer from people - \$10 a kilo for Halal sausages</i>

Year 12 fundraiser

Motion: Match Year 12 fundraiser if MFHS accept

The student fund has not yet been totalled.

Water Filter system was fitted the previous year in the senior quad, MFHS students are interested in installing another one, the proposed location would be near the Home Ec building. \$2,500 approx for one system

Parent engagement: OPENED: 9/09/22

Update: 16/06/2025

Year 10 & 12 info night and Parent teacher evening

Update: 18/08/2025

- Celebration day, 9-3pm, Wednesday 24th Sept
- Tasnim to reach out to the community for food stall
- Ingrid can assist this week, will not be available the week after

Update: 15/09/2025

Things are progressing well for Celebration Day

P&C will be in the Library as per last year

Uniform: OPENED: 16/08/21

Update: 18/08/2025

- New logo items are now available
- Need to deplete old stock
- To discuss again next year

Update: 15/09/2025 on hold

New Jumpers, hats, polo shirts are being worn.

Lowes gets in odds and ends.

Do the community know?

P&C will still do a uniform sale even if it is old stock.

OTHER BUSINESS

- *Newsletter – P&C to add Uniform info*
- *Go Live is Thursday 25th September*
- *Katherine to show the new website*
 - *New format based on what Dept want.*
 - *Has a new Calendar – which goes in direct, instead of duplicate*
 - *P&C section can be found under Community Involvement*
 - *Still has content from the old website – until we supply new info*
- *Orientation Day – 2nd Dec*
- *Calendars*

Website is linked to Sentral but will only show items that are marked as Public.

Sentral currently only shows the same things as the website, however, Katherine and Luisa will look at adding Exams and Excursions to make them more visible. There is a bit of School Bytes information that should not be link to Sentral due to security reasons, so they are considering what will be visible.
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- *Anna would like to see the items on the Calendar colour coded by Year Group*

- *Alternatively, (to Sentral) School Bytes also has a calendar, it has more control over what can be made visible, based on the children that you have at the school. The School uses School Bytes because it allows for Forms to be signed (eg. Allergy questions for Home Ec students) and payments to be made (e.g. For excursions.)*
- *School Bytes has more flexibility than Sentral, so in the future, MFHS hope to turn off Sentral in favour of School Bytes.*
- *Newsletter – Add in a section to let parents know about what Apps are available and how to use them.*
- *Newsletter – Add in a section to let parents know about the new website and where the relevant sections are. This is planned for the newsletter AFTER the website does live.*

MEETING CLOSED

7.29 pm

NEXT MEETING:

20th Oct 2025, 6:30pm