

MACQUARIE FIELDS HIGH SCHOOL P&C ASSOCIATION

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PARENTS & CITIZENS Meeting Minutes

DATE: **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: Kayn O'brien, Luisa Trieu, Anna G, Irena K, Soudar S

Online Attendees: Kathrine Hannaford, Alan B, Aminah N,

APOLOGIES: Ingrid, Heather, Justin

CONFIRMATION OF QUOROM: Yes

CONFIRMATION OF PREVIOUS MINUTES: Irena, Alan

CORRESPONDENCE IN/OUT:

10/10/2025	IN: Umbrella invoice from Dept Ed for \$3452.73
10/10/2025	IN: VP2 regarding banking authorisation arrangement
13/10/2025	IN: VP2, grant update
26/09/2025	OUT: President, Preloved uniform stall flyer for uniform drive to be included in newsletter
24/09/2025	IN: Square report, celebration day
10/10/2025	IN/OUT: President request update on Lowes Uniform, Hall air con and pre-loved uniform stall Jasmine replied
8/10/2025	IN: Microsoft confirmation of data migration

TREASURER'S REPORT:

Starting Balance	@ 20/10/2025	Credit	Debit	Total Balance
\$54,219.13		233.18	3.931.75	
				\$50,520.56

PRINCIPAL/EXECUTIVE REPORT:

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

Some members of the community have contacted the politicians about the issues with the Hall, Security fencing and other thing. Tasmin and some other parents (group of parents of Yr 12 students) signed a letter to the Politicians. Dept is now working harder to get the hall sorted. Generator was moved to the Netball courts. Soundproofing has been put around it. Air quality and sound monitor has been added near the door. Once the HSC is over they will continue to do electrical work. Some prelim stuff done before HSC. Over summer holidays should be finalised.

Smooth start to the HSC.

Head Teacher Admin has been advertised last week. Sokka is representing parents and Tasmin as the ethnic rep.

Duke of Ed running for 2026. Martin Graham is going on the Year 10/9 walk to be part of the experience which will add to advertising for the school and the program.

World Teachers Day is celebrated Internationally. Friday 31st celebrated. Can send something in newsletter.

Anna got will be getting an award.

NEW BUSINESS

None

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

Update: 20/10/2025

Wish list from the school

Hall cooling \$50-150K

Have asked the Electrical people to ensure we could add air con. Otherwise, Big Ass fan.

Senior area furniture replacement around \$50K

Classroom uplift \$100-200K

Katherine mentioned seating in the TLS room needs replacing \$15K

Alcove space in the library to be remodelled to allow kids to better study

Karyn to clarify which ones the school or dept can help with. Send through before the next meeting

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

Update: 20/10/2025

Yr7 orientation, 02th Dec 2025

- Pre-loved uniform sale
- Yr 7 pack (printing)

Items remaining from Celebration Day will be used for Year 7 Orientation Day. 90 more packs to be made. Give away prizes – no lucky dip payment

School to tell kids to open packs during assembly, so that they can come to the P&C Stall to get their prize (if any)

Uniform Sale will be held on the day.

P&C President invited to make speech on the day. In person or prerecorded.

Stall 9.30-1.30pm on the day. Set up in the library.

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

Update: 20/10/2025

Contract received and signed. Awaiting money to be released. Once released, we will pay the 50% deposit to get the job going.

No other grants that we have found at this stage

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

No new stuff

Update: 20/10/2025

Jasmine will finalise contribution for Jun-Sep in the coming weeks. Yr 12 paying before they go.

P&C funds allocation Open

Update: 18/08/2025

AC/Fan for the hall

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

It has gone to Tender. Works should be completed over the Xmas break.

Will try and get an update from Jasmine.

Update: 20/10/2025

Electrical specification to be investigated to ensure that Air Con or Big Ass Fan can be supported.

For the Big Ass Fans - Jasmine to see if she can get the company to come out and have a look. Anna can contact them if needed. Just to check if the hall is appropriate. Eg. Rafters could hold the weight of the fans, how many might be needed for the space, etc.

School to clarify costs of the 2 options.

Anzac Café Umbrella

Motion:

Anzac Café Umbrella and cover \$3452.73 exc. GST
(Umbrella \$710 +Cover \$65 x 6 of each)

➤ **Accepted**

Update: 15/09/2025

Invoice pending from Dept Ed.

Update: 20/10/2025

Paid and installed

Celebration Day expenses

Motion: Budget \$600, include

- Lucky dips
- Red screen paint
- Extra t-shirt
- Ribbons and craft supplies
- Printing

Motion passed - Irena

Soudara to send through poster / advertising

Tasmin sent through the offer from people - \$10 a kilo for Halal sausages

Update: 20/10/2025

Celebration Day was a huge success

Justin wanted to thank P&C

Final numbers from what the students made yet to be sent through

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

Update: 20/10/2025

P&C request quote for water bubbler and student fundraiser total

Motion: Fund bubbler \$2,500 approx for one system. Please consider funding for more than 1
Student raised -\$1843 in 2024, 2025 total not known yet.

1 Unit installed in 2022 cost \$4850

This would not be a filtered bubbler, but it would have an anti back nozzle. This style would cost

\$6418.50 for 1 (incl GST)
2 Grant applications were available, so Louisa has put through details. The first one we should have an answer in Jan next year
Whitehaven has grants up to \$50K - closes on 30/10. Louisa put the application through for \$10K for the bubblers.
Plumbing might need to be done, plus installation.
School to get us plumbing & install costs

Parent engagement: OPENED: 9/09/22

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

Update: 20/10/2025

Confirm MFHS preferred app

Details are on the website. Under "School Life>Parent Portal"

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.

Update: 20/10/2025

Lowes have started selling new items
T-shirts, Hoodies, Sloppy Joes, Baseball Cap, Ties.
Still trying to get rid of old stock, but items with new logo started to sell.

Culottes/Skorts

Lowes quoted \$90 per item, 6 pleat version of mock-up.
Jasmine didn't ask for another quote for other versions of mock up, 2 pleat, no pleat.
Reason to add culottes
To stops skirts riding up with backpacks on, fit for active movement, etc
Best and Less have Primary school version and this is much cheaper
Karyn to follow up with Jasmine to get prices on other Culottes options (eg. Without pleats)
Have them demonstrated at the Year 7 day on mannequins and ask for expression of interest and whether parents would buy them for their child if they were available.

OTHER BUSINESS

MEETING CLOSED 7.22pm NEXT MEETING: 24th NOV 2025, 6:30pm TBC