

# NBHS P & C Association

## 2008 Annual General Meeting

Tuesday 11<sup>th</sup> November 2008

Meeting commenced: 8:00 pm, Chair: Pevlin Price

### Attendance: As per sheet

Apologies: None

### President's Report:

The President highlighted the following key activities for 2008:

- Successes:
  - Grounds – Working Bees
  - Event (Development Seminar): Dr Andrew Martin
  - Functions Support
  - Fundraising
- Work In Progress:
  - Establishing program of developing buildings/grounds
  - Reviewing administration of accounts
  - Review of 2009-2011 School Plan
  - Formalizing subsidies to students participating in higher level competitions
- Areas for improvement
  - Addressing trend of reduced revenue from all sources
  - Reforming process of requests for funding from school
  - Accessing grants by due dates
  - Meeting minutes
  - Class lists
  - Establishing a sub-committee
  - Refining expenditure guidance

### Vice President's Report:

The P&C Regional Council under David Hopes is progressing well. There are 4 meetings each year and there is a good exchange of ideas. The meeting is also attended by the Regional Director.

The P & C Federation met in Albury this year for the annual conference. Normanhurst get insurance for accidents for the boys and indemnity insurance for the P&C activities.

The Vice President asked for Support for a P&C Federation petition against the proposed NSW government plans to stop free transport for school children.

### Treasurer's Report:

The un-audited results for 2008 were presented. The Treasurer thanked Julie Churton, Tracey Wong and other members of the Executive team for their support. The key highlights for 2008 were:

- Parents Contribution for 2008 was \$ 55,022. This is an increase from last year of 5.3%.
- Other main sources of income were: Profit from the Canteen and clothing pool, Raffle Ticket sales, Entertainment book sales, Interest from ING bank and Grounds Contributions.
- The P&C donated \$ 70,000 to the school.

- \$3174 was contributed towards Accident Insurance for the boys. \$320 for Ambulance Cover.
- Lorraine Yu and Sandra Johnson have volunteered to undertake an accounts Review for 2008.

### **Principal's Report:**

- Thank you to the outgoing Executive for their help and support during my first year as Principal. Appreciated the warmth of their welcome. It has been a wonderful first year for me, particularly being part of the 50<sup>th</sup> Anniversary celebrations.
- On behalf of the school, thank you to the P&C for their generous support of many of our programs. Over \$70,000 given to the school. Much appreciated by all members of staff.
- Thank you to the parents who gave so generously of their time to assist with the catering of a variety of school functions. Particular thanks to Debbie Young for coordinating events such as Prefects Induction and Orientation Day. Also many thanks to the parents who assisted with the catering for the 50<sup>th</sup> Anniversary.
- Involvement of parents on the various merit selection panels has been greatly appreciated.
- Valuable contribution made by parents who have taken part in forums to devise the school's Strategic Plan for 2009-2011. Look forward to continued input and consultation as the plans moves towards completion.
- Will also be seeking P&C input into the production of the school's 2008 Annual Report

### **Canteen Report:**

The canteen at Normanhurst operates 5 days a week and is run by 2 Supervisors who job share those 5 days.

The canteen could not run like this without the valuable help of the 70 volunteers who help out in the canteen. We are fortunate to have this fantastic commitment from the school community who give their time to work in the canteen.

The Supervisors, committee and the school community are equally committed to offering quality healthy food at reasonable prices at the school. This of course is reflected in the wide variety of food that is offered in the canteen. Each term there is always something new on the menu that is always welcomed by the boys.

As well as the day to day running of the canteen we are also involved in supporting the Prefects and the SRC whenever they are running fundraising day. The canteen also does a lot of catering for the various visitors and functions that occur during the day to day running of the school.

With our grocery reward points this year we received for the canteen an electric wok and for the school we purchased a new metric socket set and a cordless Ryobi drill.

Financially this year we have given the P&C \$ 8,000 to be passed on to the school.

The canteen continues to be an active and vital part of the school where parents can be involved in helping to support their boys' education.

Presented by  
Chris, Sue and Judy  
November 2008

## **Election of the new Executive:**

All the Positions were declared open and the AGM was handed over to the School Principal. Mr. Jeff Bruce took the chair for the elections and asked for Nominations for all Executive positions. The new Executive was elected as follows:

President: Sue White: Nominated: Gaynor Lawler, Seconded: Joanne Woodward  
Pevlin Price: Nominated: Helene Mountford, Seconded: Sandeep Dharni  
A secret ballot was held: Sue White elected.

Two Vice Presidents Pevlin Price: Nominated, Gaynor Lawler, Seconded, Judy Day.  
The Second Vice President: no nominations.

Treasurer Ganesh Luharuka: Nominated, Julie Churton, Seconded Joanne Woodward

Assistance Treasurer Tracey Wong: Nominated, Ganesh Luharuka, Seconded: Mai Brett.

Secretary Sandeep Dharni: Nominated, Ganesh Luharuka, Seconded, David Young.

Assistant Secretary Ferozia Hamid: Nominated, Rani Sekhar, Seconded, Gaynor Lawler.

District Rep: Enio Dona Nominated: Judy Day, Seconded: Gaynor Lawler.

Functions: Jean Young and Rebecca George: Nominated: ??, seconded, ??.

Fundraising: Cecilia Popa: Nominated, Rani Sekhar, Seconded, Mai Brett.

Grounds: Jonathan Sanders: Nominated: Robin Aitken, Seconded: Julie Churton.

Regional P&C representative: Enio Dona: Nominated, ??, seconded, ??.

## **The President took Chair at 9:20 PM**

## November General Meeting

9<sup>th</sup> Meeting

Tuesday 11<sup>th</sup> November 2008

Meeting commenced: 9:20 pm, Chair: Sue White

### Part 1 - Opening Session

#### Principal's Report:

1. Executive Conference held on first weekend of Term. Opportunity for the executive to continue Strategic Plan. 5 main areas to be targeted in the Plan. They are:

CURRICULUM: To provide an holistic, appropriate and engaging learning experience that caters for the needs of boys within a selective school setting

#### STAFF

To provide all staff with an opportunity for professional growth enabling them to work towards meeting the needs of all students

#### WELFARE

To provide a caring, nurturing and supportive environment that acknowledges and celebrates diversity

#### COMMUNITY

To foster harmonious relationships within the school and its broader community

#### SCHOOL ENVIRONMENT

To provide a safe, attractive environment that is conducive to maximizing learning

#### RESOURCES

To maximize, optimize and efficiently manage all school resources

We will move to a committee structure from next year. Committees will consist of:

TECHNOLOGY

GATS

ASSESSMENT AND REPORTING

TEACHING AND LEARNING

STUDENT WELFARE

STAFF WELFARE/PROFESSIONAL LEARNING

ENVIRONMENT

SCHOOL PROMOTION AND PUBLICITY

2. Prefect Leadership and Planning Conference. Review of role of prefects in school.

Improving the links between leadership bodies in the school and ensuring the role and activities of each group is known.

Promoting school pride.

Promoting connections between year groups and the prefects and develop inter-house and inter-grade cohesion and competition.

Plan effective fundraising and make connections between the school and charities

Increase the profile of the Prefects in the school

3. Upgrade of facilities. Air conditioning, toilets, painting, science labs. Approval finally given.

New reverse cycle package system \$145,000 supplemented by the Laboratories mechanical upgrade \$55,000 and \$35,000 for new replacement fume cupboards. Total project estimate of \$235,000. All prices are ex GST.

It is envisaged the work will be completed prior to June 2009. I will inform you again as soon as I have a formal proposal from Dept of Commerce.

4. Selective Schools Conference on Thursday and Friday last week. Looked at issues of mental health, technology, gifted and talented issues. Also took part in induction conference for principals of new selective schools 2008.
5. Year 9 & 10 School Certificate Exams this week. Will conclude with computing studies on Friday.
6. The NSW Government has ended the \$50 back to school allowance.  
  
Free public transport subsidies are to end. Fine detail of how this will impact upon selective schools yet to be determined. Will keep parents informed.
7. Teachers' Stop Work Meeting called for two hours on November 19. School will probably start at 11am.
8. Outstanding performances by Sean Barnes, Senior Sportsman of the Year Met North, Daniel Yu, Junior Sportsman of the Year Met North, Sam Farrell represented NSW in State Final of Legacy Public Speaking Final.
9. Working Bee last Saturday. Thanks to all the parents who attended. Also great to see the Prefects that took part.

## **Part 2 - Business Session**

### **Attendance: As per sheet**

Apologies: None

### **Special Presentation:**

None

### **Minutes of last Meeting (August and October 2008)**

*A motion was presented to accept the August and October meetings' minutes.*

*Proposed by: Helene Mountford*

*Seconded by: Gaynor Lawler*

*The motion was carried.*

### **Business arising from the Minutes:**

A question was asked about progress and update on the state of boy's toilets. The school has plans to upgrade the toilets. Funds are being sought from the department for this work.

### **Immediate Past President's Report:**

1. The President has been working with the School to understand and resolve the SRC responsibilities.
2. Progress has been made on the issue of Fume Cabinets for the Science Labs. The school is looking at upgrading the fixed Fume Cabinets and also investigating mobile Fume Cabinets. This is also work in progress.
3. Volunteer support for the Canteen and Clothing Fund is decreasing. This will have a negative impact on the P&C's ability to support the school. The P&C needs to energize more volunteers.
4. Progress is being made on the open neck summer shirts for the school. The shirts from China should hopefully be available for the Year 7 Orientation day on 4 December. Because of the recent fluctuation in the exchange rate of the Australian dollar we will need to clarify the cost of the shirts.
5. The issue of Boys' toilets has been discussed with the school. There is a good response from the school.

### **Correspondence In:**

The P&C received an invoice from the P&C Federation for the Indemnity Insurance for the P&C.

### **Any Other Business:**

1. *A motion was presented to allocate \$1390 for Indemnity and stock insurance with P&C Federation*

*Proposed by: Ganesh Luharuka*

*Seconded by: Enio Dona*

*The motion was carried.*

2. *A motion was presented to allocate \$4500 for 2008 for Working Bee sessions.*

*Proposed by: Ganesh Luharuka*

*Seconded by: Enio Dona*

*The motion was carried. The meeting felt a budget should be approved before the working bee money is spent.*

3. *Ganesh Luharuka suggested the P&C give individual gifts to all staff with an estimated cost of about \$900. After discussion:*

*A motion was presented to allocate up to \$200 for Christmas gifts for Office Staff at NBHS and \$200 for a fruit platter for Staff Christmas lunch.*

*Proposed by: Gaynor Lawler*

*Seconded by: Helene Mountford*

*The motion was carried. Rani Sekhar will organize gifts for office staff.*

4. *A motion was presented to allocate up to \$500 towards purchase of Magnetic calendars for 2009 to be distributed to all parents.*

*Proposed by: Pevlin Price*

*Seconded by: Gaynor Lawler*

*The motion was carried.*

5. *Pevlin Price suggested that if a student of the school reached state level sporting competition then the P&C could subsidise their compulsory costs by 40% (capped at \$400) and if a*

*student reached national level sports competition then the P&C could subsidise their compulsory costs by 60% (capped at \$600). After discussion:  
A motion was presented to allocate \$450 to subsidize Shaun Barnes for the cost of competing in the National Athletics competition .  
Proposed by: Pevlin Price  
Seconded by: Julie Churton  
The motion was carried.*

*6. The principal sought \$3000 towards the cost of trophies and prizes on presentation night. Previously, the amount allocated was \$2000, but as it appears this amount was not actually given to the school, as a one off amount:  
A motion was presented to allocate \$3000 towards trophies and prizes for the Presentation Night.  
Proposed by: Rani Sekhar  
Seconded by: Gaynor Lawler  
The motion was carried.*

### **General Business:**

29 Calendars were ordered this year as compared to 24 Calendars in 2007.

The President needs to draft a note for the 'Induction Session' on December 4 for the new year 7 parents to highlight the key tasks for 2009 for the P&C:

1. Contribution to the P&C. Payments can be made on December 4. School needs to provide a facility to collect contributions on that day.
2. Class Lists
3. Work done by Working Bees on Grounds Day. We need to inform of the dates and alternative fees for non participating parents.
4. Need for Volunteers for the Canteen and Clothing Pool.

Meeting closed at 10:50 PM.

The next meeting will be on Tuesday, 16 December at 7:30 PM. All participants are requested to bring a plate for the presentations and Christmas celebrations after the meeting.