Meeting: Tuesday 12th February 2013
Meeting Start Time: 19:50
Location: School Library
Chair: P&C President – Michael Miller
Apologies: Sade Kalasabail, Noel Christie-David, Eresha deSilva
Attendance: 27 as per attendance book.
Meeting Closed: 21:45
Next Meeting: Tuesday 12th March 2013

Part 1 Opening Session

Presentation: NBHS Transition Program (Asli Harman – Deputy Principal, Nandhini Raj – Y7 Advisor)

Asli and Nandhini gave us a great insight into the comprehensive transition programs that NBHS has developed. Our boys are in great hands. The program includes:

- Information evenings including presentations and an opportunity for parents to meet teachers
- Showcase Evening: review by Y7 boys, awards, musical items, faculty showcase
- New student transition: for years 8-11, buddy program
- Invitation to Primary School Principals and Y6 teachers: Y7 boys present, guided tour, discussions
- Primary school visits by Year Advisor: discussions with Y6 teachers, gain 2-way insights, surveys
- Orientation Day: parents and students split into groups, school tour, uniforms, peer support
- Redesigned NBHS booklet/guide
- Peer Support camp, Team Normo meetings, handwriting & technology support

Captains, prefects and SRC roles – Aaresh Madon, James McCabe, Ryan Lum

Aaresh and James gave an overview of roles of captains and prefects

- Organise events such as culture days
- Manage facebook page (NormoAlerts) to keep everyone informed of activities and events
- Reinvigorate house system (eg lunch time competitions)
- Approachable team that is there to help students

Ryan provided an overview of the SRC at Normo

- SRC comprises of 4 representatives from each year
- Organise events, charity fundraisers, dances
- There to help students with problems and be a conduit for suggestions

Principal’s Report - Jeff Bruce

1. Welcome to new parents, especially our new Year 7 parents.

2. Very smooth start to the year. Transition to new timetable structure has gone well. Only concern is the long haul until recess.

3. Currently have an enrolment of 730. 120 in each of years 7-10. 128 in Year 11 and 122 in Year 12. Year 7 have settled in extremely well as you have already heard.

4. Staffing update. Two teaching positions and counsellor currently in process of being staffed via merit selection. Parents needed to train for merit selection positions.

5. HSC results. High Achievers Assembly next Friday to recognise outstanding students. Guest speaker will be Michael Chan from class of 2006. Surgeon.
Our top ATAR was 99.95
15% of the boys were placed on the All-Rounders list
18% of students achieved an ATAR over 99
45% of the cohort achieved an ATAR over 95
70% of the cohort achieved an ATAR over 90

All students received offers of placement at university. There were multiple scholarship winners.

6. CAPA Tour. Very successful despite some mishaps. Emergency appendectomy for one student. Theft of bags from staff. Lots of rain. Still had a wonderful time. Boys were superb as far as behaviour. Thanks to Mrs Johnson and Mrs Venczel for organisation.

7. Work commencing on area behind the hall. Insulation ready to be installed in A, B and C Blocks. We also hope to commence work on refurbishment of old PE change room and installation of new teaching kitchen

8. Information evenings coming up for Year 11 (Feb 19) and Year 12 (Feb 28)

9. Changes to Year 12 sport requirements. Year 12 now have option to study on Wednesday afternoons.

10. New Year 10 Extended Learning program launched last week

11. The year ahead will see the beginning of many changes with the way in which the Department is organised and structured. Our job at NBHS will be to maintain the excellent programs that are in place.

12. Gonski funding recommendation. Critical that legislation be introduced asap.

**Part 2 Business Session**

**Minutes of Last Meeting**

*Motion 2013-02A to accept the minutes of the last meeting (11-Dec-2012).*

Proposed: Audrey Chin Quan. Seconded: Pauline Zhao. Carried.

**Correspondence**

**NBHS**
- Year lists, P&C volunteer sheets and grounds day volunteer sheets (including $100 cash/chqs)
- Reimbursement request for woodchip & matting $371.82 ex GST
- Reimbursement request for canteen air conditioner supply/install $3848.00 ex GST

**CBA**
- statement #187 (06 2291 10014089) ending 5-Jan-2013, closing balance: $26,699.89

**ING**
- statement #34 (18089026) ending 31-Dec-2012, closing balance: $207,671.05

**GIO**
- Workers Compensation fee overdue – passed to canteen coordinator for action

**ACNC**
- Letter of welcome to the Australian Charities and Not-for-profits Commission (ACNC). Request to confirm our charity details

**Fundraising**
- Various pamphlets
Business arising from previous minutes

Briefly discussed the requirements for amending by-laws. Have included item in agenda and will post on website and add article to next newsletter.

REPORTS

President’s Report

May I welcome you all to the first P&C Meeting of 2013.

Just a short report to start off the year.

The new Executive has been busy finalising the minutes from our last year-end general and AGM meetings. These will be posted on the School’s website, P&C section, after being formally accepted. We plan to use the web site more extensively as the year progresses.

Principal Bruce has invited me as P&C representative to address the Year 7 parents about why it is important to be involved in their son’s education from a P&C perspective. Thank you Jeff for this opportunity. The Year 7 Parent information evening is on Thursday 21/02/13.

One of our parents, Felicity McDonnell, has been involved over the last few years in finding available grants for which schools might qualify. She has kindly offered to continue her searching with NBHS in mind. This is much appreciated. As we found with our school oval renovation, such grants can be of tremendous assistance to improving the facilities for our boys. I also ask that we all keep an ear out for any grants and suchlike that might be applicable to Normanhurst.

Thank you for your attendance tonight. I’m sure we are all looking forward to a productive and enjoyable year for our school P&C.

Vice-Presidents Report – Jasmine Madon

Encourage volunteers and ideas for fundraising
Request suggestions for speakers at P&C meetings
Request content for canteen page on website

Treasurers Report – Sade Kalasabail

Sade was unavailable for the meeting but provided financial reports for 1-Dec-12 to 31-Jan-13.

Closing balance (CBA): $ 26,100.89
Closing balance (ING): $205,849.71

Fund Raising Committee Report - Vacant

Coordinator position still vacant. Follow up with Robin Aitken regarding events/fundraising notes

Function Committee Report – Audrey Chin Quan

Both recent functions ran smoothly. Change in format for Y7 orientation resulted in more time for morning tea and subsequently more consumption. Y10 transition assembly also needs to factor in more food for next year.

Canteen Report – Karen Campbell

Will provide content for website including menu
Recap on canteen refurbishment including installation of air conditioning at the end of T4.
Problem with oven – taking too long to heat food, especially middle rack. Now out of warranty, but have had oven serviced and kept detailed record of history. Michael requested details to be sent to him and he would work with Mr Bruce to communicate with vendor to remedy the situation.

Grounds Report – Jonathan Sanders

No report.
NBHS P & C Association  
Meeting Minutes

New Business

Catering for Y7 and Y11 Information evenings – catering team is making necessary preparations

Supper Roster – volunteers to provide a light supper for the year’s P&C meetings were recorded (see below)

Expense Reimbursement

**Motion 2013-02B**  "That the P&C retrospectively approve the gift of two movie tickets for each of the ten NBHS Office Staff as a token of the P&C’s appreciation for their assistance throughout 2012”.
Proposed: Michael Miller, Seconded: Jasmin Madon, Carried

**Motion 2013-02C**  “To reimburse Michael Miller the amount of $246.99 (two hundred and forty six dollars and ninety nine cents) for 2 x 10 Ticket Booklets from Event Cinema and associated “thank you” cards for the NBHS Office Staff as a token of the P&C’s appreciation for their assistance throughout 2012”.
Proposed: Michael Miller, Seconded: Jasmin Madon, Carried

**Motion 2013-02D**  "That the P&C retrospectively approve the gift of wine and chocolates for the outgoing P&C President Jonathan Sanders and Committee Member Robin Aitken as an acknowledgement of their dedicated support and promotion of the NBHS P&C over many years”.
Proposed: Michael Miller, Seconded: Ganesh Luharuka, Carried

**Motion 2013-02E**  "To reimburse Michael Miller the amount of $72.44 (seventy two dollars and forty four cents) for the gift of wine and chocolates and associated wrapping to outgoing P&C President Jonathan Sanders and Committee Member Robin Aitken as an acknowledgement of their dedicated support and promotion of the NBHS P&C over many years”.
Proposed: Michael Miller, Seconded: Pearl Mar, Carried

Magnetic Calendars – Jeff Bruce asked if there was interest in producing a magnetic fridge calendar for 2013. It was noted to discuss the 2014 calendar at the Aug/Sept meeting.

**Motion 2013-02F**  "To fund the production of a magnetic fridge calendar of school dates to the amount of $450.
Proposed: Richard Simpson, Seconded: Pauline Zhao, Carried

Second Hand Clothing – Jasmine prompted if there had been any further developments with the discussion to make second hand clothing available for sale to interested parents. It was noted that other schools utilise auction sites such as eBay or Gumtree. Parents could post their own advertisements. P&C to provide instructions and distribute to the school community.

New P&C members - $20.85 membership fees were collected from 12 new financial members

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Close of Meeting

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Next meeting:  Tuesday 12th March 2013.
## 2013 Supper Roster

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