Meeting: Tuesday 8th October 2013
Meeting Start Time: 19:42
Meeting End Time: 20:55
Location: School Library
Chair: Michael Miller – P&C President
Attendance: 8 as per attendance book
Apologies: Jasmine Madon, Jonathan Sanders, Francis Fok

Part 1 Opening Session:

- **Principal’s Report** (Relieving Principal Glen Sawle)
  1. Jeff has taken up the role of director public schools NSW and a new principal should be identified in T4.
  2. The school is currently recruiting for a number of positions in science, social science, A-Team and history
  3. Starting to trial new Sentral Parent and Student portal with aim of rollout next year. It provides an additional level of communication and parental access to student data.
  4. Continuing to work on draft welfare/behaviour policy. Parents will be given an opportunity to provide input
  5. HSC starts next week – wishing all students well and encourage the boys to stay calm

Part 2 Business Session

Minutes of Last Meeting
- **Motion 2013-10A** to accept the minutes of the last meeting.
  Proposed: Karen Campbell, Seconded: Audrey Chin Quan, Carried

Correspondence
- SYMTA mail out responses
- Parental enquiry into condition of toilet block
- Y7 2014 Parent "helpers" document updated
- $8 cheque for sale of 2nd hand clothing
- Request for $500 to cover tree work prior to T4 grounds day

Business arising from previous minutes and correspondence
- Pennant Hills Rd Bus Stop; not much activity over the holidays
- Condition of toilet block
  Prefects have raised the issue of refurbishment of toilet blocks earlier in the year. Glen has approached department and is looking to allocate the majority of the minor maintenance budget ($57K) towards the refurbishment. This would include replacement of flushing mechanism, taps, doors, hand dryers and repainting. Hopefully this work can be completed in the summer holidays. The school is also implementing a water monitoring system which will detect malfunctioning devices/leaks.
- P&C tools purchase for grounds days
  Jonathan has provided a list of tools to Michael who will approach Bunnings for donation
  Need to identify a secure but accessible storage area for tools – Glen to investigate
REPORTS

- President’s Report

Thank you all for your attendance tonight.

There’s not too much to report, given the intervening holiday period.

Regarding the ongoing saga with the after school Pennant Hills bus stop overcrowding, I had a conversation with Hornsby State MP Matt Kean Friday week ago. He believes that the bus company are willing to run the smaller 12.5m bus on this route as the current 14.5m bus is too big for the route involved in using Denman Parade. However, they are reluctant to pursue this alternative as they believe that there will be insufficient capacity to account for the combined HGHS and NBHS student count. They go by the number of bus passes issued.

Thank you.

- Vice-President’s Report (on behalf of Jasmine Madon)

SYMTA mail out; we have not had any real donations yet although there have been a few giving us hope to send in a request next year too before their budgets are finalised (so earlier in the year). I am keeping a log of responses and would like to find someone to hand over to soon.

Receipt for SYMTA mail out costs to be provided to Sade

- Treasurer’s Report (Sade Kalasabail)

Sade distributed financial reports for September

**Motion 2013-10B** to allocate up to $1000 for audit of 2013 combined P&C/canteen accounts

Proposed: Audrey Chin Quan, Seconded: Philippa Stewart, Carried

Sade to finalise cost of audit by next Thursday so that we have sufficient time to advertise and call for approval of additional funds if required

Sade suggested that we open a new investment account to maximise return of cash in bank account

- Fund Raising Committee Report

Sade advised we still need to balance the Entertainment Book funds

- Function Committee Report (Audrey Chin Quan)

Audrey requested dates for upcoming functions

* Y7 orientation; 6-Dec (morning)
* Y10 graduation; 13-Dec
* Y7 showcase; 2-Dec (evening)

- Canteen Report (Karen Campbell)

Latest price list and roster has been published on the website

Glen to follow up on electrical work discussed previously

Glen/Jo are investigating Flexi-Schools
Grounds Report (on behalf of Jonathan Sanders)
Jonathan has sent through the suggested list of P&C Grounds Day tools.
In regards to fulfilling this list, one approach is to approach Bunnings, who the NBHS uses, to ask if they would like to donate the tools to the school. They would be appropriately acknowledged for such a contribution ... newsletter, Grounds Day announcements, Bunnings’ stickers on the tools, and suchlike.

In preparation for the T4 grounds day on 9-Nov, Jonathan has proposed to do some tree work which will require hire of platform and saw (approx. $500)

Motion 2013-10C to approve up to $1000 for expenses relating to T4 grounds day
Proposed: Sade Kalasabail, Seconded: Audrey Chin Quan, Carried

New Business

- Open investment account to maximise return of cash on hand.

Motion 2013-10D to authorise Sade Kalasabail to open an appropriate investment account in the name of Normanhurst Boys High School P&C Association with funds of $150,000 from our existing CBA account. Signatories to be Sade Kalasabail and Helmut Hiebl
Proposed: Karen Campbell, Seconded: Pauline Zhao, Carried

- Ross suggested a survey to assist the parent rep on the selection panel for new principal. A similar activity was undertaken at HGHS which provided valuable insights from parents and students. Details of survey questions can be made available if required.

- Parents that have received training for selection panels:
  Jasmine Madon, Noel Christie-David, Sade Kalasabail, Ross Horsburgh
  (Note: Sandy Attard was identified post meeting and is included here for completeness)

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Next meeting (+AGM): Tuesday 12th November 2013.
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