Meeting: Tuesday 12th November 2013
Meeting Start Time: 20:45 (following AGM)
Meeting End Time: 22:05
Location: School Library
Chair: Sade Kalasabail – P&C President
Attendance: xxx as per attendance book
Apologies: Ross Horsburgh, Philippa Stewart, Richard Simpson, Jasmine Madon, Eresha de Silva

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Part 1 Opening Session:

- **Principal’s Report** (Relieving Principal Glen Sawle)
  1. Prefect project “Big Sleep Out” to raise awareness of plight of the homeless. Salvation Army will give a series of talks. Prefects will provide dinner and request P&C support for this cause.

  **Motion 2013-11A** to provide $500 towards the Big Sleep Out project
  Proposed: Michael Miller, Seconded: Audrey Chin Quan, Carried

  2. Bus issue – struggling with the M60 and Hills bus with earlier bell times. Requested M60 to allow pickup at 3:11 run (previously request to decline pickup due to boys rushing to make the bus) but was declined.
  Need to work with P&C to draft letters to premier

  3. Several interview panels are running at the moment to fill vacancies

  4. New A-Team teacher to start in 2014

  5. Applications for the principal position close tomorrow (13-Nov). Should appoint new principal by mid-December. 2 parents were involved on the panel

Part 2 Business Session

Minutes of Last Meeting
- **Motion 2013-11B** to accept the minutes of the last meeting.
  Proposed: Karen Campbell, Seconded: Audrey Chin Quan, Carried

Correspondence
- ING Statement #37 for account 923 100 18089026 1-Jul-13 to 30-Sep-13, Closing bal: $0.00
- CBA Statement #190 for account 062291 10014089 6-Jul-13 to 5-Oct-13, Closing bal: $246,810.19
- GIO Workers Compensation Renewal (due 12-Nov-13)
- Letter from Transport and Roads
- 5 Letters received in relation to SYMTA mailout
- Parent request relating to student injury insurance

Business arising from previous minutes and correspondence
- Pennant Hills Rd Bus Stop; as per principal and presidents reports
- P&C tools purchase for grounds days
  Identified lockable location for tools at the recent Grounds Day
  Will delay letter to Bunnings due to overlap with correspondence by SYMTA
- New investment account; Sade working on application form
- Electrical work for canteen; quote approved by school but work not yet started
REPORTS

- **President’s Report**
  Following the AGM, there are just a couple of matters to mention.

  The Pennant Hills after school bus stop overcrowding concerns still exist with the latest response from the Transport for NSW office providing no progress on this issue.

  Regarding the development of the P&C having its own supply of tools for future Grounds Days, a letter requesting assistance has been drafted to be sent to our local hardware store Bunnings Thornleigh. This is to be reviewed by the Executive. It was noted by SYMTA coordinator Jasmine Madon that discussions have been initialled with Bunnings in relation to SYMTA and hence any other P&C correspondence with them should be considered in light of this SYMTA request.

- **Vice-President’s Report** (on behalf of Jasmine Madon)
  No report provided

- **Treasurer’s Report** (Sade Kalasabail)
  Sade distributed financial reports for October.

- **Fund Raising Committee Report**
  Position vacant – no report

- **Function Committee Report** (Audrey Chin Quan)
  Catering for upcoming functions:
  * Y11; 19-Nov
  * Y7 orientation; 6-Dec (morning)
  * Y10 graduation; 13-Dec

  We need to take advantage of the Y7 orientation morning to recruit parent involvement in P&C

  **Motion 2013-11C** to provide Audrey Chin Quan $500 as a float for upcoming functions
  Proposed: Michael Miller, Seconded: Pauline Zhao, Carried

- **Canteen Report** (Karen Campbell)
  Canteen reps visited Barker to see Flexi-Schools in action
  Glen/Jo will continue to investigate Flexi-Schools

- **Grounds Report** (on behalf of Jonathan Sanders)
  The last Grounds Day of 2013 was held last Saturday on 9th November 2013

  We were grateful to have around a dozen volunteers in attendance, including several Prefects. The focus was on planting and mulching with 201 seedlings and several tons of woodchips spread across the growing garden area around the school main entry area. Although hot and dry on the day, it was good to see rain in the area over the following days.

  Thank you to all, and to the school for a lovely morning tea arranged by Acting Principal Glen Sawle.
New Business

- Payment of NBHS P&C membership due for 2014
  $10 was received for 7 memberships during the AGM

- P&C bank account signatories
  With the secretary position vacant, and 2 signatories still on the committee, it was agreed to wait until the next meeting to see if the secretary position could be filled before changing signatories

- Handover of P&C roles
  o Year lists; Helmut to contact Richard to see if he is still keen to perform this role
  o 2nd hand uniform; Michael to continue to perform role until end of the year
  o SYMTA; need to find a volunteer for this role

- Staff gifts
  **Motion 2013-11D** to purchase 10 double movie tickets up to the value of $300 as a thank you gift for office staff
  Proposed: Michael Miller, Seconded: Audrey Chin Quan, Carried
  Sade to purchase and present to office staff.

- Everyone requested to bring a small plate for supper to our next meeting

- Proposed that we organise magnetic fridge calendar for 2014 and use $450 as per motion 2013-02F
  Jeff to forward details to Glen

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Next meeting: Tuesday 10th December 2013.

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