NBHS P & C Association
Meeting Minutes

Meeting: Tuesday 10th February 2015
Meeting Start Time: 7.45 pm
Meeting End Time: 9.00 pm
Location: School Library
Chair: Sade Kalasabail – P&C President
Attendance: 21 as per the sign-in book
Apologies: Henry Liong, Tony Hill, Nalika Padmasena, Lainie Kalnins

Part 1 Opening Session:

Welcome to New Parents (Sade Kalasabail)

Presentation by School Captains (Lachlan Jones and Semonn Oleksyn)
The 2015 Captains gave an overview of successful initiatives managed by the prefect body in 2014, including the Phillip Hughes Memorial Cricket Match, the Breakfast BBQ, 40 Hour Famine BBQ (with Social Justice Group), Culture Day (Indian), the ATAR BBQ, volunteering at the Exodus Homeless Shelter in Ashfield, and Presentation Night.

Activities the prefect body is considering for 2015 include peer tutoring for accelerated students, a walkathon to raise funds for an outdoor gym, possible participation in the World’s Greatest Shave and closer engagement with the SRC. The Culture Day this year will be Korean.

Canteen Focus Group Presentation (Sade Kalasabail)
The Canteen Focus Group has visited other school canteens as well as spending time observing the operation of the NBHS canteen. A parent/student/staff survey was also conducted.

The results of the survey indicate that:

- the vast majority of respondents (75%) wish the canteen to continue operating under the P&C-run, volunteer-staffed model
- there is strong interest from parents in the canteen providing more healthy food options. As a result, the canteen will introduce more healthy options including a gradual move to wholemeal bread and a “fruit of the day” initiative
- other initiatives will include a breakfast menu (pre-ordered and for a trial period only), a Suggestion Box with prizes for good suggestions, ongoing renegotiation with suppliers for better prices

Principal’s Report (Mark Anderson)
Mark Anderson welcomed new parents and introduced Deputy Principal Asli Harman, who has been managing the School Strategic Planning process and has also completed the task of compiling Year assessment booklets for Years 7-12. The booklets are currently being distributed to students.

School Strategic Planning Update (Asli Harman)
The School Strategic Plan 2015-2017 is well under way with brainstorming for staff, a parent brainstorming session (during a P&C meeting), the Executive conference, a survey to selected Years 7-12 students, and a cross-faculty staff development day already completed.

Input from these processes will be used to inform the Strategic Direction process and the detailing of milestones (which will address timings, costings etc).

A Community Forum will be held on Thursday 26th February from 5-7pm to review the Strategic Directions - which are:
• pursuing academic excellence within a quality learning environment
• maximising opportunities for holistic education
• promoting the values of global citizenship, inclusivity and well-being for students and staff

Part 2 Business Session

Minutes of Last Meeting

- **Motion 2015-2A** to accept the minutes of the last meeting.
  
  Proposed: Praveen Aranha, Seconded: Sam Tan, Carried

Correspondence

- ING Bank Account statement received
- Canteen food spoilage claim lodged and paid by Federation insurance
- P&C Annual Association record updated and acknowledged
- Request received from School to fund ongoing and special programs to the value of $32,000

**Motion on notice** to approve funding of School ongoing and special programs to the value of $32,000. To be advertised in NBHS newsletter

Business arising from previous minutes and correspondence

Sade Kalasabail called for nominations/volunteers to fill the P&C positions left vacant at the close of 2014. The following positions were successfully filled:

- Events Committee Coordinator – Ash Gholkar
- Associate Events Committee Coordinator – Deepti Biswas
- Canteen Committee Coordinator – Bindi Shah

REPORTS

- **President’s Report** (Sade Kalasabail)
  Nothing to report

- **Treasurer’s Report** (Helmut Hiebl)
  **Statement for combined period Dec 1st 2014 – Jan 31st 2015**
  - The trading account began with a balance of approximately $3600 with income of $530 in parent contributions and outgoings for Grounds Day, Christmas gifts and student representation support of $1300, leaving a balance of approximately $2840
  - The ING investment account began with a balance of approx. $104k to which a small amount of interest was paid leaving a balance of approximately $104,740.
  - There is currently $6700 in outstanding commitments (either to be completed or closed off) leaving $100,890 in available funds.
  - Canteen accounts have also been distributed for reference.
  - Payment for the canteen food spoilage claim of $426 was made out to the P&C rather than the Canteen so had to be paid into the P&C rather than the Canteen account. These funds need to be transferred.
  - **Motion 2015-2B** to transfer $426 from the P&C account to the Canteen account. Proposed Helmut Hiebl, Seconded Praveen Aranha. Carried.

- **Fund Raising Committee Report** (Sade Kalasabail)
• Nothing to report

- **Function Committee Report** (Sade Kalasabail)
  • Year 7 Orientation Day completed
  • Year 11 Orientation held
  • ATAR High Achievers assembly this Friday

  **Motion 2015-2D** to reimburse Sade Kalasabail $283.84 for expenses incurred in catering for Year 10 Transition and Year 11 Information Session functions. Proposed Helmut Hiebl, Seconded Audrey Chin Quan. Carried

  **Motion 2015-2E** to provide a new float of $250 for upcoming functions. Proposed Audrey Chin Quan, Seconded Sam Tan. Carried.

- **Canteen Report**
  • Sade Kalasabail detailed the current employment situation in the canteen and asked that the meeting consider a request from part-time Canteen Manager Jo Jennis to increase her days from 3 to 4. This increase would allow Jo to take on the extra duties associated with the survey initiatives and would remove the need to continue the current practice of paying overtime.

  **Motion 2015-2F** to offer Jo Jennis an increase from 3 to 4 days as Canteen Manager. Proposed Praveen Aranha. Seconded Julie Crouch. Carried.

- **Grounds Report**
  • The next Grounds Day will be Saturday 14th March.

**New Business**

• Sade asked for feedback, particularly from new parents, on what kinds of presentations from the School they would like to have at future P&C meetings

• Mark Anderson advised that he would be running Selection Panel training for interested parents in the Library at 6.30 pm, immediately before the March P&C meeting.

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Next meeting: Tuesday 10th March 2015.

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