Castle Hill Public School P&C Association General Meeting Minutes

Meeting Date: 11 September 2024 **Meeting Commenced: 7:05**
Chairperson: Erica Miller **Minutes:** Nas Moradi

Attendance this meeting **Denotes financial member*	Erica Miller (P)*	Conrad van Dort (VP)*	Rajesh Valuri (VP)*	Nas Moradi (S)*	Craig Oliver (Principal)
	Alex Kohary (Deputy Principal)	Danielle Machuca (Deputy Principal)	Amanda Turner (Uniform shop)	Melissa Denham*	Craig Henderson *
	Mel T*	Sara Yusuf*	Claire Hookham*	Princess B*	Hao D
	Nisha W	Chelsea A	Chelser L	Michael F	Van A H
	Woon K	Sahil N	Maria CL	Jacqueline P	

1. Apologies	Kimberley, Tanya, Nicole, Danielle R
2. President's welcome and Acknowledgement of Country	CHPS P&C Association would like to acknowledge and pay our respects to the Darug people who are the Traditional Custodians of the land on which our school is located. We acknowledge and respect their continuing culture and pay our respects to Elders past, present and emerging.
2.1 Previous Minutes	**MOTION: Approve minutes of June and August** **Approve by Melissa and second by Claire**
3. Correspondence	An email requesting Ice Blocks for K-2 sports week. That has been arranged by Tanya and P&C was happy to donate those again. An Email about Northern Sydney District Council of P&C Organisation. They are affiliated by the federation.

Castle Hill Public School P&C Association General Meeting Minutes

	An email from P&C Federation about Bi-elections for vacant positions that they currently have for delegates on their board.
4. Principals Report	• Yrs 3-6 all students in the last week and a half have been participating in the check-in assessment testing. These are state wide testing. Results don't get delivered to parents. It's a naplan style of testing. • Some of our students attended the Hills Performing Arts festival a few weeks ago at the Evens Theatre. It was a wonderful night. We had students representing our school to form part of the combined choir with other schools, we had Indian dance group and one of our dance groups perform. This year in particular, you really couldn't tell the difference between the standard of our students' performance in comparison to the neighbouring schools and the job that each of the teachers have done this year because the students have had no bigger space than a single classroom to practice in all year. To actually get up and perform on the stage they did it would of have been the first time they could perform in a space of that size and it was just a tremendous effort on behalf of the teachers and students that participated. They were absolutely outstanding. • School Build – Last meeting, it was mentioned the B Block toilet upgrade was about to commence. The works are now finished and we are just waiting a final clean which will take place tomorrow and then from there ASSET management team to do a handover and fencing will be removed. • Saturday of this week the build team ADCO need to connect to a fire hydrant from their side of the site to our side of the school site which means you wouldn't be able to access the yellow playground and the front gate of the school as the concrete will be all dug and this will only be for 2 weeks. • During the holidays there will be some significant works at the front of the school. As you walk in the front gates of the school there is slope from the front of the stairs to B Block and there is a requirement that we provide a ramp in that space so that work will be undertaken parallel to B Block during the holiday period and there will be some remedial works to the ramps that lead into the school. • We are re-turfing the playground once again over the upcoming holiday break.

	• Current office block that we are in now Block A, all the admin team will be relocated across to B Block for next term. This is a temporary change and will return once refurb of administration block is complete. • Scaffolding facing the school playground has all come down. Scaffolding for the entire building will come down at different stages over the next several weeks. The big crane that has been there for several months will come down not this weekend but the next and that is a pretty significant indication that a lot of the works have been done and we are in the final stages of that particular building. • Ground floor classroom are being done first. There are works being done on the upper levels but basically once the works are done on the ground floor they are being replicated on the higher levels and so on.

5. Deputy Principals Report	Miss Machuca – • This week our K-2 are having a fun week as this is replacing the carnival that we usually have. The children have been going out with their teachers during their regular sports time and have been participating in a range of different activities. A big thank you to P&C for providing the Ice Blocks. • Preparations are under way for the elections of our prefects for 2025. From next week you will see some information in the newsletter surrounding the timeline for when things will occur. Mrs Kohary – • Week 10 we will be having our platinum lunch. We have 37 students who we will be acknowledging for achieving this level. Due to limited space at the moment, we are having 2 platinum lunches. 1st one on Monday 23rd and 2nd one on Thursday 26th. • Few weeks ago, we had a band evening performance at Castle Hill High School. It was very well attended. We had a few challenges being in a facility that we didn't have access to a lot of things that we wanted eg: microphone, however, students really enjoyed performing for the families and families really appreciated being able to see how much

	progress the children have made playing amongst the peers. While on the topic of band, a band wish list has been provided to P&C to consider for some of the items that the band co-ordinator has suggested that we may be able to consider purchasing or we may be able to contribute towards the purchase of for use by the students of our school. Stats on our school band – we have about 680 students across years 3-6 and we have 3 school bands. Thats about 20% participation rate amongst our 3-6 students. One the of the items which would be very helpful for students and for the school and or P&C to consider purchasing would be 10-20 music stands and a cart. We currently have 1 cart. They are expensive but it means that students can set up and pack away for rehearsals, performances in a sufficient time frame. We are anticipating that we'll be able to have some storage for these sorts of resources in the hall. The next item on the wish list is a new drum kit. Quote is roughly for replacement of a new drum kit. Other item is a very high order wish list is a set of 2 Timpani drums, this will also include equipment's for also storing, covering and protecting them etc.. Note to mention Alex and Erica declare conflict of interest as both have family members play in the band. We will take this away work on some numbers and will come to a decision at a later date. It is also important to note that the band wish list was provided by the band co-ordinator. • Photos are slightly delayed and once all have been approved early term 4 photos will be distributed.
6. Business Arising from Previous Meeting	• A quick recap on Father's Day stall – Thank you to all that came to help. We had a great week and we did pretty well. There was no $10 mystery bag this time round. • Father's Day movie pack – 169 were ordered. • We purchased some more gardening supplies for the Vege-pod as well as worm farm which were set up on Monday. • Canteen naming contest – Mrs Burns is narrowing it down to the last 3 choices with the results being announced in the next few days once Mrs Burns returns. • In term 4 we will run a contest for students to design a sing to go with the wining canteen name.
7. P&C Reports	

Castle Hill Public School P&C Association General Meeting Minutes

7.1 Treasurer	August was a reasonable month with a headline profit of $2905 on a consolidated basis. Year to date we remain in a loss position of $7877. The canteen had a very strong August with a profit of $6783 along with April it is amongst the strongest outcome in the year so far. YTD net profit of $11591. Uniform shop had a net profit of $3796 for the month and $1009 YTD which is also a great outcome. We expect summer demand has been brought forward by earlier adoption of the summer uniform choice. P&C operation delivered a net loss of $7675 mainly due to cost of Father's Day stall items and no offsetting revenue which will be recognised in September.
7.2 Canteen (TS)	• Canteen report – Bank account $37848.68 • Business transaction account $955.54 • 2024 IOU's $63.50 • Total flexischools order for the month of August 5200 – good month due to all the special events). • Regular – 4038 • Olympic – 512 August, July 177, Total Olympic 689 • Book week – 650 • Father's Day movie night bag – 169 • Request for a standing mixer – Tanya is currently making choc chip cookies for the staff and currently making them at home and bringing it to the canteen for the staff. Requesting for approval to purchase the mixer, Approved by Erica, second by Mel and Rajesh. • Another thing that we need to start to thinking about for the canteen as we look at opening up in the new space is stablishing a proper POS system for allowing the kids with a card or a token other than cash.
7.3 Uniform Shop (AT)	• Current bank account balance is $29911.60

Castle Hill Public School P&C Association General Meeting Minutes

	• Sales for August were $8267.50 with 40% of sales coming through flexischools online ordering. • Stock update – currently we have sold out of the boy's socks in 2 sizes. The supplier for the socks is Spartan and their custom orders takes about 6months to arrive. Midford is giving us a quote to do custom socks for us with the same sport bottom and business style top that we currently have. Midford custom orders are only 2 months wait with the added benefit of having draw down available for larger quantities. • Girls summer dress update – The feedback from the SRC regarding the samples provided from Midford was that they felt the fabric would be hot and that they didn't like that it was slightly more fitted through the bust line. The feedback from SRC is that they are happy with the summer dress they currently have and are not concerned with the see-through aspect of the material as most of them were shorts under the dress for privacy reasons. This was the second company we have sourced a sample dress from and with the SRC commenting that they are happy with the current dress is the P&C happy to continue with the current supplier? P&C are happy to stay with the current supplier, approved by Erica and second by Mel. • Williamson is sending through some samples for beanies. They are our current jumper supplier. They will embroider our CHPS that is the same as on our sport track pants and our sport shorts. Once that comes through that will go to SRC for consideration. • Knotted ties – Midford are going to repair any tie that was purchased this year and has come undone. That went out in the newsletter and will send a post out in the Facebook group. Over the next 2 weeks any ties will be collected, the repair will be done during the holidays and then they will be delivered back to the students after the holidays. • P&C staff shirts – P&C polo shirts $22.10 for each shirt which includes embroidery of our logo and “staff” underneath. The shirts will be ordered for the 2 regular canteen staff and myself in the uniform shop.

Castle Hill Public School P&C Association General Meeting Minutes

	• Kindy Orientation – during kindy orientation we need as many helping hands as possible.
8. General Business	• We will be working on the P&C budget for next year. We need to get that set so that it can be loaded onto Xero. This will be possibly brough to the next meeting in November. • World teachers' day – we are celebrating that in last Friday 25th of October. School will hold a morning tea and P&C will provide them with gifts. Move to spend $700 for the teachers' gifts – Approved by Mel and second by Nas. • Gala day – will be going ahead and planning for that is in the works. P&C will be running the BBQ. • Funhouse – 10 of the P&C financial members met last Wednesday and we had our final discussion on if P&C should take on the funhouse or not. We did have a vote during that meeting and it was absolutely split 50/50. A link has been sent to all the financial members for the final vote. There will be a follow up with the 3 that still need to vote and then a decision will be made.

Minutes closed at 8:30pm