1. **President’s Welcome**
   Brett thanked John Burgess for his outstanding contribution as President for the last 3 years and welcomed everyone to the meeting. He congratulated all the new Committee Members. Looking forward to an exciting year ahead.

2. **Apologies:** Nigel Justins, Lyndall Franks

3. **Confirmation of Previous Minutes:**

   Minutes of the previous general meeting held 25 November 2014 were accepted with the following amendment:
   - School 24 payments are moving towards credit card payments, cash is still accepted.

4. **OSHC Monthly report**
   Presented by Beth as Chrissy is currently on leave.
   - The Department of education has increased after school numbers to 107, there is currently now waiting list.
   - Successful school holiday programme

5. **Principal’s report:**

   **2015 - Enrolments**
   1037 students, 74 staff, 9 Kindys
**Parent Information Evenings & Bilingual sessions**
Were successful and a good turnout at the Bilingual Sessions with enthusiasm for multicultural fundraising ideas.

**Online Systems**
Clubs and Scripture online systems were well received, and Tim reminded us that the 45 clubs are run by volunteers.
Still a few issues with the Music online program.

**School’s 3 Year Plan**
The Department requires all schools in NSW to develop a 3 year plan using a new model. The school’s model centres on **Excellence** using **Quality Teaching and Leadership**, with **Real World Connections** and **Shaping Life Long Learners**. The school views that it has the responsibility to develop the whole child.
The plan can be viewed on the CPS website at [http://www.chatswoodps.nsw.edu.au/future-planning.html](http://www.chatswoodps.nsw.edu.au/future-planning.html) and is also positioned around the school for viewing and comment.

The P&C will work with the school to marry the Master Plan & 3yr plan together.

6. **Correspondence**
Nil

7. **P&C Treasurer’s Report:**

Maria presented the Financials as attached.
- The P&C Exec is to come up with a more extensive budget for specific projects and present a plan to the next General meeting

**Motion:** That accounts totalling $9,659.56 as listed in the Treasurer’s report to the meeting are approved for payment – on the condition that additional information will be provided in regards to the $4k GST payment.
Moved by Brett Backhouse. Seconded by Sue Low. Motion passed.

8. **Sub-Committee Reports:**

**Canteen report:**
- Rachel Johnson-Kelly presented the report (see attached).
- Goal to set up a more permanent set up at the Bush Campus
- Red Day Date changed to the 25th March 2015
- Volunteers still needed for Bush Campus.
  - Looking at creating yr 5&6 leadership roles and involving them
- Trying to move the whole school towards cashless
  - School 24 is the first step
- Commercial Oven – budget has been set aside
  - Possibility if there is a range hood that OSHC may be interested

**Uniform Shop:**
- Sally Sternecker presented the report (see attached).
- Natasha Chetner explained need for a jacket change due to faulty studs and poor material, it was decided Natasha could decide on best action for the Uniform Shop.

**Grounds Committee:**
No report – see Item 9 Master Plan.
9. **Master Plan:**

*Bush Campus – Brett Backhouse*

Andrew Leuchars (Landscape architect) has provided an outline of an overall plan.
- This will be displayed at both locations and put into the newsletter and on the website.
- Terry has already circulated this to the teachers who are very excited.
- Brett is currently contacting builders for quotes.

**Retractable Seating & Proposed pathway between A & E Blocks - Lee Hughes**

- Currently awaiting approval from the Department of Education in order to adjust their assets.
- Meanwhile builders are being contacted for quotes with an expectation to present a motion in March’s meeting.
- Fundraising opportunities:
  - To buy a seat in the hall
  - Buy a brick in the pathway
- Capital cost of proposed future building works needs to be worked into the yearly budget.

11. **Outstanding items:**

Nil.

12. **President’s Report**

- None as we have new president on board.

13. **Other Business:**

- Toilets – Tim covered the process on how the toilets throughout the school were maintained

There being no other business, the meeting closed at 10.30pm.
Staffing

Belinda Bunt resigned from her position as uniform shop assistant on 18\textsuperscript{th} February. She will be replaced by Tracey Moore with immediate effect (Tracey worked at the uniform shop prior to Belinda).

Jackets

Natasha and Belinda advised that they have received feedback from customers which they agree with in respect of the decreasing quality of the material which the jackets are made from. The fleece material stretches, is subject to pilling and starts to age.

Natasha has obtained a sample of a jacket which is made from a polyester material which is more robust and holds it shapes. The manufacturer has also offered to embroider the school logo.

Natasha is to provide pricing and profit margin data in relation to the alternative product.

The uniform shop would like the P&C to consider this new version of jacket. At this stage the studs would remain although Natasha advised that they are generally of lower quality and have been known to fall off. Are the SRC also required to review and approve?

End of report
Canteen Committee Report
P & C Meeting
February 2015

Prepared by: Deborah Bodger (Temporary Convenor)
23rd February 2015

BUSH CAMPUS OPERATIONS

Volunteers

The shortage of volunteers is still a problem. Parents are needed. It would be good to reissue the call for volunteers to the new Year 3 parents as well as Year 4 parents.

RED DAY – TERM 1

Date set for Wednesday 18\textsuperscript{th} March 2015. Any issues, please let the canteen committee or Peilin know.

SCHOOL24

School 24 has been slow in adding the new credit card payment and say that the charge will be 1.3\% rather than the 0.5\% initially told. Even with the higher charge, it makes sense to change to a credit card only payment method. Moving to this system significantly reduces the workload for the committee and Peilin. In addition, there is less scope for error since the transactions occur between the bank and School24 making accounting easier too.

COMMERCIAL OVEN

Budget has been set aside for the purchase of the commercial oven. It is unlikely that the COOSH would be making a contribution since they do not use the oven.

HEALTHY SCHOOL ENVIRONMENT NETWORK

Deborah Bodger and Rachel Johnson-Kelly will be attending a presentation from the Healthy School Environment Network. The meeting is on Thursday 26\textsuperscript{th} February and promotes healthy eating in canteens. We will report back at the next P&C meeting if there are any suggestions for changing the menu and promoting healthy eating at our P&C events throughout the year.

End of report