

## Homebush Boys High School P&C meeting

**July 21, 2015**

<b>1</b>	<p><b>Attendance:</b> 24, as per attendance book  <b>Apologies:</b> Kamie K, Fiona M, Maria IH</p>	
<b>2</b>	<p><b>Previous Minutes</b>                  Motion to accept June Minutes, Mark; seconded, Valerie</p>	
<b>3</b>	<p><b>Correspondence</b> nil</p>	
<b>4.1</b>	<p><b>TREASURER'S REPORT</b>  <b>Statement</b>, as attached, current balance \$3010.80                  Audited report sent to P&amp;C Assn and ACNC, status unchanged as yet</p>	
<b>4.2</b>	<p><b>Membership</b>                  P&amp;C federation annual membership renewal due, Motion "\$543 to be paid for P&amp;C NSW Assn membership renewal", moved Wendy, seconded Cheryl, carried.</p>	<p>\$543 P&amp;C membership renewal</p>
<b>4.4</b>	<p><b>Insurance</b>                  P&amp;C Federation has increased public liability \$20m to \$50 m. Standard fee \$380: Additional package at \$450 includes add cash/ property/, accidental death, directors, short term, Comparable options considered Osman. Recommended P&amp;C Federation at \$450 across P&amp;C issues. Motion "to accept \$450 insurance by P&amp;C cover" by moved by Cheryl, seconded by Kim, carried                  Check list for Insurance to be developed.</p>	<p>\$450 insurance P&amp;C cover                  Wendy develop insurance check list for future reference</p>
<b>4.5</b>	<p><b>Risk management forms</b>                  Noted risk management forms will need to be completed as per policy, for all events.</p>	<p>Secretary keep mgt check list on file.</p>
<b>4.6</b>	<p><b>Managing money</b>                  New template presented to be completed by each event coordinator for each event-stalls, citizenship ceremonies, bbqs.</p>	

<p><b>5</b></p>	<p><b>Principal's Report</b></p> <ul style="list-style-type: none"> <li>• Mr Kennedy met with Jodi McKay at the school - looking at ways she can become involved/support the school. Mr Kennedy suggested areas for urgent improvement include oval, classroom repairs/painting and additional building (longer term).</li> <li>• During holidays, school building projects/maintenance included; putting up awnings on Tedford gym; Laying carpets in halls, library, ILD computer room. Budget now reached for financial year.</li> <li>• Iftar - completely organised by Muslim boys/community was great success</li> <li>• Parent/Teacher nights went well</li> <li>• Currently, year achievers being invited to pizza lunch as a way of acknowledging their efforts.</li> <li>• Staff working with yr 12 students over holidays, lessons, workshops, practical subjects.</li> <li>• A number of teams in area winter sport finals tomorrow. Selection open for summer sports, students to complete online</li> <li>• Dept Education Regional Director, Veronica Kapsimali is leaving to run EPAC performance centre. Mr Kennedy paid credit to her performance in her role. Cathy Powsun will replace her.</li> <li>• Discussed science week excursion</li> </ul>	<p>P&amp;C request Mr Kennedy pass on thanks and appreciation to teachers who put in effort with students for these events esp Year 12 holiday program</p>
<p><b>6</b></p>	<p><b>Social Science Report</b></p> <p>Mr Achmad, HT Social Science reported:</p> <ul style="list-style-type: none"> <li>• The school was invited to a UWS special event for young entrepreneurs and gifted and talented in business studies or commerce.</li> <li>• Many other schools attended, (selective, private and public)</li> <li>• 24 students were chosen, six yr 10 boys and eighteen yr 11 boys, who competed in a competition to develop a business.</li> <li>• HBHS Year 10 boys winners of the competition for the day</li> <li>• Congratulations to Mr Achmad and the boys. Well done</li> </ul>	
<p><b>7</b></p>	<p><b>School Council Report</b> No school council meeting, Next meeting Aug 4.</p>	
<p>8.1</p>	<p><b>FUNDRAISING</b> <b>Community Grants</b> – available through State funding, Application to Jodi Mckay by end of July Funding available up to \$30 000 if school can match. Application to be made</p>	<p>Kathy progress and work with Mr Kennedy to complete community grant application</p>
<p>8.2</p>	<p><b>Parent School Voluntary Contribution Letter</b> To be prepared for Term 3. Significant form of annual P&amp;C funding Target turf and building/classroom work</p>	<p>Kathy to revise letter, Kim to review</p>

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8.3	<p><b>Cook Book</b>            Fay presented an update on work to get sponsors and administration behind the scenes</p> <ul style="list-style-type: none"> <li>• She has compared some printer costs; drafted sponsor letters; looking at putting out call for help from parents with experience in graphic design, photography, public relations, marketing, business look at sponsorship from school suppliers, (canteen - stationery) involvement with students social media letter explaining how community can contribute,</li> <li>• Want to complete fundraising before printing, costs approx \$15 maybe sell for \$35. Ideas of names of book to circulate</li> <li>• “eat, share and tell” - what we eat, how we share this in both day to day lives and special occasions tells a lot about ourselves and cultures.</li> <li>• Cover collage - fig tree with boys photos making up the leaves on the tree</li> <li>• Help from school faculties, email Caitlin regarding what support would be needed and Caitlin can liaise with teachers for possible class help.</li> <li>• Create old school boys list. Kim to speak to office, see what is available</li> </ul>	<p>Competition for cook book name to be clarified</p> <p>Fay to liaise with Caitlin re call for parent help...SMS and Bushy News</p> <p>Old Boys list to be collated- Kim</p>
8.4	<p><b>Fathers’ Day</b>            Cheryl to coordinate stall. Thursday 3/9, Friday 4/9.            Discussed and agreed good to keep the traditions for boys            Annette to email request for assistance            Event templates to be completed</p>	<p>Annette email helpers for 6/9</p> <p>Cheryl to complete event and money forms</p>
8.5	<p><b>Pavers</b>            Cheryl discussed pavers package as opportunity to acknowledge the schools 80<sup>th</sup> anniversary. Pavers purchased and message conveyed on it. Need school to consider whether there is room for the pavers/where to put them/ how?            Further costs to be collated and discussed further. Possible project for this year</p>	<p>School confirm where to put pavers            Cheryl to bring sample</p>
9	<p><b>Instrumental Music Program report</b>            Jeff provided an overview</p> <ul style="list-style-type: none"> <li>• Burwood Girls Inner West Festival on <b>Sunday 26 July</b>              Opera House,</li> <li>• Expanding Horizons with visiting Chinese orchestra <b>August 17</b></li> <li>• Congratulations Edward Yee, HBHS student chosen as mandarin host for the Expanding Horizons event</li> </ul>	
10	<p><b>Citizenship Ceremony</b>            Next events September 3 and November 5            Reminder for donations. Last event short supply of money and/or food. Thanks to Fiona for managing. Amy and Maria working with Fiona to transition roles</p>	

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11	<p><b>Other Business</b>  <b>Next P&amp;C Forum option – Greg Sheath</b> happy to do presentation on cyber bullying.</p> <ul style="list-style-type: none"> <li>• Suggestion to look at combining with other schools for a visiting speaker, possible expenses and venues. Kathy to liaise</li> <li>• Discussed awards program for students. Request reaffirm notice time frames for parents.</li> <li>• School reinforce information on website</li> </ul>	Kathy Liaise with local P&C re joint forums
12	<p><b>Next meeting August 18</b></p> <p>Meeting closed 8.50pm</p>	

HBHS P&C Monthly Treasurers Report

*Income*

Opening Balance	<b>May-15</b>	<b>2,730.80</b>
29-Jun-15 Citizenship Ceremony	Jun15	500.00
	<i>Sub Total</i>	<b>500.00</b>

*Less Expenses*

16-Jun-15 2014 Audit		220.00
	<i>Sub Total</i>	<b>220.00</b>
	<i>Surplus/(Deficit)</i>	<b>\$280.00</b>

**Book Balance** **Jun-15** **3,010.80**

Bank Statement Reconciliation		
Balance as per Bank Statement	#156	2,908.30
Add petty cash		102.50
Total Funds Held		<b>3,010.80</b>
Add unrepresented Deposits		0.00
Less unrepresented Cheques		0.00
As per Book Balance		<u><u><b>3,010.80</b></u></u>