



Cherrybrook Technology High School Parents and Citizens Association

AGM MEETING MINUTES

Tuesday 28th March 2023 7:30pm.

The AGM opened at 7.40pm

Welcome:

Ron welcomed everyone and started the meeting

Attendance:

As per attendance sheet

Apologies:

None

Adoption of minutes of Previous AGM:

Motion to receive the minutes moved by Sue Sivam-Raja, seconded by Ron Harrop. Vote outcome carried.

Adoption of the audited reports from the previous AGM:

Motion to accept the audited reports moved by Daniel Albutt and seconded by David Aldred. Vote outcome carried.

Business Arising from Previous Minutes

None

President's Annual Report: Presented by Ron Harrop

Reflecting on the 2022 P & C year; it brought a smile to me as the last time we met with an incoming Year 7 was in 2019. So, 2022 brought back the returning of onsite learning (yes less online at home), award presentations, performances, band, meeting the Year 6 into 7 students and families. It was good to be back; good for the school, employees of the P & C, parents, and students and our community in general.

A benefit though from the past few years however has been the continued live streaming of key events to families across the globe.

However with our returning, there was a downside in Volunteer participation. We hit an all time low in Canteen volunteers sadly and this has continued into early into the new year as I write this.

| Year | Canteen Volunteers |
|------|--------------------|
| 2019 | 71 |
| 2020 | 68 |
| 2021 | 66 |
| 2022 | 51 |
| 2023 | 39 |

Many volunteers came from Year 7 originally and stayed until their children finished year 12. If I could ask for one thing from our Parent School Community, our new Year 7, 8 and 9's

if some of you may find it within you; with time permitting to consider helping out our school Canteen. It only requires a few hours possibly once a month to make such a difference.

Speaking of Volunteers, I would like to thank every member of the P & C Executive along with other members of the P & C who have volunteered their time throughout this year. There was an event of significance, the P & C appointed its first Life Member in Mr Tim Spencer. Tim's contribution to the P & C was significant, and he continues as an advisor to the P & C Federation to this day.

CTHS continued to deliver many outstanding academic results and a consistent positive learning environment. In fact, 2022 was a great year.

The P & C would like to thank the principal, Gary Johnson, his executive, academic and support teams for navigating the year so well. Your leadership and communication with both parents and students were greatly appreciated.

Whilst many projects that the P & C were looking to enact were put on hold, the P & C still worked closely with the school continuing the good work of past P & C's.

Our key project was participating in the steering group for the newly approved STEM building.

Targeted ongoing support includes:

- Canteen services and upgrades
- Student cultural, academic and welfare support
- Funding for key learning areas to supplement academic activities
- Technology support
- Catering for school events
- Support and sponsorship for school awards and presentations
- Provision of capital and minor equipment
- Facilities improvement in the school.

A big thank you to our Canteen employees and volunteers. Thank you to Chris and Irlene, and your team. You do a great job to provide a seamless service within the resources presently available.

The school Alumni Association continues to grow and deliver engaging and inspirational speakers. A special thank you to Sara Mitchinson who has now finished in her role supporting and steering this wonderful, now established initiative.

The main sources of funding for the P & C are through parent contributions and the canteen services to the students. Whilst both were down, the P & C has maintained a solid financial position. We thank the parents/carers for their continued support as it remains our biggest source of funds.

Looking forward; we welcome parents and other members of the community who are interested in joining this wonderful school P & C as it's time for a new P & C to continue the work of others past.

The P & C will continue to work closely with Gary Johnson and his team to support the school. On behalf of the P & C thank you for your support given and hope to hear in the future many more of you joining in. Spread the word.

It's been a privilege to serve on this P & C and I wish you well in the coming years.

Ron Harrop

President CTHS P & C Association

Treasurer's report: Presented by Nimali Jayatilake

As per attached documents at the end of these minutes

Election of Office Bearers and Committee Members:

Returning Officer – Brett Clements

All positions are declared open

Nominations for President:

Daniel nominated Vidit, Sue seconded – Congratulations to Vidit

Sarika nominated Sarika, Seconded by Fari – Sarika is VP 1

Daniel nominated Tyson, Sarika seconded – Tyson is VP 2

Nominations for Treasurer – No nominations for this position – it remains vacant

Nominations for Secretary - Tyson nominated Tanya Daniel seconded – Tanya is Secretary

Nominees for Executive positions (6 positions):

Daniel, Sue, David, Fari, Leo, Marcus, Kapil, Rebecca

A private vote was cast for the 6 executive positions.

The P&C Committee is:

President – Vidit Shanka

Vice President – Sarika Lumba

Vice President – Tyson Webster

Secretary – Tanya Koorey

Treasurer – Vacant

Executive 1 – Sue Sivam-Raja

Executive 2 – David Aldred

Executive 3 – Daniel Albutt

Executive 4 – Farimah Sedighi

Executive 5 – Marcus Carter

Executive 6 – Rebecca Loch

Vidit is now appointed President and will take control over the meeting.

Principal's report: Presented by Gary Johnson

Matters of Community Concern

- RIOT information evening with Michael Hawton proved to be a great success with the feedback we have received very encouraging. Once again thank you to the P&C for changing the date of this meeting to accommodate the information evening.
- The recent election result means a change of government, a new minister and changes in education policies and priorities. The school and community will be watching closely for these new directions.
- Most events have been reported in Network – hope all families are receiving email regularly. If not, please let front office know.
- The athletics carnival has been postponed due to poor weather. Now scheduled for Term 2.
- The new Science and STEM building is progressing very well. Carfax, the company responsible for the building, have stuck to the timeline and have shown care and consideration for students and staff. Regular weekly meetings have been of great

benefit to the school and the company. My thanks to Matt Townsend and Matt Fisher for their efforts in this regard.

- School development afternoon was held last week with staff completing resuscitation and anaphylaxis training.
- The school has been in discussion with Bendigo Bank and they have indicated they are keen to support the school financially. I have suggested a number of projects and further discussion will continue
- PNG link – report from Mr Clements

Curriculum and Administration

- RIOT progress – lesson plans for Year 7, then close evaluation before rolling program out any further.
- CTHS students performed well at the recent zone swimming carnival with quite a few students progressing to the regional carnival. We were second in the overall rankings. I remain concerned about the number of non-swimmers at the school given the rising rates of drownings in Australia and the fact that this area has a high concentration of pools and we are relatively close to the coast.
- Year 12 students commenced their AP3 exams last week. This can be a trying time but it is important to support the students and help them build resilience before the final exams.
- Staffing – at the present moment we are in the process of filling two vacant positions, one in TAS the other Science. Pleasingly, Mr Stanley has accepted the position of LAST and will start with us next term.
- Purpose of year 11 and Year 7 Interim reports explained ie a snapshot of how students are settling into junior secondary or senior secondary school. The report is not intended to be a guide to academic outcomes. Reports on student academic progress will be via full reports and forthcoming parent / teacher nights.

Welfare

- Year 11 Camp off to a good start.

Important dates

- Year 7 Parents / Teacher Nights begin Monday 3 April
- Thursday 6 April is the final day of term.
- Staff return to school for Term 2 on Monday 24 April.
- Student return to school Wednesday 26 April.

Other matters

Congratulations to Eddie Woo, confirmed as Professor of Practice at the University of Sydney where he will work on a part time basis while remaining at CTHS

Nomination of Auditor:

Motion to appoint Doug MacColl to continue on as our auditor for our financial reports for 2023 was moved by Ron Harrop and seconded by Sue Sivam-Raja

Correspondence in/out:

None was received

Alumni report: Presented by Sue Sivam-Raja

The Alumni Committee is working to drive alumni engagement to support various events during 2023. We are committed to helping our students set up for success, making informed career decisions and improving their knowledge of "life after school".

Bi-Monthly Meetings to review Alumni strategy and ongoing work:

- 23rd Feb 2023
- Coming Up 4th April 2023

Alumni Committee has resumed its' activity to connect with Alumni network:

- To source more CTHS Alumni volunteers to uptake roles in the team including content/ marketing support.
- Via Social Media to share high achievers posts, testing activity for targetted events to increase Alumni activity & support.

Canteen Report: - Tyson Webster

We purchased 2 new ovens for the canteen. They will be delivered and installed over the Easter school holidays.

We are still looking for a casual employee for a Monday shift. Several people have been interviewed over the past few weeks.

Our suppliers have been issued price increases to their stock. In turn we will need to increase some of our canteen items prices for the start of term 2 so as not to absorb the suppliers costs.

As you have heard in our discussions, we are desperately low on parent volunteers for the canteen. Numbers decreased dramatically over the covid years and have not bounced back. Please consider helping out, especially Fridays – they are very busy.

The new ovens were a major purchase from the P&C funds but we had no choice as it wasn't viable to do repairs and the old ones are not operating well after many years of service.

We try very hard to keep the price rises to a minimum on the food and drink items in the canteen as the canteen is there as a service for the school. We haven't had price rises for a very long time, but this year we will have to increase the prices possibly a few times.

Treasurer's Report: - Nimali Jayatilake

We are using an updated version of MYOB to process wages etc

We will put forward nominations for signatories on our accounts.

Ron's advice is to have the President, a Vice President, Treasurer and Secretary as signatories on our accounts.

A motion was raised to have the Executive Members (5) become signatories on our bank accounts, and to carry this motion forward should a new bank be selected. Motion raised by Vidit Shankar and seconded by David Aldred. The vote outcome was carried.

General Business:

Fari: Can the information regarding the need for the canteen volunteers be in the newsletter? Brett will ask that the information is brought up closer to the front of Network Newsletter.

A comment about some year 8 parents asking if the contributions are voluntary and what they are used for etc. Could we have some information about what the contributions are used for.

Gary will put some information together for the newsletter.

Sue – Could there be a little summary of what the P&C does to inform the parents that are unaware of what happens.

Guest speaker for next meeting will be from the maths KLA.

\$30 in member fees to be banked from AGM memberships

Next meeting: Tuesday 2nd May 2023

Meeting closed – 9.05pm