



# Cherrybrook Technology High School Parents and Citizens Association

## GENERAL MEETING MINUTES

Tuesday 14<sup>th</sup> June 2022 7:30pm.

Meeting opened 7.40pm

### **Present:**

As per sign on book

### **Apologies:**

Gary Johnson, Sara Mitchinson, Tyson Webster, David Aldred

### **Welcome:**

Introduction to Alison Gatt who heads up the Wellbeing program.

Presentations are prepared for each year group or groups such as years 7-9, across the school.

These include:

Drug and Alcohol Awareness

Digital Distraction

Life Choices

Consent Labs

Road Trauma Forum

Backflips against Bullying

Walk the talk

Thank you for the presentation.

### **Adoption of previous minutes proposed by:**

Esha and Sue

### **Business Arising from Previous Minutes:**

None

### **Principal's report: - Matt Townsend**

Building project (STEM building) is still on hold due to unresolved issues regarding some trees with Hornsby Council.

The school will be without power for around 10 days during the school holidays to complete the new major circuit board power supply to complete the cooler classrooms project.

We have been approved a sustainability grant to replace the school to LED lights. This will start in the next few weeks. These are far more energy efficient. We will be granted some additional solar energy with this grant.

All the damage to classrooms from previous storms have started to be remedied and refurbished.

### **Treasurer's Report:- Presented by Ron Harrop on behalf of Nimali Jayatilake**

*See attached at the end of the minutes*

#### **Canteen Report: - Carl Runde**

New staff member is doing well – Nicole.

Lunch orders have increased by 20% and revenue is up by 30% (since 2019)

There is a review regarding Flexischools looking at Munch Monitors and what both have to offer and differences.

Some suppliers are adding a petrol surcharge.

Many costs have gone up such as fruit and vegetables – quite expensive due to the floods earlier in the year.

Trolleys – when are we getting them?

Dishwasher needs repairing or replaced – repairs cost around \$1,000 – new machine is around \$10,000

Committee discussed and opted to go ahead with the repair cost.

Teachers are supervising for about the first 10 minutes of lunch – it is very busy especially on Friday's.

Canteen refurbishment – is still a while away.

The canteen staff work very hard.

The fatigue mat is much appreciated and could use a few more.

Volunteer lunch went well and we farewelled Debbie after 21 years of service.

Vidit: A suggestion is to have a recognition evening instead of a lunch so it allows for all school volunteers to be invited as well as the P&C. Something to be considered henceforth

#### **Alumni report: - Brett Clements on behalf of Sarah Mitchinson**

##### **Current Alumni**

LinkedIn – 1875

Facebook – 730

Instagram – 121

**Weekly social media posts** - which include school news, throwbacks & monthly profiles of our Alumni

**Alumni event confirmed** - Tuesday 30 August

#### **Federation Report: - Ron Harrop**

There has recently been a large disconnect, especially with year 7 and 8 parents that was discussed at an online forum.

#### **General Business:**

Year 8 parent / teacher interviews – unhappy parents.

Brett asked Ron to forward him the emails and he would make contact with them.

Olivia: - there was an email sent out that the language was quite strong saying if you miss out there would be no other opportunity. Some parents were not happy with this being the only formal opportunity to discuss their child for the year.

Matt – Gary and Rebecca had a look at the booking schedules and could only see a few teachers that were completely booked out.

Matt will go back to both Gary and Rebecca with feedback.

Olivia – I would like to ask about study skills workshops to be introduced to the younger years as well as the older year groups.

How do we prepare our children?

Matt: - We used to run study skills. We stopped these due to the feedback we got from the kids that it was pointless. It is something we should look to revisit.

Next P&C speaker – suggestions?

Brett will do a presentation on what activities, groups and clubs are available to the students at CTHS

Ron – to follow up with setting up a P&C email address through @cths

P&C to send an email around to executive to book a table for the Trivia night next Friday.

**Correspondence In and Out:**

Nil

Meeting closed at 8.50pm

**Next meeting:** Tuesday 26<sup>th</sup> July 2022

# Balance Sheet

CTHS P&C Association - Canteen  
28-44 Purchase Road, Cherrybrook NSW 2126, Australia

Accrual mode  
31 May 2022

ABN: 88141673059 Generated 14 Jun 2022

		Total
<b>Asset</b>		
<b>Banking</b>		
1-1110	Bank Account Transactional Account	2,589.32
1-1130	Cash Float	300.00
1-1160	Westpac term Deposit	106,846.47
1-1170	P & C Canteen Transactional account	177,038.29
1-1180	Long Service Leave Accrual	14,434.81
1-1190	P & C Assoc Grounds Maintenance	97,541.82
Total Banking		398,750.71
<b>Current Assets</b>		
1-1320	Year End Inventory Value	4,003.27
Total Current Assets		4,003.27
<b>Fixed Assets</b>		
1310	Canteen Equipment	9,514.58
Total Fixed Assets		9,514.58
1-1131	VR Mastercard prepay	300.00
1-1132	CP Mastercard prepay	300.00
Total Asset		412,868.56
<b>Liability</b>		
<b>Credit Card</b>		
Total Credit Card		0.00
<b>Current Liabilities</b>		
2-1800	Accounts payable	8,923.51
2-2000	Long service leave payable	14,433.74
2-2600	PAYG withholdings payable	3,045.75
2-3200	Superannuation payable	1,962.92
Total Current Liabilities		28,365.92
<b>Long Term Liabilities</b>		
Total Long Term Liabilities		0.00
3-9999	Historical balancing	103,369.32

Total Liability	
Net Assets	384,502.64
28,365.92	

Equity		
Current Earnings		
3-1800	Current year earnings	10,418.79
Total Current Earnings		10,418.79
Retained Earnings		
3-1600	Retained earnings	270,714.53
Total Retained Earnings		270,714.53



# Profit and loss

CTHS P&C Association - Canteen  
28-44 Purchase Road, Cherrybrook NSW 2126, Australia

Accrual mode

01 Jan 2022 - 31 May 2022

ABN: 88141673059 Generated 14 Jun 2022

		Total
<b>Income</b>		
4-1000	Canteen Sales	147,578.24
Total Income		147,578.24

<b>Less Cost of Sales</b>		
5-1005	Bakery	9,875.34
5-1010	Milk	6,339.59
5-1015	Drinks	12,294.91
5-1020	Dry Goods	9,424.04
5-1025	Frozen Goods	401.33
5-1030	Fruit & Veg	1,605.83
5-1035	Meats	19,535.06
5-1036	Sushi	8,504.20
5-1037	Vegetarian items	3,746.82
5-1040	Ice Cream	373.12
5-1041	Confectionary	520.14
5-1051	Condiments	1,207.52
5-51017	Dairy	1,951.79
Total Cost of Sales		75,779.69

Gross Profit

71,798.55

<b>Less Expense</b>		
6-1300	Bank charges	2,038.15
6-2200	Printing & stationery	302.68
6-2700	Online Ordering	1,487.81
6-3000	Package Wrap	2,079.14
6-3100	Miscellaneous	56.50
6-3200	Cleaning supplies	95.46
6-4100	Canteen Equipment	567.99
6-5400	Superannuation expense	4,403.82
6-6200	Wages & salaries	46,212.84

6-6600	Work cover insurance	3,630.44
6-9210	Equipment Repairs	506.00
Total Expense		61,380.83

Plus Other Income		
8-1200	Interest income	1.07
Total Other Income		1.07

Less Other Expense		
Total Other Expense		0.00