



Cherrybrook Technology High School Parents and Citizens Association

GENERAL MEETING MINUTES

Tuesday 3rd May 2022 7:30pm.

Present:

As per sign on book

Apologies:

Sarika, Carl, Rohit

Welcome:

Introduction of the HSIE staff – Peter Hartman and Nick Ward.
Thank you for the presentation.

Adoption of previous minutes proposed by:

Daniel Albutt and Tyson Webster

Business Arising from Previous Minutes:

None

Principal's report: - Gary Johnson

Curriculum and Administration

- The school development day was very successful with a number of areas of focus these included: Explicit teaching led by Professor Wayne Sawyer and understanding the teacher accreditation process.
- Year 6 into 7 night will be next Monday 9 May – Online – virtual night.
- Year 9 &10 Parent / Teacher nights will be via TEAMS.
- COVID - Changes to close contact regulations. Additional RATs to be distributed
- “Metro” Building program all but ready for tender.
- The school bus has proved to be invaluable with lots of use now COVID restriction have been eased.
- Industrial action tomorrow – minimal supervision only.
- Staff shortages during term 1 and ongoing staffing concerns
- Work update on CCP:

Other matters

- Year 12 exams have now been completed. Staff have talked about some very pleasing results – and have also mentioned the need for greater application from some students. For a significant number of students these tests will serve as a positive wake up call. As a group they have the potential to be very, very good.

- ANZAC day ceremony was a tremendous occasion – solemn, thoughtful and completed with the upmost respect – video on the school website
- Year 11 students have commenced their AP1 exams this week. All going well thus far. Exams will continue through industrial dispute.
- Payment of contributions thus far has been excellent. Thank you to all who have contributed and encouraged others to contribute.

Important dates

- **NAPLAN** – online Week 3. Commencing 10 May

Other matters

Annual School Report is now on the school website

Treasurer's Report:

Balance Sheet

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

Accrual mode
02 May 2022
ABN: 88141673059
Generated 02 May 2022

		Total
Asset		
Banking		
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	166,080.13
1-1180	Long Service Leave Accrual	14,434.19
1-1190	P&C Assoc Grounds Maintenance	97,541.82
Total Banking		387,791.93
Current Assets		
1-1320	Year End Inventory Value	4,003.27
Total Current Assets		4,003.27
Fixed Assets		
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		401,909.78
Liability		
Credit Card		
Total Credit Card		0.00
Current Liabilities		
2-1800	Accounts payable	6,978.95
2-2000	Long service leave payable	14,433.74
2-2600	PAYG withholdings payable	1,167.75
2-3200	Superannuation payable	1,418.46
Total Current Liabilities		23,998.90
Long Term Liabilities		
Total Long Term Liabilities		0.00
Total Liability		23,998.90
Net Assets		377,910.88
Equity		
Current Earnings		
3-1800	Current year earnings	3,827.03
Total Current Earnings		3,827.03
Retained Earnings		
3-1600	Retained earnings	270,714.53
Total Retained Earnings		270,714.53
3-9999	Historical balancing	103,369.32
Total Equity		377,910.88

Profit and loss

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

Accrual mode
01 Jan 2022 - 30 Apr 2022
ABN: 88141673059
Generated 02 May 2022

		Total			
		Actual	Last Year	Var \$	Var %
Income					
4-1000	Canteen Sales	98,226.52	113,512.73	15,286.21 ↓	13.5% ↓
Total Income		98,226.52	113,512.73	15,286.21 ↓	13.5% ↓
Less Cost of Sales					
5-1005	Bakery	7,027.91	10,874.41	3,846.50 ↓	35.4% ↓
5-1010	Milk	4,300.73	4,951.01	650.28 ↓	13.1% ↓
5-1015	Drinks	9,148.42	11,513.93	2,365.51 ↓	20.5% ↓
5-1020	Dry Goods	6,114.53	5,792.32	322.21 ↑	5.6% ↑
5-1025	Frozen Goods	401.33	537.32	135.99 ↓	25.3% ↓
5-1030	Fruit & Veg	925.62	908.85	16.77 ↑	1.8% ↑
5-1035	Meats	13,377.41	17,687.16	4,309.75 ↓	24.4% ↓
5-1036	Sushi	6,254.80	7,496.00	1,241.20 ↓	16.6% ↓
5-1037	Vegetarian items	2,299.56	3,523.85	1,224.29 ↓	34.7% ↓
5-1040	Ice Cream	177.41	165.26	12.15 ↑	7.4% ↑
5-1041	Confectionary	447.64	847.26	399.62 ↓	47.2% ↓
5-1050	Misc - Canteen Supplies	-	-782.10	782.10 ↑	100.0% ↑
5-1051	Condiments	940.62	991.76	51.14 ↓	5.2% ↓
5-51017	Dairy	1,291.17	1,638.99	347.82 ↓	21.2% ↓
Total Cost of Sales		52,707.15	66,146.02	13,438.87 ↓	20.3% ↓
Gross Profit		45,519.37	47,366.71	1,847.34 ↓	3.9% ↓
Less Expense					
6-1300	Bank charges	1,677.03	2,032.28	355.25 ↓	17.5% ↓
6-2200	Printing & stationery	302.68	288.17	14.51 ↑	5.0% ↑
6-2700	Online Ordering	968.32	917.04	51.28 ↑	5.6% ↑
6-3000	Package Wrap	1,320.31	1,666.53	346.22 ↓	20.8% ↓
6-3100	Miscellaneous	1.00	-	1.00 ↑	-
6-3200	Cleaning supplies	60.43	181.41	120.98 ↓	66.7% ↓
6-4100	Canteen Equipment	54.10	12.66	41.44 ↑	327.3% ↑
6-5400	Superannuation expense	3,207.12	2,671.94	535.18 ↑	20.0% ↑
6-6200	Wages & salaries	33,801.03	29,468.83	4,332.20 ↑	14.7% ↑
6-6600	Work cover insurance	-	3,418.15	3,418.15 ↓	100.0% ↓

		Total			
		Actual	Last Year	Var \$	Var %
6-9210	Equipment Repairs	-	759.36	759.36 ↓	100.0% ↓
Total Expense		41,392.02	41,416.37	24.35 ↓	0.1% ↓
Operating Profit		4,127.35	5,950.34	1,822.99 ↓	30.6% ↓
Plus Other Income					
8-1200	Interest income	0.45	0.68	0.23 ↓	33.8% ↓
Total Other Income		0.45	0.68	0.23 ↓	33.8% ↓
Less Other Expense					
Total Other Expense		0.00	-	0.00	-
Net Profit		4,127.80	5,951.02	1,823.22 ↓	30.6% ↓

Canteen Report:

There are currently 52 volunteers on the roster, they are looking to register more people. Please do a shout out if you know anybody that can volunteer for a day a month or a few hours.

Volunteer lunch is on the 25th May 2022 from 12-2pm.

Alumni Report:

The alumni is going from strength to strength.

A joint visual arts – TAS event is being arranged to be held in August. We will have a guest speaker at this event.

Our Instagram page continues to grow – CTHS Alumni page – please feel free to follow us.

P&C Nominations:

There were 2 vacancies left open from the AGM and we are looking to fill these positions tonight; Treasurer and 1 position on the Executive

Nomination for Treasurer: Nimali Jayatilake

Ron Harrop and Sue Sivam-Raja

Nomination for the position on the executive: David Aldred

Ron Harrop and Tyson Webster

Westpac Banking signature authorities on accounts:

For both online and branch operations to include:

Treasurer: Nimali Bandara (with full administrator rights on all accounts)

President: Ron Harrop (existing authority)

Vice President: Vidit Shankar (add new)

Secretary: Tanya Koorey (add new and administrator/signatory)

Retain: Helen Wrench (Co-opted Treasurer assistant)

Remove: Tim Spencer and Michelle Commens from the accounts.

General Business:

Any suggestions for a staff presentation for the next meeting?

Student wellbeing presentation was nominated.

Correspondence In and Out:

Nil

Next meeting: Tuesday 14th June 2022