

Barrenjoey High School

P&C Association

Wednesday 4th November, 2020

MINUTES

Meeting opened at 6:10pm

ATTENDEES: Mark Robinson, Kalinda Hawson, Simon Bateson, Christy Bishop, Cilla Cole, Nicki Inger, Jenny Parkes, Sam Bateson

APOLOGIES: Sheridan Binns, Clare Hawkins

REVIEW AND APPROVAL OF MINUTES: Minutes from 9th September meeting reviewed and approved by Simon Bateson, seconded by Christy Bishop.

CORRESPONDENCE:

Letter from Susie Burns (Canteen & Uniform Store) received requesting a pay increase. The P&C forwarded this on to the Canteen and Uniform Store Committee to respond.

PRINCIPAL'S REPORT (Mark Robinson):

- Thank you for the welcome; it's great to be the new BHS Principal. It's been a very busy few weeks trying to get to know everybody and who does what. Trying to be as visible as possible. Passionate about wellbeing.
- Staffing
 - Fiona Gudmunson new head of CAPA; starts next Monday
 - Sarah Saunders now substantive head of Welfare
 - Wellbeing structure being reviewed; there will be an assistant year advisor for every year. This is in addition to each year group's existing year advisor and Head Teacher
 - 2 new HSIE staff)
 - New English position) starting next year
 - 1 new TAS position)
 - 1 new CAPA teacher – start date to be confirmed
- School Strategic Improvement Program (SIP)
 - Start of a new 4 year plan. Looking at strategic directions
 - Focus on literacy
 - Will be working with feeder primary schools to share data and information
 - Staff survey has been completed as part of the SIP consultation process. Parent survey coming out early next week. Student survey to be completed also.
- COVID
 - No major changes to what is currently in place
 - Parents still not allowed onsite
 - Student gatherings still done in year groups
- HCS – going well. One problem with 1st online exam (Science Extension) with technical issues across the state. Students will not be disadvantaged. HSC exams finish 11th November

PRESIDENT'S REPORT (Kalinda):

- Welcome to Mark Robinson
- Thank you for the beautiful tree and pot for Guy and me on the passing of Guy's father
- P&C Art Acquisition - the Front Office has taken down some of the purchases of the P&C Art Acquisition Project. We need to decide where these artworks will be stored as they are owned by the P&C.
- Canteen
 - JobKeeper has finished
 - Susie Burns has requested a pay increase – see attached letters regarding this issue from the C&US Committee
 - Should be able to move \$25,000 over at the next meeting – this is mainly because of JobKeeper as three staff were paid for by the government for 6 months
 - Di Cutrie organized for Kirsten Higgins to cover off some HR issues. Kirsten will present at the next meeting as she was unable to attend this meeting.
- Learning Hub – Congratulations to Ian and the school. The new learning hub is excellent and the kids love it.
- Little Shop of Horrors – sadly this has had to be shelved for 2021.
- Buses – the new buses have arrived and are proving to be very useful
- Year 12 – congratulations to the school and students for their excellent handling of the HSC examinations
- Hall Deck Lights – will feature on the Christmas Card this year
- School – no parents on the school grounds unless they come in the front gate and sign in.
- International Teachers Day – the teachers were extremely grateful for the morning tea the P&C put on for them last Friday
- Budget Meeting – a meeting should be set down for two weeks time to discuss the budget for 2021. Suggest that Cilla, Kalinda and Simon be in attendance as P&C representatives, together with Mark and Felicity from the school

Student Representative Council (Lani Blackman):

No report. SRC senior leaders on leadership camp today/tomorrow

TREASURER'S REPORT (Cilla):

See attached P&L and Balance Sheet reports.

25K up in Canteen & Uniform Store contributions

Fund raising down 12.5K

Profit & Loss Statement

January 2020 To October 2020

Income		
P&C Contributions		\$15,173.00
Canteen		\$20,000.00
Uniform Store		\$55,000.00
Fund Raising		
Other Fundraising	\$3,017.42	
Fundraising Cookbook	\$1,680.00	
Grants	\$12,389.00	
Interest Income P&C		\$50.06
Interest Income Building Fund		\$40.78
Total Income		\$107,350.26
Gross Profit		\$107,350.26
General Expenses		
Accounting Fees		\$330.00
Bookkeeping		\$2,816.00
Affiliation Fee/Insurance		\$1,628.00
Special Events and gifts		\$1,320.27
Fundraising & Mkting Expense		\$3,050.00
School Curriculum Support wellbeing	\$7,000.00	
Total School Curriculum Support		\$7,000.00
Total General Expenses		\$16,144.27
Operating Profit		\$91,205.99
Net Profit/(Loss)		\$91,205.99

This report includes Year-End Adjustments.

Balance Sheet

As of October 2020

Assets		
Current Assets		
Cash On Hand		
Westpac Cheque Account	\$29,414.12	
Westpac Building Fund	\$20,232.06	
P & C Cash reserve	\$74,746.20	
Building Fund Cash Reserve	\$37,841.66	
Art Acquisition	\$2,188.35	
Total Cash On Hand		\$164,422.39
Total Current Assets		\$164,422.39
Property & Equipment		
Equipment		
Equipment at Cost	\$1,070.30	
Total Equipment		\$1,070.30
Total Property & Equipment		\$1,070.30
Total Assets		\$165,492.69
Liabilities		
Net Assets		\$165,492.69
Equity		
Retained Earnings	\$74,286.70	
Current Year Earnings	\$91,205.99	
Total Equity		\$165,492.69

This report includes Year-End Adjustments.

P&C SUB COMMITTEE REPORTS:

Band Committee (Clare & Sheridan):

No report.

Canteen & Uniform Store (Kalinda):

See President's report

Barrenjoey Community Performance Space Steering Committee (Christy):

- Still chasing grants for seats, blinds etc
- Next rounds of grants to be looked at next year

Fundraising (Kalinda/Claire):

No report – no fundraising activities due to COVID.

GENERAL BUSINESS:

Nil

Meeting closed at 7:10pm

Next Meeting (AGM): Wed 2nd December 2020