

CSHS P&C Association Inc



180723 CSHS P&C General Meeting

When	23 Jul 2018 at 19:30
Location:	Admin Conference room - Churchlands Senior High School, 20 Lucca St, Churchlands WA 6018, Australia
Chairperson	Kate Sinfield
Minute taker	Brendon Flaherty
Present	Marina Biddle , Rachel Clegg , Tanya Crewe , Brendon Flaherty (Secretary / WACSSO Rep), Catherine Fontana , Matt Gaunt , Shirley Godfrey , Tracey Gralton , Natasha Guest , Neil Hunt , Gill Kenny , Chris Knott , Sandie Lam , Chris Porteous (School Board Representative), Jane Powell (Communications), Kathy Putt , Kirrilie Schluter , Kate Sinfield (President), Ken Taylor (Vice President)
Apologies	Katie Almeida , Bridget Barry , Kylie Bishop , Brad Caldwell , Geraldine Day-Perkins , Melody de Wit , Raelene Lovick , Kelly Lyndon (Uniform Shop Coordinator) , Shaniah Lyndon , John Mackenzie , Miranda Overmeire , Katrina Tap , Jennifer van den Hoek

Minutes

1. Welcome

The meeting opened at 7:30 pm

Kate welcomed everyone to our fifth meeting for the year.

There was a misunderstanding around changing the start time for meetings. Apologies were given and the motion was moved to General Business.

2. Confirmation of Minutes of previous meeting

The minutes had been previously circulated.

Decision

The Minutes of the General Meeting of 11 June 2018 were moved, voted & ACCEPTED as being a true record.

3. President's Report

Kate presented her report.

[📎 180723_President_Report.pdf](#)

4. Principal's Report

Neil presented his report.

- Pool remedial works are now out to tender and emptying to commence in early August.
- The school is also looking at getting a second commercial kitchen next to E6

[📎 180723_Principals_Report.pdf](#)

5. Treasurer's Report

Kate presented Nandita's 30 June report.

[📎 180723_Treasurer_Report.pdf](#)

5.1. Spending Requests & Suggestions

Two items were presented from the Finance Committee.

Tracey also presented the alumni proposal for \$7,964 to enhance the Alumni webpage to feature former students.

[📎 180723_Funding_Request_-_CNC_Mill.pdf](#)

[📎 180723_Funding_Request_-_My_Friends.pdf](#)

Decision

Moved, voted & ACCEPTED to donate \$3000 for the new Tomach 4040 CNC Mill

Moved, voted & ACCEPTED to donate \$1600 for the My FRIENDS Youth program

Moved, voted & ACCEPTED to donate up to \$8000 for the alumni proposal - Gill volunteered to negotiate a reduced fee if possible

6. Communications

Jane presented a verbal report.

- Busy term 3 and waiting on 6PR decision re outside broadcast (6am-9am) definitely 8:30 to 2:30 for the Good2Grow
- There were lots of events to advertise

7. Music Parents' Report

Tracey presented a verbal report.

- Music tour was very successful
- Lots of events over the holidays as well
- First Aboda concert already and the next one later this term
- The MPC are having difficulty with parking and need a volunteer coordinator

8. Uniform Shop

Kate presented Kelly's report (Natasha's report attached)

- Feedback that the music cargo pants were well loved

 [180723_Uniform_Manager_Report.pdf](#)

9. YouthCARE

Gill presented her verbal report

- All four dates for fundraising activities have now been set
 1. 7 pm - 11 August - Chaplaincy Dinner - Gill asked for volunteers to make 2 casseroles, 2 salads, 2 deserts, etc and the event is at St Nicholas Hall opposite Floreat Forum shopping centre
 2. 5pm-7pm - 1 September - Music Concert in the Paul Latham auditorium - Andrew Winton, the Providence Choir and students will be performing
 3. 6 October - Bunnings Innaloo sausage sizzle
 4. 13 October - YouthCARE Quiz Night at St Nicholas

Advertising would start soon

10. Act-Belong-Commit

Chris presented his report:

- Last year's event was in the hall and was similar to an expo with stalls from different groups
- Kids were asked to fill in a questionnaire for a cupcake reward and this gave some good feedback
- It was a great event
- 30 Aug is the date for this year
- Chris asked for any recommended groups who could present at the day -

[📎 180723_ABC_Report.pdf](#)

Decision

Moved, voted & ACCEPTED to donate \$2750 to the ABC committee for prizes on the day (\$1 per student)

11. School Board

Chris presented a verbal report

- The last meeting minutes were only just out and Neil had covered most of the items
- Western Power has approved the Solar Panel project so this is expected to be tendered out shortly and hopefully operating by the end of the year.

12. ICT

- No report

13. Good2Grow (1 September)

Tanya presented her report

- Almost ready to print the forms and brochures
- 6PR gardening show likely as an outdoor broadcast - TBC
- Next meeting 1 August in Scarborough - contact Tanya
- All new volunteers welcome

[📎 180723_Good2Grow.pdf](#)

14. Fathering

John had sent his apologies:

- Brendon read John's report

[📎 180723_Dads_at_Churchlands.pdf](#)

15. Quiz Night (17 August)

Kathy presented her report (attached)

- Quiz night is a very good way to get information out to the community
- Kathy will be looking for volunteers shortly
- Also need volunteers to roll up the carpets on Saturday morning
- Neil suggested talking to Arlene re companies that the school spends lots of money with who might donate

[📎 180723_Quiz_Night_Report.pdf](#)

16. General Business

The annual second hand uniform/ book sale was briefly discussed as this is supposed to be coordinated by the Uniform shop staff, but there has been no handover in the past. Kate volunteered to discuss this event with Kelly and Natasha and look at whether a facebook page would be viable.

16.1. Correspondence

The WACSSO eNews is sent out to interested parties only. Brendon & Kate get the notice and will forward to all as they come out.

[📎 180723_WACSSO_eNews__Term_2__Edition_3.pdf](#)

16.2. 2019 Calendar Dates

General agreement to keep dates similar to 2018 with Kate to discuss with Neil.

[📎 CSHS_Outlook_2019_Calendar_-_Internal.pdf](#)

[📎 2019_P_C_Calendar.pdf](#)

Tasks

✓ Finalise 2019 P&C dates with Neil

Assignee: Kate Sinfield

Due date: 10 Aug 2018

16.3. Future Meeting Times

There had been a previous unofficial discussion regarding changing the start time for General Meetings to 7 pm.

This was discussed and a vote taken. Kate said the aim was to finish meetings by 9:30 pm or earlier.

Decision

Moved, voted & REJECTED move to 7pm meeting start time.

16.4. Election of a new Treasurer

Shirley Godfrey and Catherine Fontana had nominated for the role and presented briefly at the meeting.

As Catherine lived quite some distance from the school she withdrew her nomination. Shirley was elected unopposed.

[!\[\]\(eafc244b53721dd1ec133f0772f70fc7_img.jpg\) 180723_Treasurer_Application_-_Shirley_Go....pdf](#)

[!\[\]\(d3fb9f94af8b26d1c844efa9a98805b0_img.jpg\) 180723_Treasurer_Application_-_Catherine_....pdf](#)

17. Next General meeting - 27 August

Meeting concluded at 9:36 pm.

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of 180723 CSHS P&C General Meeting on 23 Jul 2018

Summary of Matters Arising

Decisions

Item	Decision
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2.	The Minutes of the General Meeting of 11 June 2018 were moved, voted & ACCEPTED as being a true record.
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5.1	Moved, voted & ACCEPTED to donate \$3000 for the new Tomach 4040 CNC Mill Moved, voted & ACCEPTED to donate \$1600 for the My FRIENDS Youth program Moved, voted & ACCEPTED to donate up to \$8000 for the alumni proposal - Gill volunteered to negotiate a reduced fee if possible
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10.	Moved, voted & ACCEPTED to donate \$2750 to the ABC committee for prizes on the day (\$1 per student)
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16.3	Moved, voted & REJECTED move to 7pm meeting start time.
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Tasks

Item	Task	Assigned to	Due date
16.2	Finalise 2019 P&C dates with Neil	Kate Sinfield	10 Aug 2018

Summary of Attachments

Attachments

Item	File Name
3.	180723_President_Report.pdf
4.	180723_Principals_Report.pdf
5.	180723_Treasurer_Report.pdf
5.1.	180723_Funding_Request_-_CNC_Mill.pdf 180723_Funding_Request_-_My_Friends.pdf
8.	180723_Uniform_Manager_Report.pdf
10.	180723_ABC_Report.pdf
13.	180723_Good2Grow.pdf
14.	180723_Dads_at_Churchlands.pdf
15.	180723_Quiz_Night_Report.pdf
16.1.	180723_WACSSO_eNews__Term_2__Edition_3.pdf
16.2.	CSHS_Outlook_2019_Calendar_-_Internal.pdf 2019_P_C_Calendar.pdf
16.4.	180723_Treasurer_Application_-_Shirley_Go....pdf 180723_Treasurer_Application_-_Catherine_....pdf

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [180723 CSHS P&C General Meeting](#)

CSHS P&C
Presidents Report
23rd July 2018

- I met with John Gillon in his position as Chair CSHS Board and the Founder of the CSHS Foundation to discuss how our P&C strategy can link in with the Board & Foundation strategies. Currently the Foundation are completing the Solar project and will then look at what's next.
- Let's create a fun event for P&C, Board & Foundation members to get together, perhaps in the library or other school venue to socialize, network etc.
- Nandita Norath has resigned as Treasurer and we thank her for all her work. We have 2 applications for the position that we will be voting on later in the meeting.
- The Treasurers report to 30 June has been circulated and finances are in order. Ken Taylor has been added as an authorisation on the bank accounts.
- There are 2 matters arising from the School Finance Committee attached to the Treasurers Report. 1. My Friends Youth Program \$1600.00 and 2. Tomach CNC 4040 MILL \$3000.00. Please let's vote on these submissions that have been approved by the Finance Committee and forwarded to the P&C for approval and funding.
- The bookkeeping has been moved from MYOB to Xero so that we can integrate with Vend the new uniform shop POS. The MYOB cost was \$125 per month and Xero is now \$75 per month, a saving of \$600 per year and full integration which will make reporting and the uniform shop manager and bookkeeper's jobs much easier.
- The P&C email accounts have been transferred as discussed at the last meeting.
- P&C contributions; whether to have as Tax Deductible building fund contributions or just as general funds. This discussion is to be rolled over as there is not enough information yet to present. It may be that we have both types available to parents or vary year to year as required. To be discussed further.
- I will be attending the WACSSO Conference on 18/19 August to learn.
- Liquor License application is still in progress.

Kate Sinfield

CHURCHLANDS SENIOR HIGH SCHOOL P&C

Principal's Report – 23 July 2018

1. The Finance Committee met on Thursday June 14 and approved the contributions and charges as submitted via faculties. These documents were approved by the School Board meeting on June 28.
2. School Calendar is constantly being updated for 2019. The latest version is attached and P&C events can be added by emailing Helena at school.
3. Update on Minor Works:
 - The HASS office has been completed over the holidays creating four new office desk spaces and their Seminar room has been carpeted and is fully functional.
 - Work commenced on the ICT office during the term break and is close to completion.
 - The new bike compound adjacent to the Arts building is finished and available for student use. It will be locked between 9:20 and 3:00pm. As part of this project we also moved the fence line reclaiming significant grassland which will be turned into additional lawn space.
4. Update on Major Capital Works:
 - The costings for the resurfacing of the pool has been approved at a little under \$400 000. The pool is now out of use with water pumping to commence beginning of August.
 - Hale and Lucca Street fencing has been approved at approximately \$590 000, which is within expectation. Approval has been given to commence and works will begin shortly.
5. The Student Selection Online (SSO) portal is now open for years 9 through to 12. This is a new process for years 9 and 10 however all appears to be going as expected.
6. Year 7 for 2019 enrolments are being received. Since Mr Dunn completed his primary school visits he has discovered through a show of hands that our Year 7 numbers will be approximately 70 more in 2019 than in 2018. Enrolments have been estimated as per the following table:-

Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Totals
565	500	512	486	445	421	2929

7. The Solar Panel project has reached an important milestone with Western Power completing the Technical Compliance Report and has approved the 400Kw augmentation to their grid. Tender documents are now being developed and we hope that this can finally get underway late 2018.
- 8.

Neil Hunt
Principal
21 July 2018

CHURCHLANDS SENIOR HIGH SCHOOL PARENTS' AND CITIZENS' ASSOCIATION INC
TREASURER'S REPORT
FOR THE PERIOD ENDED 30 JUNE 2018
AND THE GENERAL MEETING ON 23 JULY 2018

FINANCIALS

BALANCE SHEET AS AT 30 June 2018

CASH

CBA General cheque	\$4,309
CBA Uniform cheque	\$3,479
CBA MPC cheque	\$29,826
CBA Building Fund	\$2,220
CBA General Saver	\$56,764
CBA Building Saver	\$20,080
CBA Building Fund term deposit	\$368,111
CBA General term deposit	\$133,187
Petty cash / Float	\$1,080
Processed for payment	(8,209)

Total Cash	\$610,847
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ASSETS

Accounts Receivable	\$58,318	<i>Includes \$56,167 Building Fund Donations</i>
Prepayments	\$5,360	
Stock on Hand	\$148,989	
Other Assets	\$2,462	

Total	\$215,129
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TOTAL ASSETS	\$825,976
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LIABILITIES

Trade & Other Payables	\$53,236
GST	(\$2,515)

TOTAL LIABILITIES	\$50,721
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NET ASSETS	\$775,255
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PROFIT & LOSS STATEMENT FOR JUNE 2018

INCOME

	June 2018	Year To Date
Uniform Shop	\$41,614	\$224,075
Event Income	\$4,129	\$29,831
Fundraising Activities	\$1,268	\$3,926
Building Fund donations	\$56,176	\$73,035
Other Donations	\$0	\$30
Interest	\$3	\$3,004
P&C Membership Fees	\$71	\$71
Total Income	\$103,261	\$333,972

EXPENSE

Cost of Sales	\$28,677	\$166,253
General & Admin Expenses	\$687	\$7,631
Event Expenses	\$2,460	\$21,910
Wages & Super	\$7,800	\$42,300
Chaplaincy Support	\$0	\$35,000
Donations to school	\$1,104	\$5,199
Total Expenses	\$40,728	\$278,293

Net Profit	\$62,533	\$55,679
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KEY POINTS

Accrued Income & Accrued Expenses

Accruals from 2017 that have since been received and paid have been tidied up.

Stock on Hand

Stock on Hand discrepancy was mainly due to the Uniform Shop recording the stock purchases for the Music Tour as Expenses instead of Stock. This has been rectified in the Accounts MYOB.

Cost of Sales

COS discrepancy again was due to the Music Tour stock not being inventoried. This has been rectified in the Accounts MYOB.

I have advised the Bookkeeper to make the necessary corrections for any minor discrepancies in Stock on Hand once the half year stocktake is complete.

P&C Membership

Membership Fee (incl GST) for 78 members has been collected for 2018.

ACCOUNTS PAYABLE

No invoice has been presented as at date for the purchase of the new PC for the uniform shop approved by the Committee in the general meeting on 14 May 2018.

Upon receiving confirmation from the Bookkeeper that complete stock has been received for invoices that fall due for payment up to 17 July 2018, I have scheduled the below payments to the suppliers so that the discounts can be availed and not missed out due to the school holidays.

Payment Date	Supplier	Amount
30/06/2018	Westwear	\$ 8,209.79
7/07/2018	Westwear & Slater-Gartrell	\$14,000.95
11/07/2018	Westwear	\$ 6,385.13
14/07/2018	Westwear	\$ 9,490.54

BANK PAYMENT AUTHORISATION

- 1) The above payments were uploaded on to the bank by the Bookkeeper on 29/06/18 who I have requested to follow up with the active authorisers for fund transfer and authorisation of the above payments.
- 2) Active authorisers of the bank accounts need to transfer required funds from the P&C Online Saver to the Uniform Shop account.
- 3) The already uploaded above supplier payments need to be authorised by two of the active bank authorisers.

BUILDING FUND DONATIONS

For the period 1 March – 20 June 2018, \$56,176 has been received in Building Fund donations bringing the total parent contributions to the Building Fund to \$73,035 for the half yearly period. The School will remit this amount to the P&C in July 2018.

Receipts have been sent out to parents for their Building Fund donations for the period January – June 2018.

I thank Claire Curtis for helping me and sending the receipts, two lots of them, on behalf of the P&C.

STATUTORY REPORTING

ATO

Staff Payment Summaries (Group Certificates)

I have sent the group certificates to the staff on 26/06/18 for the payroll year ended 30 June 2018.

Payment Summary Annual Report to the ATO

I have lodged the Annual Payment Summary Report to the ATO on 26/06/18 for payroll year ended 30 June 2018.

BAS – Apr-Jun 2018

I have lodged June 2018 quarter BAS to the ATO. No payment needs to be made to the ATO as there is a refund from the ATO- see GST on Balance Sheet.

Superannuation – Apr-Jun 2018

I have processed and paid staff superannuation to the ATO for the June 2018 quarter.

ACNC- Australian Charities and Not-for-Profits Commission

I have lodged the Annual Information Statement and the Financial Statement for 2017 on 19/06/18. Next reporting for 2018 due 30 June 2019.

INSURANCES

Public Liability, Volunteer Workers Insurance, Workers Compensation Insurance & Business Cover-Uniform Shop

All the above insurances have been paid and renewed for 01/07/18 – 30/06/2019.

SUB-COMMITTEES - OVERVIEW

UNIFORM SHOP

INCOME	June 2018	Year To Date
Uniform sales	\$41,614	\$224,075
Discounts received	\$1,096	\$4,036
Total Income	\$42,710	\$228,111
EXPENSE		
Cost Of Sales	\$28,677	\$166,253
General & admin expenses	\$1,504	\$8,683
Wages and Super	\$6,844	\$35,441
Total Expenses	\$37,025	\$210,377
Net Profit	\$5,685	\$17,734

MPC- MUSIC PARENTS COMMITTEE

INCOME	June 2018	Year To Date
ABODA-Festival Income	\$4,105	\$4,105
Internal Events	\$1,268	\$2,556
Event Parking	\$0	\$750
Event Catering	\$0	\$620
Total Income	\$5,373	\$8,031

EXPENSE

Meeting Expenses	\$0	\$165
Alcohol Purchases	\$284	\$937
Event Catering Expenses	\$1,000	\$1,000
Liquor Licences	\$0	\$212
Event General Expenses	\$378	\$621
Depreciation Expense	\$25	\$149

Total Expense	\$1,687	\$3,084
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Net Profit	\$3,686	\$4,947
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ART- ART EXHIBITION 2018

INCOME	Year To Date
Entry Fees	\$2,020
Sales	\$21,665
Bar sales	\$763
Donations	\$623
Other event income	\$453
Total income	\$25,524

EXPENSE

Alcohol Purchase	\$735
Artists Payments	\$17,332
Donations to School	\$1,104
Event Catering Expenses	\$138
Event promotion	\$666
Event General Expenses	\$310
Liquor Licences	\$53
Total Expense	\$20,338

Net Profit	\$5,186
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GOOD 2 GROW

INCOME	Year To Date
Sales	\$198
Total Income	\$198

BUILDING FUND

INCOME	Year To Date
Building Fund Donations	\$73,035
Interest-Term Deposit	<u>\$1,831</u>
Total Income	\$74,866

SUMMARY OF ACHIEVEMENTS – P&C AND THE SUBCOMMITTEES

- Implementation of Vend Point of Sale System for the uniform shop to facilitate uniform shop staff to easily manage the retail system and accurately track sales and inventory
- New all-in-one touch PC for the uniform shop
- Implementation of procedures for receiving money and making payment by the P&C
- Elimination of administrative costs recharge to the subcommittees
- Procuring additional 'Albert' eftpos machine for the P&C

As part of using MYOB to its potential I had made separate applications to MYOB-Commbank for each of the P&C's bank accounts so that bankfeeds will be received into MYOB to facilitate easy and accurate bank reconciliations. Commbank wanted to go through the authority verification all over again and unfortunately, I was leaving the P&C.

SCHOOL – SUBMISSIONS

I attended the School Finance Committee meeting on 14/06/18. The following two submissions were approved by the Finance Committee and forwarded to the P&C for approval and funding.

My FRIENDS Youth Program

For students in Year 7-9 to normalise the symptoms of anxiety and teach strategies to recover. The FRIENDS program was recommended to Tenille Wright by Lead School Psychologist Eileen Kuruckchi and has been ranked 5 stars on the MindMatters web program guide. The cost of the license is \$1,100 for 3 years and this covers the training of 5 staff members at their own pace (online and on-demand). E-books for activities are \$5.00 being an additional \$500.00 for resources. Details attached – Attachment 1

Total funds request: \$1,600.00

TOMACH CNC 4040 MILL

Submission by the Technologies department for a TOMACH computer numerical controlled 4040 mill. Details attached- Attachment 2

Total funds request: \$3,000.00

I propose that the Committee consider and vote on the submissions.

BUILDING FUND DONATIONS - PARENT CONTRIBUTIONS TO THE P&C

This section is repeated from my previous report for discussion at the upcoming general meeting on 23 July 2018. With regard to the parent contributions to the Building Fund, since the general meeting on 14 May 2018 the claim by other office bearers that *“there are several downsides to this method”* has not been supported by any point(s) as at the date of this report.

This is in response to the point that was raised in the general meeting on 14 May 2018 – *“whether we want to raise funds via the Building Fund or into general accounts”*

The P&C had made the decision a few years ago to change the Parent Contributions to Building Fund Donations for the reason that the DGR status of the Building Fund provided tax deduction benefit to the parents. This change has been validated by the increase in parent donations over the years. Below is a comparison of the funds received under P&C Contributions and Building Fund Donations

<u>YEAR</u>	<u>P&C CONTRIBUTIONS</u>	<u>BUILDING FUND DONATIONS</u>
2009	\$61,303	
2010	\$42,038	
2017		\$100,910
2018 (Jan- June 2018)		\$73,035 (amended)

- \$16,859 has been received from the School and \$56,176 will be remitted to the P&C Building Fund account by the School bringing the total Building Fund donations received to \$73,035 for the period Jan-June 2018.
- It is evident that the Building Fund's tax-deductible status benefits both the parents and the P&C.
- The scope for utilising the building funds is larger than it appears to be. For example, the building fund can be used to replace old carpeting and the current evaporative air conditioning to more functional inverters as the evaporative air conditioning used in some of the classrooms is ineffective on humid days.
- The objective of the P&C to assist the School in the provision of resources, facilities and amenities is currently being achieved by sharing the costs of big ticket items in capital works, for example the solar panels.
- The Building Fund can be used for the planned extension of the uniform shop.
- Changing the Building Fund donations to P&C contributions will not only considerably reduce the amount of funds received by the P&C but also will compromise the P&C's ability to support the School in a substantial manner.
- Further, the net surplus received from the P&C projects for 2017 are as follows and are sufficient to cover other donations to the School.

	<u>2017- NET SURPLUS</u>
Uniform shop	\$50,922
Good 2 Grow	\$10,519
Quiz Night	\$6,602
Art Exhibition	<u>\$7,377</u>
Total Net Surplus	\$75,420

To facilitate the Committee's decision, I further add the following relevant information provided by the ATO on costs payable from a school building fund:

- fixtures including security related features such as security alarms and lighting and window and door security such as grilles
- additions or extensions to existing buildings such as additional floor, room or permanent structure as well as replacement, addition of walls, doors or windows
- lease payments that relate to the building or land occupied by the building
- conditions of construction imposed by a local governing body or public authority
- repairs, painting, plumbing and general maintenance of school buildings, including costs of purchasing associated equipment
- cleaning expenses including cleaning the building floor coverings, fixtures and windows
- building insurance
- security monitoring costs that directly relate to the preservation or protection of a school building and
- administration costs of establishing or promoting the fund, including bank fees, accounting and audit costs, fundraising expenses and reasonable remuneration for the fund's administrator and staff.

I propose that the Committee members consider the above and move to retain the Building Fund's DGR status and continue to receive Building Fund donations from parents instead of P&C contributions.

I thank the P&C members and the Subcommittee members for their kind support.

Nandita Naroth

Treasurer – Churchlands Senior High School P&C Assoc Inc

30 June 2018

FINANCE COMMITTEE FUNDING
PROFORMA 2016Submission Type: Minor Works/P & C FundingDate: 1/6/18Cost Centre or Faculty TechnologiesCost Centre Manager Peter Jones

Description of item or project for which funding is sought.

TOMACH COMPUTER NUMERICAL CONTROLLED
4040 MILL.Total Funding Requested \$ 3000
(Quotation attached)

Rational for Funding

- * AUTOMATE THE MANUFACTURING OF COMPLEX
SHAPES USING 4 AXIS SYSTEMS.
- * INTEGRATION OF FUSION 360 CAD PACKAGES
- * IMPLEMENTATION OF G CODE UNDERSTANDINGS.
- * CROSS CURRICULAR IMPLEMENTATIONS RELATING
TECHNOLOGY TO JEWELLERY MAKING - STEM ACTIVITIES
AND CAD DRAWING WHERE RECD

Cost Centre Managers Signature 

Principal's Signature _____

Tormach 4040 CNC

smallmachine
BIGRESULTS

INTRODUCING THE TORMACH PCNC 440

REAL CNC FOR
SHOPS OF ANY SIZE



*Stand with wheels not included



Powered by PATHPILOT™

PathPilot is the next generation control platform for Tormach CNC products, featuring professional-level machine control with an intuitive operator interface.



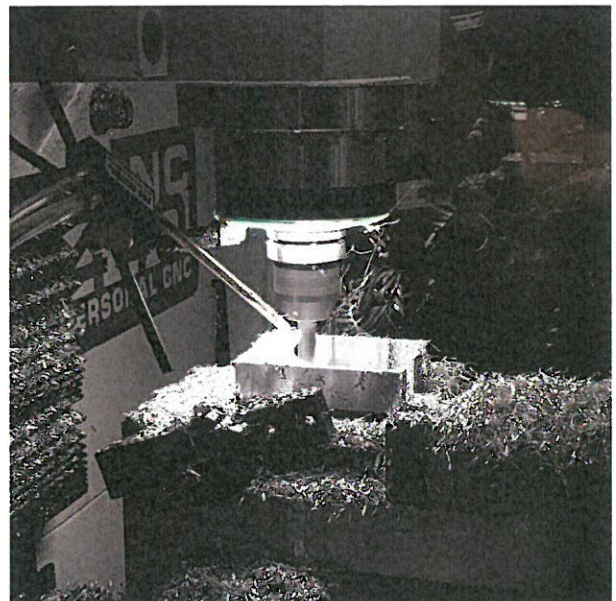
FREE CAD/CAM

This machine includes a 1 year commercial subscription to Autodesk Fusion 360™. Learn more at tormach.com/autodesk

PCNC 440 "Build Your Own" Package

Base Price Starting at \$4950

Pick and choose only those items you want. This customizable package can be configured to your particular needs. Don't need a stand? Simply remove it from your cart. Its that easy!



Technical Education Made Easier with Real Machines

September 12, 2017

Hands-on learning is quickly becoming the best-known way for students to fully grasp concepts and curriculum, especially in the world of technical education. To this end, classrooms have started to change in accommodation for this type of hands-on teaching. Because 3D printers are becoming more regular in everyday classrooms (not just tech ed rooms), machine tools, like CNC mills and lathes, are more commonplace in the shop.

There are a fair number of desktop tools (CNCs, 3D printers, laser cutters, etc.) that resemble their larger, industrial brethren, but there is still something lacking when students can't use real machines. Matt Schultz, who is the pre-engineering instructor at Lakeview Technology Academy in Pleasant Prairie, Wisconsin, says, "I don't think a 3D printer is enough... It needs to be utilized in conjunction with other pieces of equipment. We use our 3D printers and our lasers as prototyping tools before the kids get to the more advanced tools."

Fidget Spinner



Aluminium YOYO



PROPOSAL

Technology department is asking for \$ 3000 to put forward towards a Tormach 4040 CNC Mill.

This is a direction the Metals and Engineering is taking to fully automate their Technology workshop which brings real techniques in manufacturing to Churchlands Senior High School.

This machine to be shared and used by the Jewellery and CAD subject areas. Science and STEM participants welcome to participate and use in their programs.

Costs

Packages starting at \$ 6995

Technology department to fund difference between asking proposal.

CNC 4040 Starting package	= \$ 7000
School contribution	= \$ 3000

note : there is an additional cost of US Dollar exchange rate + shipping

This project is not feasible without support.

Thankyou for your time

My FRIENDS Youth Program

Proposal:

To request funding from the P&C to run a program with students in Year 7-9 to normalise the symptoms of anxiety and teach strategies to recover. The **FRIENDS** program was recommended to Tenille Wright by Lead School Psychologist Eileen Kuruckchi and has been ranked 5 stars on the MindMatters web program guide. The cost of the license is \$1100 for 3 years and this covers the training of 5 staff members at their own pace (online and on-demand). E-books for activities are \$5.00 so we would be asking P&C for an additional \$500.00 for resources.

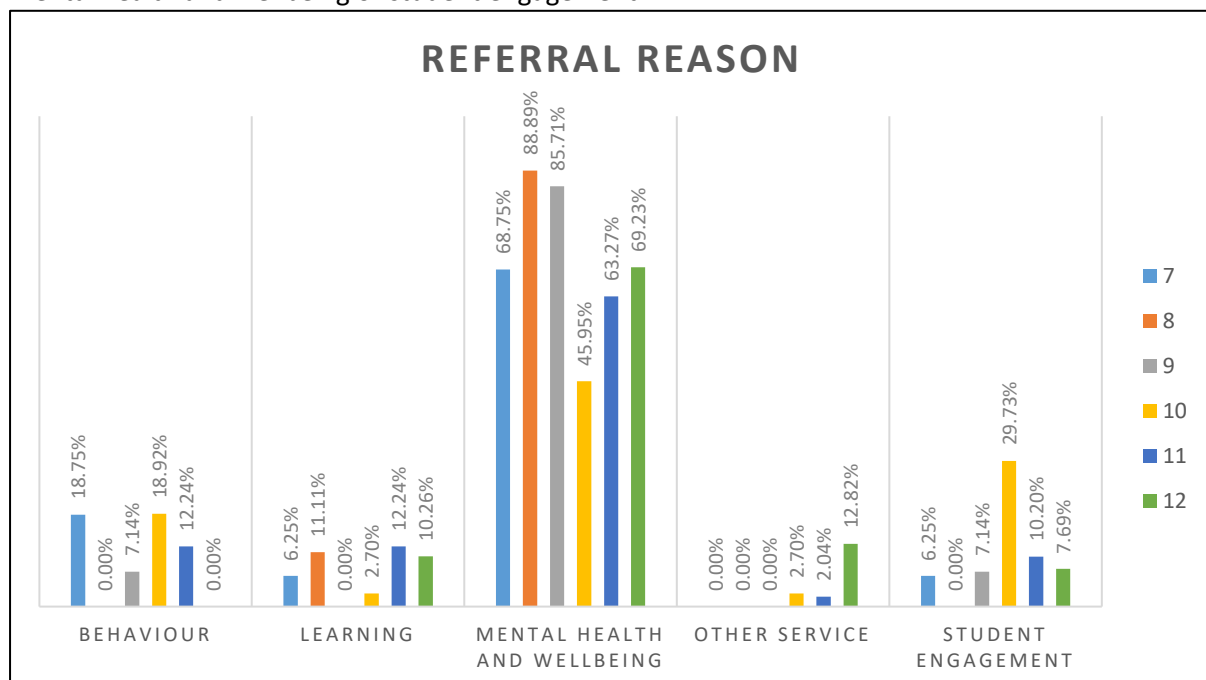
Total funds request: \$1600.00

Rationale:

In 2017/2018 there has been a significant increase in the number of students in Year 7 – 9 (both male and female) seeking support from Student Services in regards to anxiety (both diagnosed and undiagnosed), emotional resilience and other mental health concerns. This year we had the following enrolments in Year 7:

- 4 students with resource allocation for Generalised Anxiety Disorder (0.6 time) – 3 male, 1 female;
- 8 students who access external psychologists/psychiatrists for anxiety related illness – 6 male, 2 female;
- 9 students who have been highlighted by their primary school as 'anxious' – 4 male, 5 female (who are not currently receiving any support)
- There are currently 70 Year 7 students with School Psychology Service files (approximately 14% of cohort)

2017 data shows us that 41% of all school psychologist referrals (service focus) in Year 7-9 was emotional resilience and 23% were for mental health concerns. The following table shows the percentage of students referred to the School Psychology Service in 2017 for behaviour, learning, mental health and wellbeing or student engagement:



Please note that this is an underrepresentation of the School Psychology Service because doesn't include parent/staff consultation for indirect referrals. Mental Health and Wellbeing was the highest reason for referral in all year levels and significantly higher in Year 8 and Year 9.

Currently we offer 2 programs in Year 7-9 to target building resilience and support mental health:

1. Girls Wellbeing Program – this program is facilitated by MercyCare on school site and is offered to **female** students in Year 7 and Year 8. A maximum of 24 students are currently supported through this program annually.
2. Koping Program – this program is facilitated by Helping Minds and supports students who have a family member with mental health issues (Year 7 and 8).

We have identified a gap in the support we provide to junior/middle school students in regard to mental health. It is crucial that the school initiates a support program for this growing number of students and through discussions with Head of Years and Student Services Support staff, we believe this is a great opportunity to extend the Pastoral Care in the school using an evidence-based approach.

Structure of Program:

The license allows for 5 staff to be trained. We would like to train 3 House Coordinators, 1 Chaplain and 1 Junior Head of Year. These 5 staff will be responsible for running the program with small groups of students. Ideally the program will be run for 10 x 1 hour sessions in Term Two commencing in 2019. All training is online and is 'on-demand', meaning staff can pause and return when appropriate. Therefore, there will be no relief costs attached to the training. The deadline for completing the training would ideally be by the end of Term Three 2018 so that a trial can be run in Term Four 2018.

Program Information:

Detailed description

The My FRIENDS Youth Program aims to help early-teens deal with stressful situations by normalising the state of anxiety and teaching participants to regulate their emotions teaching the "Emotion Thermometer" concept. It is also designed to provide problem solving strategies, self-confidence and resilience. My FRIENDS Youth has been founded on a peer and experiential learning models where group learning processes and interaction are required for participants to practice new skills in a safe environment and actively participate, reflect on and learn from their own experience.

To help students remember the friends skills and to provide structure to the program My FRIENDS Youth uses the following acronym:

- * Feelings (try to be aware of feelings and regulate negative feelings)
- * Relax (do "relaxation" breathing, meditation and have some quiet time)
- * I try to think helpful (positive thinking)
- * Explore solutions (step plans and problem solving techniques)
- * Now Reward Yourself (quality time together doing fun activities)
- * Don't forget – be brave! (practice skills everyday with friends /family)
- * Stay happy and talk to support networks

Uniform Shop Report

June 2018



**Parents &
Citizens
Association
Incorporated**

New retail POS system

We started term 3 with a new POS system called Vend. It is web-based retail designed sale system and has significantly simplified the selling process.

All families who did not opt out are in the new system which means each sale can be linked to them creating a history for that student and allowing us to then email the receipt through to the parent email address.

Once we have settled with the new system we will progress to the next stage which is online ordering, however this will be dependent on more storage space and what arrangements will be available while the renovation takes place.

Cargo Trousers

Due to engaging a new supplier, we are now fully stocked for all sizes of cargo trousers and they remain popular as ever with students. Future cargo trouser orders will be placed with the new supplier.

Wet Weather Jacket

At the end of Term 2 we launched a new uniform item – wet weather jacket. This has been received with great success and we have had very positive feedback from students and parents.

Teal Polo

We have engaged a new supplier for the teal polo due to quality issues with the current fabric.

We have agreed with the current provider that all remaining teal polo stock will be returned once our new supplier has stocked our teal polo in the next 4-6 weeks for a credit against navy and white polos.

Stock Levels

Over the last three months I have been building up a healthier stock level of all uniform items. Apart from the teal polo transition between suppliers there is minimal risk of running out of any uniform items going forward.

2019 Leaver Jackets

The 2019 Leaver Jacket process is well under way with Megan Lebihan overseeing the processes. A team of students have had the supplier present all options to them and are currently designing and selecting their preferred options to move to the next stage with the supplier of finalising the digital sample and lastly, finalising the physical sample.

Staff

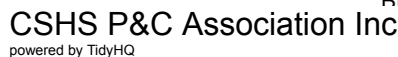
We are pleased to have Toni Fitzhardinge join the team as a regular casual team member to build our staff resources in preparation for the busiest terms (term 4 and term 1 next year).

Uniform Option and Supplier Review

As part of our commitment and responsibility to the school, students, parents and community to provide high quality, cost effective and durable garments at all times, with no interruption, I will next be focusing on engaging a review of the overall uniform offer and the suppliers via a tender (or similar) process, in consultation with the uniform reference group.

Natasha Madams

Uniform Shop Manager



RE: 180723 General Meeting

116

7/22/2018

RE: 180722 General Meeting | CSHS D&C Association Inc | Tidyl HQ

[View Full Thread \(/communicate/emails/c8cd09373911#1e9fec826682\)](#)

Good2Grow Update 23/07/2108

So the Gardening, sustainability and social impact event is slowly coming together.

The order form is almost ready for printing and will be available online as soon as we have finalised a few prices.

Soil Solver have generously offered to support an outside broadcast including the garden show with Darren De Mello and Sue McDougall by 882 6PR from 6.00 to 9 am on Sept 1. We are in discussions at the moment, but it will mean wider support and we encourage more of our own community to come along and be involved.

We have had a generous donation from C-Wise again. This time with 80 bags of the mature compost and others ordered at a good price. C-Wise already has a relationship with Churchlands as their product is already used on our grounds. They are also coming along with a stall to share their products and knowledge of organic processes.

The Perth Zoo and Nutrarich are donating a truck load of Zoo Poo and the bags for us to organise bagging.

Green Life Soil Co are again donating a \$100 voucher as an early order prize as well as supplying us with product at less than wholesale price.

Benara wholesale nursery are again donating seedlings to us which we will pick up next week.

We are only planning on having trailer mulch of one type. So there will be bagged superior mulch and trailer loads of the beautiful premium mulch donated by the City of Stirling, which we all thought was the better product last year. We still have bags and left overs will go into these as well as the possibility that people may bag their own mulch. Each year as we have had more and more product pre bagged, it has seen our profit lessen, but means less hard yakka for all!

Turf Perfect is a super fine version of the mature compost for top dressing lawns. Also adding organic Blood and Bone.

So far there are approx 25 confirmed stallholders and am holding off inviting further until confirmation of the radio show.

We are charging stall holders a \$100 refundable deposit on showing up to the event, a donation to our raffle and approx 10% of takings. Of course we do not charge NFP's but do ask for the deposit if it is possible.

Watercorp are coming along with an info stall and immediately replied and showed great concern with the amount of water used by CSHS.

Have had discussions with the Heads of Department of Technology, Home Economics, Art and English. Also had a brief discussion with some science teachers and also the library.

Home Ec are running the Coffee and cake stall with organic Fairtrade coffee beans and loose leaf tea.

Christina Kolodij, the new Volunteer co-ordinator has agreed to run the very important food stall with the World Challenge students. Good quality, diverse and abundant food is very important to us.

We hope that our community can start to help raise the profile of the Good2Grow Facebook page and webpage which is building. It is easy to help do this by simply liking, commenting and sharing posts. Even contributing relevant posts would be very valuable. We will hold another facebook competition as this was great exposure.

Some of the talks already arranged (but subject to major and minor adjustments)

9. Seed saving and growing from scraps with Carla Weir from Gaia's organic gardens

9.30. Healthy soils. Digging the dirt with Linda Mitchener of Green Life Soil Co.

10. Oh worms, you have never looked so attractive! With Kim Frankowiak from SAM

10.30. Making successful organic garden beds for food with Carla Weir

11. ? Fermenting. To be confirmed – anyone able??

11.30. Useful Medicinal herbs for your garden with Leesa Caldwell from Organic Greenhouse (an ex CSHS student)

12. Weed salad -still thinking of a good byline!! With Carla weir

12.30. ?Microfibres and how to prevent them entering the ocean

1-2 We are again very proud to have presenter Faye Acaro with us talking insects while making your own insect hotel

Heads up on our next episode in the Bytes

- cuttings and presentation pots (not the plastic ones right now as we have a lot) to be delivered via the front office
- for the insect hotel workshop – bamboo, grapevine, budeliers, hydrangea, anything hollow, straight bits of wood to drill holes or with holes already drilled, paperbark, large coffee tins, plus a volunteer to collect them and paint them, collect the milk bottle tops and other tops for decorations.(drop off at office or library), any spare secateurs?? Volunteer to oversea the collection of these for us please
- The volunteer sign up link and call to please start signing up!
- call for raffle prizes
- Busker Co-ordinator as Nick (Earl Cole) has a very fun concert on himself that night so is unable to help this year!
- Help in the shadehouse

This year trees camp is August 12-14 and our contribution is even more necessary as the school is funding just one teacher this year. Therefore requiring a volunteer to go to be able to run at all. The students are very much looking forward to it.

23 JULY 2018

DADS AT CHURCHLANDS

We are almost there with a proposal for the Fathering Project at CSHS to be considered by both our own Dads and the Fathering Project Team. Its important that we have a workable proposal that has all round acceptance and can be implemented with the promise of significant participation at most high schools. Will keep our P&C and the other dads involved as soon as I have agreement with the FP Co-ordinator that we have a practical system for involving parents and kids involved.

Cheers. John

Quiz Night Report for P & C Meeting
23rd July 2018

The Compere, (Gary Adshead), gym and liquor licence have all been confirmed.

The Trybooking has been set up for a maximum of 400 people (50 tables of 8)

The tickets are \$15 per head.

Several tables have already been sold!!

I will organise a weekly reminder email through Claire Curtis, to encourage maximum capacity.

HELP NEEDED for prize collection, if anyone is interested in helping to source and or collect prizes for the quiz night please contact me ASAP.

We are also looking for volunteers to help out on the night. The school organises students to help out as part of their community service, the students help set up the hall, sell tickets, soft drinks etc.

In addition to the students, we will need about 6 volunteers to do the marking /tallying and serving behind the bar (RSA required) if you would like to help or want further information, please contact Kathy Putt by either,

Phone: 0450 313 285 or

Email: quiz@churchlandspc.com.au

Thank You
Kathy Putt

Brendon Flaherty

From: WACSSO <communications=wacssso.wa.edu.au@mail36.wdc01.mcdlv.net> on behalf of WACSSO <communications@wacssso.wa.edu.au>
Sent: Monday, 18 June 2018 11:34 AM
To: Brendon Flaherty
Subject: WACSSO eNews: Term 2, Edition 3

Term 2, Edition 3, 2018

[View this email in your browser](#)



WACSSO affiliation fees now due

P&Cs, you should have received your WACSSO affiliation invoice in the mail. Affiliation fees are due by 30 June 2018. If your Association pays your fees prior to this date, a 5% discount is applicable. If you have not received, or misplaced, your invoice please email Debbie Booth, Finance Officer, at finance@wacssso.wa.edu.au.

If paying by EFT, please include the invoice number, school name, or both.

Reminder notices have been mailed out this week. If you have paid and still receive the reminder, please email finance@wacssso.wa.edu.au and include the payment receipt, if paid by EFT, as we have received a number of unidentified payments.

Through the power of membership (affiliation), WACSSO provides your P&C with lots of valuable resources and a strong support system. [Read about WACSSO working with your P&C.](#)

Affiliation fees due 30th June 2018



Term 2 P&C Voice

P&Cs across the state would have now received the Term 2 edition of P&C Voice. We encourage you to read and share the news with your Associations. This edition features:

- A message from the President's Pen
- Message from Director General of the Department of Education
- Rainbow fun at Harvey Primary School
- Camping under the stars at Rostrata Primary School
- A reminder to 'Blow your Trumpet and WIN!' - submit your P&C good news stories to info@wacssso.wa.edu.au
- New training program for public school boards and councils
- P&C Training Hub
- [And more...](#)



You're invited to join the 'Talk Early - Talk Often' reference group

Is your child aged 11 – 15 years old? Would you like to share your thoughts on new ways of communicating with teens about alcohol use and cyber safety? Researchers at Telethon Kids Institute are looking for 10 people to join a Community Reference Group for their 'Talk Early - Talk Often' project. To find out more information and sign up, [click here](#). Applications close: Friday 22nd June 2018



WA Education Awards

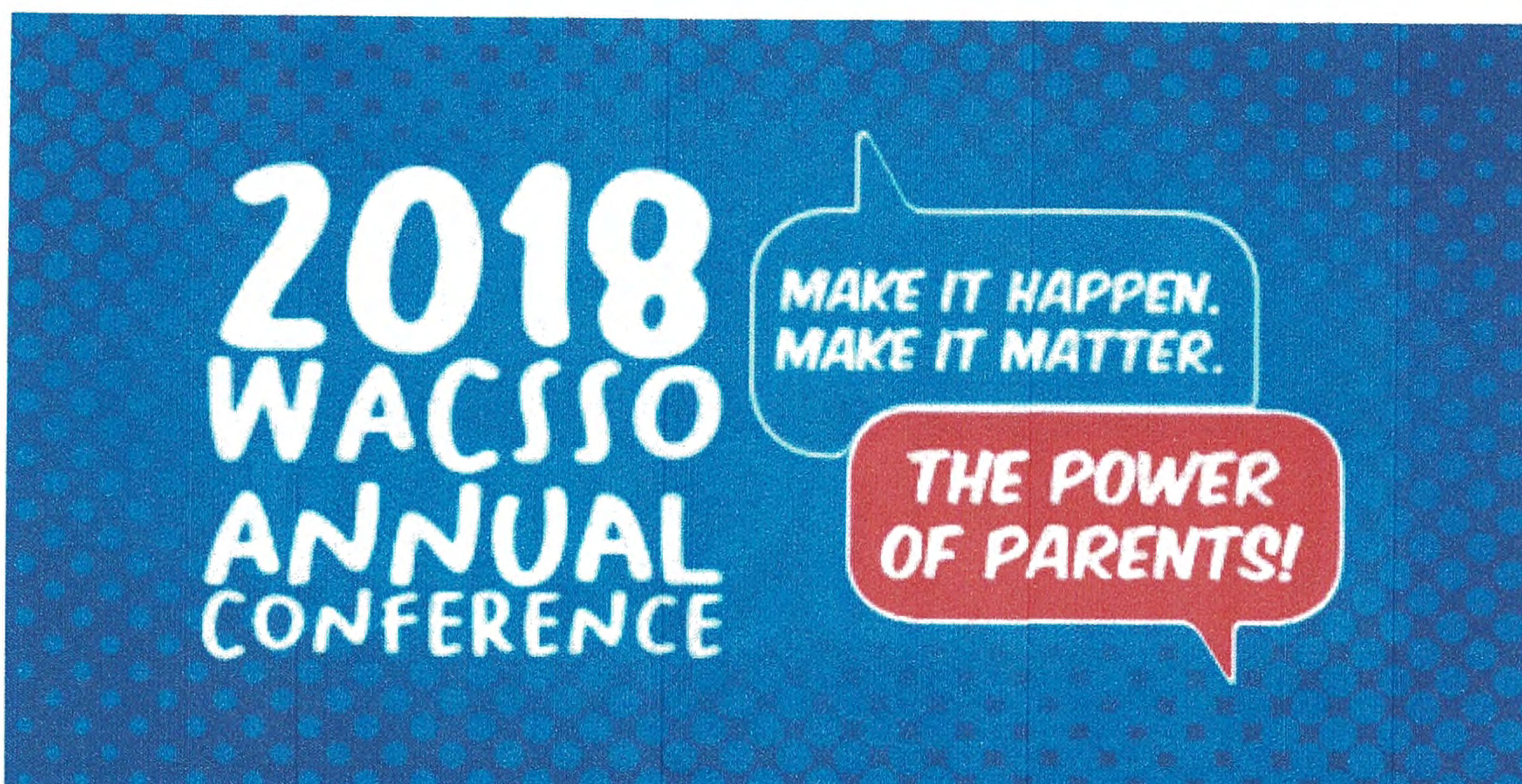
Recognise an inspiring teacher, outstanding Principal, excellent support staff member or successful school. Nominations are now open for the WA Education Awards!

Nominations for staff awards can be prepared by anyone employed by the Department of Education, as well as chairs of school boards/councils and presidents of parents and citizens' associations.

You can nominate in any of the 11 categories below:

- WA Premier's Primary Teacher of the Year
- WA Premier's Secondary Teacher of the Year
- WA Premier's Excellence in Aboriginal Education Award
- WA Primary Principal of the Year
- WA Secondary Principal of the Year
- WA Beginning Teacher of the Year
- WA Education Assistant of the Year
- WA Aboriginal and Islander Education Officer of the Year
- WA School Services Staff Member of the Year
- WA Primary School of the Year
- WA Secondary School of the Year.

Nominations for the WA Education Awards 2018 are now open and will close Friday 29 June 2018. More info [here](#).



2018 WACSSO Conference - Update

Registrations for conference are open and places are quickly filling up. **Register today!** Read all about the weekend's activities, including the full timetable and details, in the **conference brochure**.

How you can be involved:

- **Display your school's student art at conference**
- **Recommend a remarkable student for this year's Student Panel**
- **Info for sponsors**



Regional, Rural and Remote sponsorship for Conference

Applications closed Friday, 1 June. Applicants have now been advised of the outcomes. If you applied and have not received notice of the outcome, please email Sophie Sloane, Corporate Support Officer, on **corporatesupport@wacssso.wa.edu.au**.

For those who were not successful, you are invited to register and attend conference. Details on accommodation costs and parking can be found in the **conference brochure**.



FAQ

Q. Do members have to be present at a P&C Meeting to vote?

A. Yes, the P&C Constitution Rule 18.1 states that financial and ex officio members present at a meeting are entitled to vote. There is no mention of proxy voting in the Constitution. Today people can be present at a meeting, remotely, by teleconference or video conference. The Chairperson must mention that a member will participate remotely, identify them when they are present, and it must be mentioned in the minutes when they are present, via what medium, stating what time they entered the meeting. It is important they are present for the whole discussion and the voting procedure, for transparency. They are allowed to ask questions, the same as every other member throughout the discussion. If challenged, all members can see they were able to make an informed decision prior to voting. It should be noted in the minutes when they leave the meeting and note whether the quorum changes and adjust the meeting accordingly.

P&C Learning Hub



Training sessions for P&Cs

- [Rivergums PS](#) - Mon 25/6/2018, 6:30pm-9pm
- [Coogee PS](#) - Tues 26/06/2018, 6:30pm-9pm
- [Lots of dates available to book - check them out!](#)

DID YOU KNOW? Information sessions are FREE with affiliation.

If you think your P&C could benefit from some training and development this year, call the office on 9264 4000 to host a General P&C Information Session at your school - we'll bring all the resources!

P&Cs in regional areas can contact the Training and Development Officer on 08 9264 5026 to book 2018 training.

[2018 training dates.](#)



Thanks to our sponsors!

Want to be a sponsor and get maximum exposure for your business? Opportunities are still available - [find out more](#).

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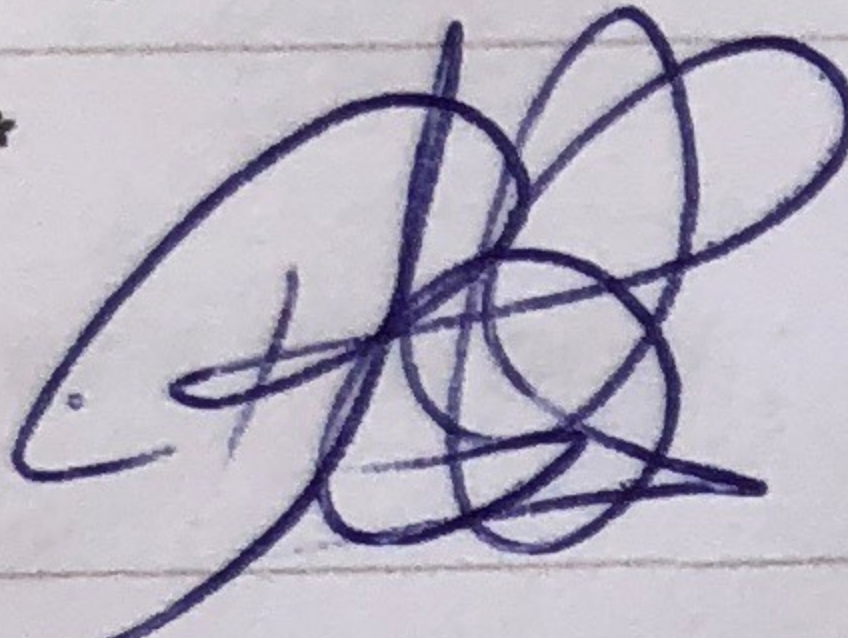
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2019 Calendar

[illegible]



P&C Executive Nomination Form

I*	CATERINE FONTANA	name
being a Financial Member of the Churchlands Senior High School Parents and Citizens Association Incorporated, wish to nominate for the Position of:		TREASURER
e.g. (President, Vice President, Secretary, Treasurer, etc – nominate* see over page		
for the balance of this year until the next AGM		insert year
I confirm that:		
<input checked="" type="checkbox"/>	I am not bankrupt or that my affairs are under insolvency laws	
<input checked="" type="checkbox"/>	I have not been convicted of an indictable offence in relation to the formation or management of a body corporate in the last five years	
<input checked="" type="checkbox"/>	I have not been convicted of an offence involving fraud or dishonesty punishable by at least three month's imprisonment in the last five years	
<input checked="" type="checkbox"/>	I have not been convicted of an offence under section 127 of the Associations Incorporation Act, where a person has allowed an association to operate while insolvent in the last five years	
<input checked="" type="checkbox"/>	I am prepared to devote adequate time to the role in an honorary capacity throughout the year until the next AGM	
<input checked="" type="checkbox"/>	I agree to maintain the confidentiality of all information declared as sensitive during a meeting.	
Signed*		Date* 29/6/18

Qualifications / skills for the Role or reasons for nominating:

Director and account keeper for Signfont, for over 15 years.

P&C Executive Nomination Form

I* Smiley Godfrey

being a Financial Member of the Churchlands Senior High School Parents and Citizens Association Incorporated, wish to nominate for the Position of:

TREASURER

e.g. (President, Vice President, Secretary, Treasurer, etc – *nominate**)

for the balance of this year until the next AGM

I confirm that:

- ☒ I am not bankrupt or that my affairs are under insolvency laws
- ☒ I have not been convicted of an indictable offence in relation to the formation or management of a body corporate in the last five years
- ☒ I have not been convicted of an offence involving fraud or dishonesty punishable by at least three month's imprisonment in the last five years
- ☒ I have not been convicted of an offence under section 127 of the Associations Incorporation Act, where a person has allowed an association to operate while insolvent in the last five years
- ☒ I am prepared to devote adequate time to the role in an honorary capacity throughout the year until the next AGM
- ☒ I agree to maintain the confidentiality of all information declared as sensitive during a meeting.

Signed*

Smiley Godfrey

Date* 16/7/18

Qualifications / skills for the Role or reasons for nominating:

- Chartered Accountant
- Tax Agent

I am keen to contribute to my son's School (Yr 7, 2018)