

CSHS P&C Association Inc



181022 CSHS P&C General Meeting

General Meeting

When	22 Oct 2018 at 19:30
Location:	Choral Studio, CSHS, Choral Studio, CSHS
Chairperson	Kate Sinfield
Minute taker	Brendon Flaherty
Present	Marina Biddle , Rachel Clegg , Tanya Crewe , Brendon Flaherty (Secretary / WACSSO Rep), Kelly Flaherty (Uniform Shop Coordinator) , Shirley Godfrey , Tracey Gralton , Neil Hunt , Gill Kenny , Chris Knott , Claire Leishman , Jane Powell (Communications), Kirrilie Schluter , Kate Sinfield (President), Ken Taylor (Vice President)
Apologies	Katie Almeida , Brad Caldwell , Matt Gaunt , Sandie Lam , Shaniah Lyndon , Duncan Walters

Minutes

1. **Welcome**

The meeting opened at 7:34 pm
Kate welcomed everyone to the meeting.

2. **Confirmation of Minutes of previous meeting**

The minutes had been previously circulated.

Decision

The Minutes of the General Meeting of 27 August 2018 were Moved, Voted & ACCEPTED as a true record.

3. President's Report

Kate presented her report.

- Kate has created an invitation to the End of Year function for all P&C, MPC, Board, Alumni & Event volunteers to be held on Monday 3 December in the Concert Hall foyer - bring a plate and drinks.
- This will be a good opportunity to present the collage from the Art Exhibition donated by the P&C to the school
- Sustainable schools website for 2nd hand books/uniforms to be set up by Kate shortly in place of the 2nd hand fair.

Decision

Moved, Voted & ACCEPTED to set up with the Sustainable Schools Shop for sales of used uniforms and text books.

Tasks

- ☑ Make an agreement with Sustainable School Shop with parents to pay per sale.
Assignee: Kate Sinfield
Due date: 26 Oct 2018

4. Principal's Report

Neil presented his report.

- The Department has agreed that peak numbers at the school are likely to remain at about 2900 and therefore two more rows of transportables to go shortly but this will mean that the P&C will need to relocate the Uniform Shop store.
- Only 5/270 year 12s won't graduate due to OLNA which is a good result
- NAPLAN testing was trialled on-line by the school (a small test) with a number of problems - online testing skewed results upwards - over two days - day 1 mayhem - day 2 better if once all updates had been done first on the computers

[181022_Principals_Report_P_C.pdf](#)

5. Treasurer's Report

Shirley presented her report.

Commbank have agreed to install the new Albert - Ken to arrange with Natasha Madams to be there on Thursday to ensure that it works fully on the wifi in the Concert Hall foyer.

[181022_Treasurer_Report.pdf](#)

Decision

Moved, Voted & ACCEPTED to close two accounts (2439 and 7935) as these are not necessary - funds transferred into other accounts

Moved, Voted & ACCEPTED to keep the Load 'n Go Visa card at \$990 for agreed purchases and to reimburse the Treasurer for costs

5.1. Spending Requests & Suggestions

No requests

6. Communications

Jane presented a verbal report.

- Advertising end of year event & Sustainable Schools Shop

7. Music Parents' Report

Tracey presented a verbal report.

- Aboda was successful again this year as was the Year 12 presentation
- The MPC is looking for better ways to get volunteers for all areas
- MPC meetings next year will be Weeks 2 and 7 each term

8. Uniform Shop

Kelly presented her report (Natasha's report also attached)

- With Neil's announcement above, the shelving and stock currently held in demountable H34 needs to be moved this week as we are coming up to our busiest period of the year). Options will be being reviewed to find the best long term solution.
- All dates for 2019 need to be advertised.

[📎 181022_Uniform_Coordinator.pdf](#)

[📎 181022_Uniform_Manager_Report.pdf](#)

9. YouthCARE

Gill presented her verbal report

- Three of the four dates for fundraising activities have now passed
 1. 13 October - YouthCARE Quiz Night at St Nicholas was a disappointing result as there was little school family support
 2. Oct 27 - Wembley Downs Community Fair is the last event with little revenue expected

Only raised \$50k+ to date out of \$80k target

A number of ideas were canvassed to improve for 2019 - Advertise more on snapchat, instagram, linkedin - create a big project focus - get people to commit at the AGM to assist - try to get more people from each year 7 group to start early interest - newsletter item in feeder school notices or the idea of inviting feeder school P&Cs to a big meeting to create continuity of membership

10. Act-Belong-Commit

Chris presented his report followed by lengthy discussion re "Just Say No" funded by P&C in May 2018 meeting. No vote was taken as it will be considered at any time requested by the school.

- Tanya proposed Courage to Care WA as an anti-bullying program
- Marina proposed the Sideeffects talk (Rod Bridge, father of Preston Bridge)
- Each to be considered by the P&C at a future meeting.

[📎 181022_ABC_Report.pdf](#)

11. School Board

- No report

12. ICT

- No report

13. Good2Grow (1 September)

Tanya read her report.

- G2G is also looking for lots of interested people to get involved

[📎 181022_Good2Grow_P_C_Update.pdf](#)

14. Fathering

John was not present.

- No report

15. Quiz Night (17 August)

No report

16. Art Exhibition

A meeting of interested people is being held just before the next P&C meeting (12 November from 6-7 pm) in the Admin staffroom.

17. General Business

Tracey spoke about the ALUMNI project to increase the awareness and reach to current & past students. A meeting had been held recently regarding the 50 year reunion A Year 13 event (last year's graduates) is trying to be organised to introduce them to the benefits of the Alumni.

P&C request that the school send the Wellness survey to the Year 12s if possible

Decision

Moved, Voted & ACCEPTED for the P&C to fund \$6040 towards the ALUMNI project

Moved, Voted & ACCEPTED to ask the school to forward the Wellness Survey to the graduating class if still possible.

17.1. Correspondence

C18009 from the Children's Crossings & Road Safety Committee regarding surveys that had been conducted at the school crossing on Pearson. Decision had been made to retain the crossing.

[📎 C18009_Childrens_Crossing_surveys_Septemb....pdf](#)

18. Next General meeting - 2019 AGM on 18 February 2019

Meeting concluded at 9:36 pm.

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of 181022 CSHS P&C General Meeting on 22 Oct 2018

Summary of Matters Arising

Decisions

Item	Decision
2.	The Minutes of the General Meeting of 27 August 2018 were Moved, Voted & ACCEPTED as a true record.
3.	Moved, Voted & ACCEPTED to set up with the Sustainable Schools Shop for sales of used uniforms and text books.
5.	Moved, Voted & ACCEPTED to close two accounts (2439 and 7935) as these are not necessary - funds transferred into other accounts Moved, Voted & ACCEPTED to keep the Load 'n Go Visa card at \$990 for agreed purchases and to reimburse the Treasurer for costs
17.	Moved, Voted & ACCEPTED for the P&C to fund \$6040 towards the ALUMNI project Moved, Voted & ACCEPTED to ask the school to forward the Wellness Survey to the graduating class if still possible.

Tasks

Item	Task	Assigned to	Due date
3.	Make an agreement with Sustainable School Shop with parents to pay per sale.	Kate Sinfield	26 Oct 2018

Summary of Attachments

Attachments

Item	File Name
4.	181022_Principals_Report_P_C.pdf
5.	181022_Treasurer_Report.pdf
8.	181022_Uniform_Coordinator.pdf 181022_Uniform_Manager_Report.pdf
10.	181022_ABC_Report.pdf
13.	181022_Good2Grow_P_C_Update.pdf
17.1.	C18009_Childrens_Crossing_surveys_Septemb....pdf

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [181022 CSHS P&C General Meeting](#)

Principals Report

1. Enrolment Progress. Current enrolments suggest we will have around 2900 enrolments in 2019. The following table shows an estimated profile. Current Year 7 enrolments are approaching 490.

Year	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Total
Enrolment	550	505	512	482	440	421	2910

1. Transportables. Now that our timetable for 2019 is basically complete we have been able to show the department that approximately 8 transportables are not and will not be required into the future. As such they plan to remove a further two rows from the main oval which translates into an additional 30 metres of oval space. This will require some movement of stored uniforms which is not ideal for the Uniform shop but the outcome is positive for the school.
2. Once transportables are relocated we will be in a position to fence off the middle oval and re-surface/top dress where appropriate. This will ensure a quality oval surface for 2019 onwards, similar as I am pleased to say the now quality of the bottom oval which is in superb condition and is being utilised by the school.
3. Issues remain unresolved with BMW around the uniform shop and the second commercial kitchen. This centres around the school's approach to keep costs under \$250 000 which eliminates BMW involvement. Negotiations on this are ongoing.
4. The school is working through a number of staffing decisions. Appointments to Level 4 ICT technician, Theatre manager 6 months fixed term have been finalised. Associate Principal position will be known by the P&C meeting which will result in trickle down positions to fill. Our major recruiting area will be in English due to staff movement.
5. In support of the "Fathering Project" the school has supported the use of our facilities for the Statewide group who have engaged Dr Karl O'Callaghan, former Comish as a key note speaker. We are marketing this event on their behalf.
6. I am very pleased to announce the success of our Athletics Carnival team who have once again comfortably won the A Division of this event. Special thanks to the hard work of coaches Ms Sasha Underhill-Pomeroy and Ms Bronwyn Carter for their hours and hours of work in preparing the team.
7. I have been advised that an update on the progress of the solar panel tender will be provided to me prior to the P&C meeting. If it does I will provide this information at the meeting.
8. At the time of writing this report we have farewelled our Year 12 students, the class of 2018, at a very energetic assembly. As a cohort they have completed their schooling with appropriate behaviour and respect for school property. While some will go on to TAFE, others to work the majority will now buckle down to study for their ATAR exams. We wish them all luck in these endeavours.

Neil Hunt
Principal
18 October 2018

CSHS P&C – Treasurer’s report

22 October 2018

1.	<p>Account balances – 22/10/2018:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 40%;">Account Name</th> <th style="width: 35%;">Account Type</th> <th style="width: 25%;">Available Funds</th> </tr> </thead> <tbody> <tr> <td>Building Fund – Proposal 1</td> <td>Society Cheque Account</td> <td style="text-align: right;">70,986.00</td> </tr> <tr> <td>Building Fund Saver</td> <td>Business Online Saver</td> <td style="text-align: right;">20,112.21</td> </tr> <tr> <td>Building Fund</td> <td>Term deposit</td> <td style="text-align: right;">368,111.09</td> </tr> <tr> <td>CSHS Music Parents</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">36,339.12</td> </tr> <tr> <td>CSHS P&C General</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">60,904.05</td> </tr> <tr> <td>CSHS P&C Saver – Proposal 2</td> <td>Business Online Saver</td> <td style="text-align: right;">4,795.29</td> </tr> <tr> <td>CSHS P&C Uniform</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">7,335.25</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">\$568,583.01</td> </tr> </tbody> </table> <p>Propose:</p> <ol style="list-style-type: none"> 1. To close the Building Fund account #XX2439 and transfer funds to ‘Building Fund Saver’ # XXX7935 2. To close CSHS P&C Saver #5867 and transfer funds to CSHS P&C General account #6114. 	Account Name	Account Type	Available Funds	Building Fund – Proposal 1	Society Cheque Account	70,986.00	Building Fund Saver	Business Online Saver	20,112.21	Building Fund	Term deposit	368,111.09	CSHS Music Parents	Cheque Account Bearing Interest	36,339.12	CSHS P&C General	Cheque Account Bearing Interest	60,904.05	CSHS P&C Saver – Proposal 2	Business Online Saver	4,795.29	CSHS P&C Uniform	Cheque Account Bearing Interest	7,335.25			\$568,583.01	
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2.	<p>YTD – results:</p> <ul style="list-style-type: none"> - See attached P&L and balance sheet - G2G and Quiz nite – great results. - Uniform shop: - Profit YTD - Stock adjustments – Will work with Karen to understand how the stock is being accounted for and interacting with Vend. 																												
3.	<p>Albert EFTPOS machines</p> <ul style="list-style-type: none"> - Has been ordered, delivery scheduled for 25/10 																												
4.	<p>Master Card Load ‘n Go card</p> <ul style="list-style-type: none"> - Has been purchased <p>Propose:</p> <ul style="list-style-type: none"> - Load maximum \$970 onto the card – Treasurer to provide details to Bookkeeper - Payment of Monthly Xero subscriptions using the card - Reimburse Shirley Godfrey for purchase 																												
5.	<p>Xero migration:</p> <ul style="list-style-type: none"> - Karen has done great work with the migration and Xero is now up and running. - MYOB has been cancelled, backup files have been kept in case they are required in future. - See item under 2 above re uniform stock. <p>Propose:</p> <ul style="list-style-type: none"> - Forms to be signed for Xero bank feeds – Kate Sinfield (President) and Brendon Flaherty (Secretary) 																												
6.	<p>Receipts for Building Fund Donations (1/7-18/8/2018) - \$12K</p> <ul style="list-style-type: none"> - Who can assist re how to issue receipts/how receipts have been issued previously? - Have emailed Claire Curtis re how the receipts have previously been issued – no response even after a follow up (when I made a donation earlier this year I received the email from Claire’s email address). 																												
7.	To do list:																												
7.1	Access to Vend system?																												
7.2	ATO contacts – to update																												

Profit & Loss

CHURCHLANDS SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC All Jobs 1 January 2018 to 31 October 2018

	ART - Art exhibition	BUI - Building Fund	G2G - Good 2 Grow	GEN - General	MPC - Music Parents	QZN - Quiz Night	UNI - Uniform shop	Unassigned	Total
Income									
ABODA choral festival income	-	-	-	-	12,729	-	-	-	12,729
Bar Sales	763	-	-	-	-	-	-	-	763
Building Fund donations	-	84,480	-	-	-	-	-	-	84,480
Catalogues / Donations	623	-	-	-	-	-	-	-	623
Entry Fees	2,020	-	-	-	-	8,431	-	-	10,451
Event Catering - Concert Hall	-	-	-	-	848	-	-	-	848
Event Parking - Concert Hall	-	-	-	-	1,200	-	-	-	1,200
Interest - Cash Management Acc	-	-	-	199	-	-	-	-	199
Interest - term deposit	-	1,831	-	1,427	-	-	-	-	3,258
Internal events	-	-	-	-	4,202	-	-	-	4,202
New uniforms	-	-	-	-	-	-	284,860	2,384	287,244
Other Donations	-	-	-	30	-	-	-	-	30
Other donations - beverages	-	-	-	-	330	-	-	-	330
Other Event Income	453	-	-	-	94	100	-	-	647
P&C Membership Fees	-	-	-	71	-	-	-	-	71
Sales	21,665	-	23,448	-	-	-	-	-	45,113
Sausage Sizzles	-	-	-	-	538	-	-	-	538

Profit & Loss

	ART - Art exhibition	BUI - Building Fund	G2G - Good 2 Grow	GEN - General	MPC - Music Parents	QZN - Quiz Night	UNI - Uniform shop	Unassigned	Total
Secondhand uniforms	-	-	-	-	-	-	1,339	9	1,348
Year 12 leaver tops	-	-	-	-	-	-	2,900	-	2,900
Total Income	25,524	86,311	23,448	1,727	19,941	8,531	289,100	2,393	456,974
Less Cost of Sales									
Cost of New Uniforms	-	-	-	-	-	-	152,989	5,173	158,161
Cost of Secondhand Uniforms	-	-	-	-	-	-	1	-	1
Discount received	-	-	-	-	-	-	(5,710)	-	(5,710)
Inventory adjustments	-	-	-	-	-	-	54,323	-	54,323
Shortfall in cash	-	-	-	-	-	-	147	2,082	2,229
Total Cost of Sales	-	-	-	-	-	-	201,750	7,255	209,005
Gross Profit	25,524	86,311	23,448	1,727	19,941	8,531	87,349	(4,862)	247,969
Less Operating Expenses									
Alcohol Purchases	735	-	-	-	1,128	1,252	-	-	3,115
Artist Payments	17,332	-	-	-	-	-	-	-	17,332
Bank Charges	-	-	-	100	3	-	138	-	241
Business package insurance	-	-	-	386	-	-	1,648	-	2,034
Chaplaincy Support	-	-	-	35,000	-	-	-	-	35,000
Computer Expenses	-	-	-	1,143	-	-	1,525	-	2,669
Depreciation Expense	-	-	-	526	248	-	-	-	774
Donations for music equipment	-	-	-	-	6,596	-	-	-	6,596
Donations to school	1,104	-	-	2,500	-	-	-	-	3,604
Employment insurance	-	-	-	1,656	-	-	1,643	-	3,299
Equipment Hire	-	-	224	-	-	400	-	-	624

Profit & Loss

	ART - Art exhibition	BUI - Building Fund	G2G - Good 2 Grow	GEN - General	MPC - Music Parents	QZN - Quiz Night	UNI - Uniform shop	Unassigned	Total
Event Catering Expenses	448	-	184	-	3,092	40	-	-	3,764
Event General Expenses	310	-	4,651	-	621	-	-	-	5,582
Event Promotion	666	-	759	-	-	-	-	-	1,425
Fruit for School Fun Run	-	-	-	545	-	-	-	-	545
Internet Expenses	-	-	-	1,026	-	-	-	-	1,026
Just Say No program	-	-	-	800	-	-	-	-	800
Liquor Licences	53	-	-	-	482	-	-	-	535
Meeting expenses	-	-	-	-	165	-	-	-	165
Merchant Fees	-	-	-	177	-	-	3,505	-	3,682
Other Purchases	-	-	(446)	-	-	-	41	-	(405)
Printing & Stationery	-	-	-	167	-	-	1,168	-	1,336
Resilience Program	-	-	-	1,000	-	-	-	-	1,000
Sundry Expenses	-	-	-	-	21	-	-	-	21
Superannuation expense	-	-	-	904	-	-	4,802	-	5,706
Uniform Shop expenses	-	-	-	-	-	-	3,052	-	3,052
WACSSO Affiliation Fees	-	-	-	1,020	-	-	-	-	1,020
Wages and salaries	-	-	-	9,513	-	-	52,832	-	62,345
Workers compensation insurance	-	-	-	-	-	-	1,300	-	1,300
YR12 Most Consistent Awd(Yrly)	-	-	-	250	-	-	-	-	250
Total Operating Expenses	20,648	-	5,372	56,714	12,355	1,691	71,656	-	168,435
Net Profit	4,876	86,311	18,076	(54,987)	7,586	6,839	15,694	(4,862)	79,534

Balance Sheet

CHURCHLANDS SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC As at 31 October 2018

	31 Oct 2018	30 Sep 2018	31 Aug 2018	31 Jul 2018	30 Jun 2018
Assets					
Bank					
Cash float - general	500	500	500	500	500
Cash float - uniform shop	200	200	200	200	200
CBA Building cash mgt 7935	20,112	20,105	20,097	20,088	20,080
CBA Building Fund 2439	70,986	70,986	70,986	58,396	2,220
CBA Building Fund term deposit	368,111	368,111	368,111	368,111	368,111
CBA Cash Management A/C 5867	4,795	4,795	4,795	4,789	56,764
CBA general cheque A/C 6114	59,413	108,840	121,404	129,989	4,309
CBA general term deposit	-	-	-	-	133,187
CBA MPC cheque A/C 3045	32,862	34,592	31,468	30,448	29,826
CBA Uniform cheque A/C 5832	2,864	4,770	12,803	10,180	(4,736)
Total Bank	559,844	612,899	630,365	622,701	610,462
Current Assets					
Accounts Receivable	276	1,916	106	352	58,268
Petty cash - uniform shop	385	385	385	385	380
Prepayments	3,573	12,012	4,466	4,913	5,360
Undeposited Funds	-	-	-	-	2,353
Uniform new stock	254,084	215,237	206,678	172,385	149,912
Uniform secondhand stock	3	3	3	3	3
Total Current Assets	258,322	229,553	211,639	178,038	216,276
Fixed Assets					
Office Equip Accum Depn	(1,736)	(1,658)	(1,581)	(1,503)	(1,426)
Office Equipment at Cost	5,473	5,473	3,888	3,888	3,888
Plant & Equipment At Cost	1,364	1,364	1,364	-	-
Total Fixed Assets	5,101	5,178	3,671	2,385	2,462
Total Assets	823,267	847,631	845,674	803,124	829,200
Liabilities					
Current Liabilities					
Accounts Payable	29,225	41,384	17,432	13,729	55,070
GST	(8,215)	(5,174)	(359)	(590)	(333)
PAYG Withholding Payable	2,606	1,896	1,130	596	-
Rounding	-	-	-	-	-
Superannuation Payable	542	1,577	947	395	-
Total Current Liabilities	24,158	39,682	19,150	14,129	54,737
Total Liabilities	24,158	39,682	19,150	14,129	54,737
Net Assets	799,110	807,949	826,524	788,994	774,463

Balance Sheet

	31 Oct 2018	30 Sep 2018	31 Aug 2018	31 Jul 2018	30 Jun 2018
Equity					
Current Year Earnings	79,534	88,373	106,948	69,418	54,887
Membership Funds Carried Fwd	697,299	697,299	697,299	697,299	697,299
Trx - Building Fund	(75)	(75)	(75)	(75)	(75)
Trx - Canteen	6,927	6,927	6,927	6,927	6,927
Trx - Music	3,587	3,587	3,587	3,587	3,587
Trx - Uniform Shop	11,838	11,838	11,838	11,838	11,838
Total Equity	799,110	807,949	826,524	788,994	774,463



Uniform shop Coordinator Report
P&C Meeting 22nd October 2018

Please see attached Natasha's report – as usual it is a very thorough run down of our current status. All is going incredibly well – the only small glitch being the delay to going live with our online shop.

There is no real concern with this – we (Natasha) discovered a technical glitch in VEND that would have ultimately led to serious complications with stock management and communications with families. It is only through Natasha's determined due diligence that the problem was even discovered (just three days prior to going live), as VEND were not keen to share the information publicly at this stage – had we gone live as planned, we would already be dealing with some very disgruntled customers, and stock handling would have become a nightmare, which would have undone all the great work done this year repairing our reputation on customer service.

The resulting outcome is that we will have a third party assist Natasha in setting up Shopify as our online platform that will link both vend and Xerox to our shop. All the hard yards (data base and photos etc) have been done already so we expect the next steps to be fairly simple. Our goal is to ensure that when we do go live we do it with full confidence that we have eliminated any expected or potential glitches – “do it once and do it right” is our motto with this!! It WILL still happen before the end of this year. My only request to Natasha at this stage, is that even though she has been given a personal referral for a company to engage, a second quote is the appropriate step to take to ensure we are getting a good deal. At this stage we will still fall well under our given budget of (up to) \$5000 to cover the upgrades to our shop systems.

The transfer of stock storage, from the sports room to the demountable went smoothly – and a huge thank you needs to be extended to Brendon, Natasha's husband Andrew, and our sons Samuel and Curtis for their (muscles) help in installing our newly acquired shelving system. It was a mammoth job – executed without a hitch. The shop team then spent time transferring stock, and doing the quarterly stock take – which I believe went much more enjoyably given the new space to work in.

Meanwhile our next step for the shop functionality is to prepare for the crowds that will occur during term four and then term one next year.... As we have been “stalled” in our renovation process due to more quotes being required, we are looking at how to provide shelter for the masses over the upcoming summer. It is already proving to be very warm in and outside of the shop and Natasha and I are in discussions as to how best to cater for this.

Discussions and hopefully a solution will ensue at the meeting.

Option one: We hire marquees or purchase gazebo style umbrellas to set up – this will potentially require volunteers to erect and dismantle each day of trade.

Option two: We have asked the school to install shade cloth over the lane way entrance – I am waiting to hear back from the school regarding this option.

After a meeting with Natasha today (18th) it has also come to my attention that if we are going to have a prolonged wait for any renovations to the shop – it would be a huge relief to the shop if we could have a sliding screen security door fitted to the shop entrance. Air circulation and flies are a major hassle at this time of year, as there is no way to get fresh air into the shop unless the door is wedged open.

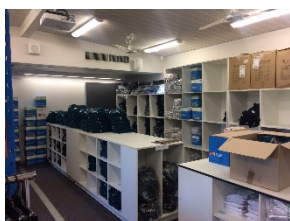
Kelly Flaherty

Uniform Shop Report

October 2018

New Demountable / Store Room

We now have a fully operational stock room set up in a demountable on the school oval. Over the past month we have invested considerable time in cleaning and putting together the shelving storage units previously purchased from Textile Wholesalers (who have closed their Perth stores), and moving all store room stock into the new demountable.



All receiving, processing and storage of our uniform items now takes place in the demountable store room which has resulted in being able to give back the highly needed store room to the sports department. Having this large demountable store room has also assisted us with holding more appropriate stock levels to ensure that we do not run out of stock during busy periods.

New Uniform Items

Cap

I'm pleased to confirm that our supplier has delivered our new CSHS navy brush cotton caps to us, several weeks ahead of schedule!



They look fantastic and are made from a high-quality brushed cotton. The final design was selected via a vote of current year 7 students during an assembly. There was an overwhelming response for the current design with more than 70% of students voting on the style.

CSHS Caps are on offer in addition to the current bucket hat which gives families and students a choice between the two, with the bucket hat satisfying a SunSmart offer for those who wish to have this, and some sun protection for other students who do not wish to wear a bucket hat and currently wear their own caps from home.

During the Year 7 fittings it will be compulsory for students to choose either the bucket hat or the cap.

- Bucket Hat - \$15
- Cap - \$20

Teal Polo

I recently had Mr. Bernie Dunn send a communication out to all teachers and staff regarding what to do if they notice a student wearing a significantly discolored or worn teal polo (beyond what you would expect a normal wear and tear would look like), and especially if this is a year 9 student.

Uniform Shop Report

October 2018

They have been advised to ask the student to visit me during opening hours at the uniform shop where I can assess if the polo was from the faulty fabric batch and if so, I will replace it and return the faulty garment to the previous supplier for credit.

It was emphasised that this communication was not for public distribution and that their discretion in having these conversations was appreciated to help avoid mass replacement or students trying to replace normal wear and tear polos.

Stock Levels

Stock levels remain very healthy and we have no shortages of stock.

2019 Leaver Jackets

On Thursday 11th October more than 400 Year 11 students were fitted for the 2019 leaver jackets.

The student group responsible for the design this year came together to help size each student by house.

It was very efficient and all students who attended were successfully fitted throughout period 4 and 5.

Orders for jackets will be finalized by 30th October. A second round of ordering will take place in the first two weeks of 2019 for new students or those who did not order during the first round.

The Uniform Shop has a full sizing kit from the supplier in store to fit any students unable to attend the fitting afternoon.

This year the student group have chosen four options that can be selected during the ordering process:

- Option 1: Jacket with Zip (no hood no buttons) Retail: \$115
- Option 2: Jacket with Zip and Hood (no buttons) Retail: \$120
- Option 3: Jacket with Zip and Buttons (no hood) Retail: \$130
- Option 4: Jacket with Zip, Buttons and Hood Retail: \$135

Option 1 (Zip Jacket Only)



Option 2 (Zip Jacket with Hood)



Option 3 (Zip and Stud Button)



Option 4 (Zip and Stud Button with Hood)



Staff

There is nothing to report on staffing for the current period.

Uniform Shop Report

October 2018

End of Year Fittings

We are currently receiving our bulk stock from suppliers in preparation for our new Year 7 student fittings taking place in November, following the Year 7 parent information evening on Wednesday 7th November.

Bookings are offered to families of new Year 7 students online via PTO and we will be able to service four families in a 20 minute period, which is 12 families per hour.

All fittings are taking place outside of normal trading hours to ensure the experience is as pleasant as possible for the new student, especially with so many families scheduled in such a short amount of time.

- Saturday 10 November - 8:00am -12:00pm and 1:00pm – 4:30pm
- Monday 12 November - 3:00pm – 7:00pm
- Wednesday 14 November – 3:00pm – 7:00pm
- Saturday 17 November - 8:00am -12:00pm and 1:00pm – 4:30pm
- Monday 19 November - 3:00pm – 7:00pm
- Wednesday 21 November – 3:00pm – 7:00pm
- Saturday 24 November - 8:00am -12:00pm and 1:00pm – 4:30pm
- Monday 26 November - 3:00pm – 7:00pm
- Wednesday 28 November - 3:00pm – 7:00pm

Online Uniform Sales

Background

Churchlands SHS Uniform Shop planned to launch online uniform shop sales at the start of term four.

During a support phone call with Vend ecommerce to resolve some minor technical difficulties in the days before launching, I was advised that the technical difficulties and lack of ability to make simple customisations was because Vend plan on 'sun-setting' (winding up) the ecommerce arm/component of Vend Retail POS soon, exact date unknown - but soon.

I was advised that this is due to the extensive and competitive market of third-party ecommerce systems which also integrate with Vend and that they actively recommend third party ecommerce platforms to customers, however at no point to date had we been advised of this up until then.

The nature of the technical difficulties and lack of customisation ability will significantly affect the quality of experience, internal processes and overall customer satisfaction of using the current online set up, which is ready to launch apart from these issues and concerns. Astonishingly, their recommendation was to not use Vend for ecommerce but to use a 3rd party platform such as Shopify or similar.

Recommendation

Due to receiving this unexpected information, I regretfully had to recommend to the Uniform Coordinator that we delay the launch of online ordering system (despite it being ready to launch except for these unresolvable system glitches).

In addition, I recommended that due to now being in the busiest time of trade, it was essential that we engage a third party to set-up and integrate our Shopify online platform/store with Vend and Xero in order to get it launched as quickly and efficiently as possible.

Uniform Shop Report

October 2018



**Parents &
Citizens
Association
Incorporated**

Outcomes

I have to date received one quote via a recommendation and I am still pursuing additional quotes.

Considerations

This information was unexpected and news of Vend ecommerce winding down has not yet been formally distributed to customers, therefore it is why we could not have foreseen the situation earlier.

Considerable time has been spent already configuring the current online platform and no one is more disappointed than I am!

Being part time, in a critical point of the year, the team need support to get this up and running well so that as little noise as possible is created to the students, families and school.

Natasha Madams

Uniform Shop Manager

ABC Committee Report

I went to listen to Jade Lewis on Wednesday 29th August. As you can see from the email below, Jade was to present “5 key strategies parents can use to lead their children through a drug and alcohol free life”. On the evening, the wording was changed slightly to be a “drug and alcohol problem free life”. Subtle difference but perhaps important.

Jade’s presentation was largely based around her own life story. Jade described her younger years at school, with a brief comparison to her husband Tristan’s younger life. Jade described the events that led to her addiction to drugs and also alcohol abuse.

About two-thirds of the way through her presentation, Jade reached the point where she described how she had gone to a recovery centre based down near Esperance. At this stage, she said there were two reasons that she got over her addiction. She said words to the effect “The first is my Christian faith. Without my belief in God, I would not have got over my addiction.”

Jade finished her talk and then took questions. Several parents were very open with their concerns, which I will return to later. At this stage, Jade had not specifically identified the “5 key strategies”. So, I asked her the question – “The flyer says you will present 5 key strategies. What are they?”.

Jade admitted that she hadn’t identified them. She then listed them as: Relationship with children; Prevention of contact with drugs; Early intervention in the event of drug issues; Treatment in the event of addiction; Rehabilitation after addiction.

I have strong concerns with the content of Jade’s presentation given her attribution of her recovery from drug addiction to her religion. In my opinion, this is a wholly inappropriate message to be presenting in a secular, government funded school.

I also have strong concerns with the strategies identified by Jade. The latter two are not preventative strategies. They are “after the fact”. The third strategy of “early intervention” is also debatable as being preventative.

The first two are quite “glib” in terms of having a good relationship with your children (who wouldn’t strive for that?) and preventing contact with drugs (clearly prevention is better than cure). There was no detail around these two in Jade’s talk. In my opinion, this is what the parents were coming to hear about. Not an hour of Jade’s life story.

As you are no doubt aware, the P&C have agreed to pay for Jade to attend the school and present to the students. Despite this, Jade was selling her books.

Returning to what the other parents said, several were very open with their concerns. One stated that their child was taking drugs whilst physically at the school. Another stated that their child had been able to regularly “wag” from school in the afternoon, seemingly without being detected by the school, and sneak off to take drugs. Another parent said that they were considering pulling their child out of school despite, as I understood it, their child being in Year 12. To me, this seems like the school has a serious issue with drug use, especially if it is happening on school grounds.

Based on what I saw and heard, I would like to recommend that the school do not continue their association with Jade given the fact that she attributed her recovery to her religion and because her “5 key strategies” are neither preventative nor anything beyond glib statements of obvious concepts.

I would like to move a motion that the P&C do not fund further talks by Jade or her foundation.

Regards,
Chris Knott
0400-131-601

Dear Parent(s)/Guardian(s),

You are invited to attend a presentation by Jade Lewis called "Under Your Influence". This presentation will discuss five key strategies parents can use to lead their children through a drug and alcohol free life. The presentation will be held at Churchlands SHS in the Concert Hall on Wednesday 29th August from 6:30pm – 8:00pm.

Further information about the presentation can be found at: <http://www.jadelewis.com/home>

Please click on the following link to register your interest. Places are limited.

<https://www.trybooking.com/XMVN>

Kind regards



David Coles
Head of Year 10
Program Coordinator

20 Lucca Street, Churchlands WA 6018
T 9445 XXXX

churchlands.wa.edu.au 

We acknowledge the Wadjuk Nyungar people, the traditional owners and custodians of the land on which we work and learn together.

Good2Grow Report 2018

Mission statements for Good2Grow

- To create awareness about sustainable practices
- To provide opportunities for students and families to be involved in a community event
- To create interesting opportunities where students can volunteer and gain skills
- To allow the wider local community and ex CSHS associates to remain connected to the school
- To provide cross curricular opportunities within the school encompassing real life situations
- To continue to have a 'club' for like minded people with a purpose
- To provide opportunities for other fundraising projects e.g World Challenge etc
- To aid in the Metal Health message
- To fund raise for school projects

Well this year saw another successful event unfold. The event has gained quite a following in the gardening and sustainability world and is known to many people. It was well supported by the Volunteer Student Co-ordinator who managed to rustle up many students which was very very helpful. Again a lot of work for the people involved. All who felt a bit unsupported by the school in general. I have to wonder if people within the school do not see the benefit of the event as it has not been aligned with a particular project to fund. Maybe its the nontraditional school fundraising model. Maybe it is just seen as 'too much work' and 'just a fundraiser'. Even though it is the 5th year, teachers still under too much pressure from the curriculum to look outside the box and see how elements could overlap. Having the busy Principal supportive but aloof has been noted by both students and parents unprompted and I wonder if this too has a cascading effect. The people who do connect to the event have been very positive toward it, appreciate it, acknowledge that it has forged a place and is an anticipated event.

As usual, money is not the bottom line of this community wide event. It is education, inclusion, community, opportunity and Good2Grow again showcased a variety of alternatives to live lighter on this earth. So much of a fabulous hub of activity, interest and take home items and ideas, I was contacted by a gentleman involved in micro entrepreneurship who asked if we would be interested in making this a little business venture of its own.

The opportunities the Sustainability marketplace provides even saw us mentioned in parliament a few weeks ago by the Minister for Sustainability and Disability.

<https://www.facebook.com/reallyusefulrecyclersWA/videos/566799507108225/UzpfSTE0NzUyNzQ0MjI3ODM4MDc6MjA2NjM1NjI3NzAwODk0OQ/>

This event is quite big and is a major event management responsibility. I can not help but feel concern for the future of the event with the hours and hours of commitment put in by myself alone to weave the contacts and connections into the fluid event that unfolds. The committee involved this year are happy to remain involved but feel unsure about having the time and energy to fill the

coordinator role. Hopefully a co-ordinator with time and energy will step up and I am happy to consult to all roles. However, people in other schools in these roles are often paid for this amount of work e.g Mt Hawthorne Primary School Fair, Our own Uniform Shop and most school Canteens to name a few. As part of doing this event over the past 6 years I have completed an online events management course, prior to this a Bachelor of Science in Nursing a Diploma of Sustainability and am an Advanced Earth Carer attached to the Mindarie Regional Council. Also I have attended the Change the World Event last year and will again next week, where information sharing for NFP's is provided by Hancock Creatives. Very informative and inspiring. Am constantly attending events and keeping an eye out for relevant additions to enrich our event. Now that I have no students in the school I would be open to a discussion about this as a unique role.

I know you all like numbers so here are a few...

- Bags of Mulch 550
 - trailer loads of Mulch – more than 30
 - manures and soil conditioners – 500 bags
 - straw bales 38
 - potting mix 150 bags
 - other products about 130 items
-
- We funded and cooked a lunch time thank you sausage sizzle for all involved in volunteering for the Good2Grow and the Quiz night at school
 - Funded all the free activities on the day
 - given a lot of plants to Wembley PS for their fete in November
 - have some product ready for the Trees for Survival and for the student gardening group garden beds outside the shade house.
 - donated most of our natives to be planted around the school
 - supported the World Challenge group to profit more than \$1000 from the food served at the event
 - provided a celebrity speaker for the Good2Grow
 - provide wood for the gaining momentum Good2Grow Woodwork club on Monday after school
 - connected the NFP, social training group Colosoul to have their gardens beds filled ready for their training cafe.

Our profits so far are more than \$15000.

We would very much like to thank our sponsors.

Soil Solver – invaluable training and advice and for sponsoring 6PR to broadcast from our event.
C-Wise for their kind donation of Turf Perfect and thank the school for using such a great product on our lawns.

The City of Stirling for the mulch donation which really helps our profits and we really love their mulch!

The Perth Zoo for allowing us to use the Creature Compost

Good Earth for keeping their prices to the minimum and allowing us a sale of return.

For doing the popular Grow Talk presentations

Carla Weir from Gaia's Organic Gardens

Linda Mitchener of Green Life Soil Co.

Worms with Kim Frankowiak

Dean Kurlansky from I am Foods

Leesa Caldwell from The Organic Greenhouse

and celebrity gardener and Curtin Fm personality Faye Arcaro from Botanic Obsession.

The staff in the office at school for being helpful.

The red and blue quad bikes for being invaluable.

Jim Bell, Mike Barr and Roger Harris for their support and having a science stall at the event exploring items with microscopes. Sam Elias for letting us use his fridges and equipment. Again Christina Kolodij for her very hard work getting enthusiastic volunteers.

Where would we like to see the funds we raise used

- provide funding to the science department to bridge gaps in funding the Trees Programme. This year funding was allocated for only one teacher for camp, relying on this parent to go to allow camp to run (Which I love going to), however, while these teachers are very generous with their time and skills, two invested teachers is a standard which should really be maintained from my perspective.

- provide ongoing funding for the interested teachers, parents and students to keep getting what they need for the garden area and for the highly regarded plant stall

- we have been talking about this for years, but we would very much like to see the creation of a 'Mentally Healthy Space' around the shade house area where students can come to anytime they need a little 'time out' where they can chew on some herbs and get grounded by doing a little potting up of they like, have joy in watching something they plant bloom, or die. Perhaps a few benches and a gazebo in a professionally assisted designed space. A beautiful mural on the wall at the back of the shade house area.

- Toilet door inspiration. This is something that would be very helpful in this school. This is the place where students usually go to 'hide' if they are feeling sad, mad, bad or even glad. (Watch out Dr Seuss!) 'Aim High' is not enough, it is not in the moment and that is where most students and peoples' minds lie. This is a project that has worked in another school. It could leave the students feeling a bit better and hopefully even inspired and like they can face whatever is ahead. And certainly a lot better than the quite uninspired graffiti that now resides in the student toilets. I ask you to visit one yourself if you have have not seen one lately! The funding for this would cover perhaps a professional artist to work with the art department and students and interested parents and teachers to create designs and get them painted. Also the anti graffiti coating.

<https://www.facebook.com/humankindstories/videos/461246624366644/>

Thank to the beautiful, fun, hard working, interesting committee for making this a memorable event Claire, Ashleigh, Janet, Anita, Gill, Lisa and Ed. Needed some more of us but we got there!

Thank you
Tanya Crewe
Co-ordinator 2014-2018



Department of
Education



CHILDREN'S CROSSINGS & ROAD SAFETY COMMITTEE

2 Clayton Street
MIDLAND WA 6056
Phone 6274 8767

Email: childrenscrossingsunitsmail@police.wa.gov.au

Our ref: 00909 10 FV001

Principal
and
President of the P&C
Churchlands Senior High School
20 Lucca Street
CHURCHLANDS WA 6018

Dear Sir/Madam,

**RE: Review of a Type A Children's Crossing
CHURCHLANDS: Pearson Street near Hale Road**

Loc#: 594

On Wednesday 5th September 2018 the Children's Crossings & Road Safety Committee (CC&RSC) met and discussed the warrant for the children's crossing at the above locality.

Based on the data gathered the Committee has determined that the student pedestrian needs in this instance will be most appropriately addressed by the retention of the Type A children's crossing.

If you require further assistance in this matter please do not hesitate to contact the Children's Crossings Unit (CCU) on 08 – 6274 8767.

Yours sincerely

signature available on the original document

Jo Parson
On behalf of the Children's Crossings & Road Safety Committee
3rd October 2018



Department of Education



CATHOLIC EDUCATION



Association of Independent Schools of Western Australia



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www.roadwise.asn.au



CHILDREN'S CROSSINGS & ROAD SAFETY COMMITTEE

2 Clayton Street
MIDLAND WA 6056
Phone 6274 8767

Email: childrenscrossingsunitsmail@police.wa.gov.au

Application Minutes

DATE:	Wednesday 5 th September 2018
TIME:	9.07am
VENUE:	2 nd Floor, State Traffic Operation Building – Midland. 2 Clayton Street, MIDLAND, WA, 6056
ATTENDEES:	<ul style="list-style-type: none"> • Inspector Mike Sparkman – WAPOL Chair • Colin De Costa – MRWA • Murray Debenham – Dept of Ed • Shaun Mayne – Cath Ed • Nigel Briggs – AISWA • Mal Shervill – WALGA • Janelle Child – WAPOL (Advisor) • Johayu Parson – WAPOL (Minute Taker)
APOLOGY:	<ul style="list-style-type: none"> • Taras Ozarczuk – Dept of Ed • Benoy Kaitharath – Dept of Ed (Special Guest) • Scott Mosey – WACSSO
DECLARATION OF INTEREST:	Nil
<ul style="list-style-type: none"> • Chair welcomed everyone to the September 2018 CC&RSC Application Meeting. 	

ITEM	2. Type A Review Items – Current Recommendation and Discussion
2.3	<p>CHURCHLANDS: Pearson Street near Hale Road (00909 10 FV001)</p> <p>Details of Applicant School – Churchlands Senior High School <i>This review is a part of the requirement to have all crossings reviewed.</i></p> <p>Application Type - Review –Type A.</p> <p>Survey Results – The Committee noted the number of students and vehicles using the crossing location.</p> <p>Information Submitted by School: Nil.</p> <p>Site Assessment – The Committee reviewed the site assessment and photos. Committee noted the opening of the cut out is 2 metres. Inbayed bus stop is less than 10metres.</p> <p>Applications Committee recommendation – Committee unanimously agreed to retain the Type A warrant.</p> <p>Action – CCU to send letter to the school regarding the outcome. CCU to write to PTA. MRWA to upgrade crossing after response received from PTA.</p>