

CSHS P&C Association Inc



20190617 CSHS P&C General Meeting

General Meeting

When 17 Jun 2019 at 19:30

Location: Choral Studio, CSHS, Choral Studio, CSHS

Chairperson Kate Sinfield

Minute taker Brendon Flaherty

Present Theresa Adriansz , Marina Biddle , Rachel Clegg , Tamlin Dobrich , Amir Nik Eftekhari , Brendon Flaherty (Secretary / WACSSO Rep), Kelly Flaherty (Uniform Shop Coordinator), Shirley Godfrey (Treasurer), Tracey Galton , Neil Hunt , Miranda Overmeire , Chris Porteous , Kate Sinfield (President), Geana Strang , Ken Taylor (Vice President)

Apologies Matt Gaunt , Nikki Harvey , Chris Knott , Sandie Lam , Dave Lukavecki , Penny McNiff , Jane Powell (Art Show Coordinator, Communications), Deanne Quartermaine , Craig Stewart

Minutes

1. Welcome

The meeting opened at 7:32 pm
Kate welcomed everyone to the meeting.

2. Confirmation of Minutes of previous meeting

The minutes had been previously circulated.

[📎 20190513_Minutes_complete.pdf](#)

Decision

The Minutes of the General Meeting of 13 May 2019 were Moved, Voted & ACCEPTED as a true record.

3. President's Report

Kate did not have a report but welcomed Tamlin Dobrich & Theresa Adriansz to the meeting to present the "Prune the Future" business planning process and get out input. The results will be presented back to us after this is analysed.

3.1. Prune the Future - School Planning Activity

Theresa & Tamlin are involved in developing the next phase of the school business plan, using the

- High Quality Teaching
- Effective Leadership
- Active Citizenship
- Success for all students

[📎 20190617_Prune_the_Future_Instructions.pdf](#)

4. Principal's Report

Neil presented his report, with some additional items:

- Student wellbeing & mental health committee set up to consider future ideas (Geelong Grammar ideas) being looked at with Hale, St Mary's, etc.
- Naplan was a major problem and many did not do the follow up on the second test

[📎 20190617_Principals_Report.pdf](#)

5. Treasurer's Report

Shirley presented her report.

- All payment requests to be in by Monday 8 am for payment that night.
- Payments to be signed off on Monday nights, but ONLY after approval by the Treasurer.
- Only one payment run to be done per week on Monday nights.
- Rachel to meet with Natasha to investigate alternative bank account security access via Shopify & Vend. It was agreed that any changes must not compromise the access of the Shop Manager to manage the business efficiently.
- Shirley accepted that a full stock-take was required at the end of the year & suggested rotational stock takes to be conducted during the year.

[20190617_P_C_Balance_sheet.pdf](#)

[20190617_P_C_P_L.pdf](#)

[20190617_Treasurers_report.pdf](#)

5.1. Spending Requests & Suggestions

Funding for Trees for Survival request for \$2,070 should really go through the Finance Committee meeting for school approval first.

Request to be returned to Jim Bell for further information and to be submitted via the school.

[20190617_Funds_Request_Trees_for_Survival.pdf](#)

6. Communications

No report

7. Art Exhibitiion (24-26 May)

Jane had sent her final report for the Art Exhibition concluded last month. Kate read some of a separate email from Jane.

- *"When I started on the art committee in 2015, I set a personal target of \$100,000 in sales. It was a reasonable target as in the previous two years the sales had been \$14.5 and \$11.6k. During the 5 years 2015-2019 we have sold over \$144,000. Next year is Freya's last year at Churchlands, so I'm working on an exit strategy. There are some new people on the committee, who I think enjoyed it enough to do it again next year and possibly step up into a joint convenor role next year and thereafter."*

[20190617_Final_Report_2019_Art_Exhibition.pdf](#)

8. Music Parents

Tracey presented a verbal report:

- A new piano is being donated to the school
- Current efforts are going into the planning for the Aboda concerts
- An external event is being held on 23rd June as a P&C event.

9. Uniform Shop

Kelly presented the Uniform Shop Manager's report:

- Ongoing issue with Westwear with additional goods that they now want us to accept even though they were not ordered or are of poor quality, but this is being reviewed by Natasha and a response will be sent back to WW regarding our position.
- Some items have been accepted and approved for payment even though they were not ordered.
- Other items have been rejected for many reasons and in a preliminary discussion held with Consumer Affairs they have recommended that we complain officially via the ACCC.

[📎 20190617_Uniform_Shop_Manager_Report.pdf](#)

Tasks

- ✔ Natasha to provide a detailed report regarding Westwear's gross negligence and incorrect claims, for further review by the Committee.

Assignee: Kelly Flaherty

Due date: 30 Jun 2019

10. YouthCARE

Nikki had sent a report to Kate:

- YouthCARE was very thankful for P&C support with the payment of \$38,000.
- They exceeded their target of \$2,500 by raising \$2,610 at the Quiz night last Saturday with lots of students, parents & friends from the school. Thanks everyone who attended.

11. Act-Belong-Commit

Chris had advised that no activities had occurred yet this year:

- No report

12. Quiz Night (16 August)

Miranda presented a brief report:

- The team are still looking for an MC for the night, but the questions had already been arranged and preparations well underway
- Also negotiating for a local caterer to provide a range of hot pizzas, cooked on-site on the night
- The MPC has agreed to run the bar with the liquor license
- Advertising for tickets, donations and prizes will now commence as the ART exhibition is over
- Bernie Dunn is already helping enormously with arrangements and support for the night.

13. Grounds

Dave was an apology for the night, but Neil was able to give a brief report (now attached).

[📎 20190617_Grounds_Report.pdf](#)

14. Good2Grow (1 September)

Kate to send out a job ad for a new coordinator

15. School Board

Chris presented a verbal report:

- The new P&C Constitution is still waiting for the Ed Dept to approve and we won't have any say.
- Steve Galvin Wellness survey was presented
- Minutes to be forwarded later.

16. Fathering

Craig Stewart was not available:

- No report was available, but another event is being planned soon.
- The first event was a success.

17. ICT

Ken Taylor presented a verbal report

- A meeting of the committee was held on June 5, no minutes to date
- A new Microsoft feature has been released allowing individual class groups to access small social media chat within the classroom - There may be some parental comment. To be tested by some teachers. Will operate 24 hours, but teachers only online for a small part of that.
- Maybe a good learning environment to start the right way, but needs to be controlled.

18. General Business

The Facilities Alcohol license is being progressed by Tracey & Rachel. There will need to be some cabinetry modified in the Concert Hall foyer. A detailed listing of the requirements to be provided to Arlene Thomas so quotes can be arranged.

18.1. Correspondence

Nil

19. Next meeting - 12 August

As Kate & Neil are unavailable for the next scheduled meeting (5 August) a number of alternative dates were discussed with 12 August selected.
Meeting concluded at 9:14

Decision

It was Moved, Voted and AGREED to move the next meeting to Monday 12 August.

*End of minutes.
Summary of matters arising are tabled on the following
page.*

Minutes of 20190617 CSHS P&C General Meeting on 17 Jun 2019

Summary of Matters Arising

Decisions

Item	Decision
2.	The Minutes of the General Meeting of 13 May 2019 were Moved, Voted & ACCEPTED as a true record.
19.	It was Moved, Voted and AGREED to move the next meeting to Monday 12 August.

Tasks

Item	Task	Assigned to	Due date
9.	Natasha to provide a detailed report regarding Westwear's gross negligence and incorrect claims, for further review by the Committee.	Kelly Flaherty	30 Jun 2019

Summary of Attachments

Attachments

Item	File Name
2.	20190513_Minutes_complete.pdf
3.1.	20190617_Prune_the_Future_Instructions.pdf
4.	20190617_Principals_Report.pdf
5.	20190617_P_C_Balance_sheet.pdf 20190617_P_C_P_L.pdf 20190617_Treasurers_report.pdf
5.1.	20190617_Funds_Request_Trees_for_Survival.pdf
7.	20190617_Final_Report_2019_Art_Exhibition.pdf
9.	20190617_Uniform_Shop_Manager_Report.pdf
13.	20190617_Grounds_Report.pdf

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [20190617 CSHS P&C General Meeting](#)

Prune the Future

What are we doing?

Prune the Future uses a tree as a metaphor to show how the future of our school can be shaped one leaf at a time. The picture of the tree is the working metaphor for the activity—the roots represent the support structures of the school, the branches represent the foci of the school plan and potential growth.

Why are we doing it?

This activity is about possibilities—realistic and otherwise. It provides an opportunity for staff to have explicit input to shape the future of the school through our SBDMG planning process.

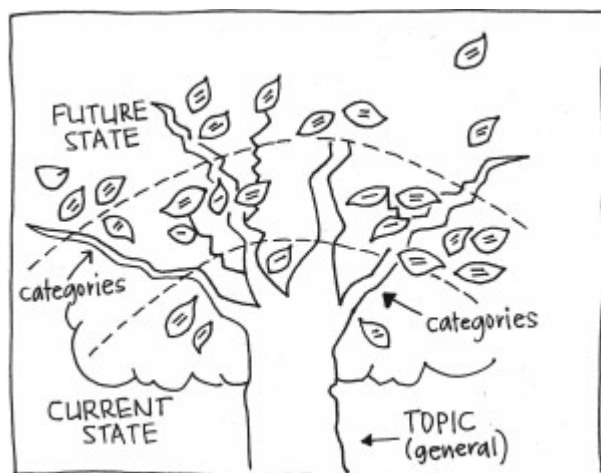
Number of Players

About 20

Duration of Play

40 minutes

How to Play



1. Tell the group that the inner part of the treetop represents the current situation in the school and moving outward means moving toward the future.
2. Divide your players into 4 smaller groups of about 5. Each small group will work on one of the “quarter trees”. Each quarter tree represents a focus area of our current school plan e.g. High Quality Teaching. Ask the players to write reflections about the focus area based on the current situation — one idea per “leaf” (**yellow post-it note**) and stick them on the inner part of the treetop. Get the group to cluster similar comments.

3. Next, ask the players to think about the focus area moving forward. Write on new leaves (**green post-it note**) one thought per leaf. GO OUT ON A LIMB
4. Tell the players to “prune” the future by posting their leaves around the treetop. Get the group to cluster similar comments.
5. Rotate the groups to the next quarter tree. Each player reads the existing leaves, ticks those they agree with and places a question mark on any leaf than needs clarification. Ask clarifying questions of the previous group if necessary. Repeat steps 2-4 until each player has contributed to all quarter trees.
6. Facilitators take a photo of each of the quarter trees, in case autumn comes early!
7. Put the tree together. Thin or thick branches can be drawn to show relationships or new growth. We may need a completely new branch e.g. wellbeing. If it grows asymmetrically, let that be.
8. Facilitators take a photo of each of the whole tree, just in case leaves shed on transplantation!
9. Discuss the shape of the tree that emerges. Which branches have the most activity? These indicate areas of focus moving forward.

Principals Report - Meeting June 17

Churchlands has completed its mid year rigorous exam program (Year 8 to Year 12) with the final exam held on June 7. This has followed on from an incredibly disruptive NAPLAN schedule compromised by ACARA's website problems which eventually appeared sorted, only for our last exam to be affected by the internet provider. They suffered accidental cable damage on the morning of this assessment, which significantly reduced our bandwidth access and most students were not able to complete the paper. Students have now had the option to re-sit paper copies of these exams with a significant number declining due to exam stress/fatigue. As with most schools leaders, I consider the validity of these results now to be highly questionable.

The school is now entering its reporting cycle with student reports available on SEQTA by July 7.

On a more positive note, the "Creating Communities Art Exhibition" was once again a highlight and a credit to the P&C organising committee lead by Jane Powell.

The following is an update on current school building/maintenance projects:

- Fencing. This has now been completed, however attendance to some minor short cuts is required of the contractor together with affixing school crest and lighting prior to signing off and payment.
- Solar Panels. The tender process has now been completed. As a panel, we met and considered five proposals that met the specifications. The tender was been awarded to West Australian Alternative Energy for a tender price of \$741 108, however since then I have been informed this company does not meet BMW's finance compliances. This project now goes back to tender – watch this space.
- The major four toilet blocks surrounding the main quadrangle have now been retiled - floor to ceiling. All pans, lids, etc., will now be replaced, cornice works added to the ceilings and a ceiling repaint; cubicle doors repainted and acid washing of the cubicle stone wall dividers will finalise this project over the coming months.
- The swimming pool and changeroom restoration project is close to sign off. Documentation should be available for builder pricing by the end of June and project commencement will hopefully take place in the school holidays.
- The Grounds Committee has formed and held two meetings. At the second of these Steve Postmus, Landscape Artist has agreed to work with the school in developing a coherent program involving student movement, shelter, shade, seating and appropriate gardens which will then form part of the school's next Business Plan. Costs for this work are expected to come from P&C, school and potentially the Churchlands's Foundation budgets.

While on the subject of planning, Andy Chapman is heading up a team of staff to gain input to/and develop the next Business Plan. I have provided a timeline and broad scope of direction within this, how it will operate, however there exists significant flexibility for "how we get there" to warrant staff input. The group is also very keen to get P&C and School Board input into this and hopes to attend a meeting of each to gain feedback and ideas.

Neil Hunt
Principal
Churchlands SHS
June 13, 2019

CSHS P&C – Treasurer’s report

17 June 2019

1.	Account balances –13/6/2019:																																
		<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%;">Balance</th> </tr> </thead> <tbody> <tr> <td>Building Fund</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;">20,165.83</td> </tr> <tr> <td>Building Fund</td> <td>Term deposit</td> <td style="text-align: right;">375,635.46</td> </tr> <tr> <td>Total Building fund</td> <td></td> <td style="text-align: right; border-top: 1px solid black;">\$466,787.29</td> </tr> <tr> <td>CSHS Music Parents</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right; border-top: 1px solid black;">\$ 17,686.75</td> </tr> <tr> <td>CSHS P&C General</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">106,944.46</td> </tr> <tr> <td>CSHS P&C Saver</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;">25,903.28</td> </tr> <tr> <td>Total available funds</td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">\$137,643.03</td> </tr> </tbody> </table>	Account Name	Account Type	Balance	Building Fund	Society Cheque Account	70,986.00	Building Fund Saver	Business Online Saver	20,165.83	Building Fund	Term deposit	375,635.46	Total Building fund		\$466,787.29	CSHS Music Parents	Cheque Account Bearing Interest	\$ 17,686.75	CSHS P&C General	Cheque Account Bearing Interest	106,944.46	CSHS P&C Saver	Business Online Saver	4,795.29	CSHS P&C Uniform	Cheque Account Bearing Interest	25,903.28	Total available funds		\$137,643.03	
Account Name	Account Type	Balance																															
Building Fund	Society Cheque Account	70,986.00																															
Building Fund Saver	Business Online Saver	20,165.83																															
Building Fund	Term deposit	375,635.46																															
Total Building fund		\$466,787.29																															
CSHS Music Parents	Cheque Account Bearing Interest	\$ 17,686.75																															
CSHS P&C General	Cheque Account Bearing Interest	106,944.46																															
CSHS P&C Saver	Business Online Saver	4,795.29																															
CSHS P&C Uniform	Cheque Account Bearing Interest	25,903.28																															
Total available funds		\$137,643.03																															
	Notes:																																
	1. To be closed and transfer funds to Building Fund Saver account.																																
	2. To be closed and transfer funds to CSHS P&C General account.																																
2.	Year to date results:																																
	- Parent contributions: \$40,000 after Term 1.																																
	- Uniform shop:																																
	o Net sales YTD \$258K, profit to 13/6/2019 is \$10K (excl wages for this week)																																
	o Stock is \$223,000, reduced by \$36,000 since \$259,000 at 31/12/2018 plus \$4.9K Fabric purchased from WW.																																
	o Projections:																																
	▪ Annual profit 10% of net sales (Ex. GST)																																
	▪ Stock level reduced to normal levels by end of year.																																
	▪ No allocation of bookkeeper’s salary to uniform shop																																
3.	Funding requests:																																
	- \$2,070 funding request for Trees for Survival – see attached email from Jim Bell/Tanya Crewe.																																
4.	Payment requests/timetables:																																
	- Minute:																																
	- To streamline processes and minimise mistakes, only payment and reimbursement requests submitted to ‘accounts@churchlandspc.com.au’ by 8am on Monday mornings will be processed for payment that Wednesday, any requests received after this time will be processed for payment on Wednesday the following week.																																
	- Signatories to authorise payments loaded to Commbiz after confirmation from Treasurer/Bookkeeper re payment details.																																
5.	Logins and authorisations – Shopify & VEND:																																
	- Currently only 1 person (uniform shop manager) has ‘account owner’ login access to edit financial institution details, i.e. the account where the shop and online store sales are deposited.																																
	- Potential risk to the P&C																																
	- Propose: Manage/update logins so that only the Treasurer has login authorisations to edit financial institution details in Shopify & VEND, while ensuring that the uniform shop manager has the access required to manage the shop.																																
6.	To do:																																
6.2	Receipts for Building fund donations (1/7-18/8/18) – This is in process.																																
6.2	Close bank accounts – Waiting for confirmation that I am a bank signatory to do this.																																

Balance Sheet

CHURCHLANDS SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC As at 30 June 2019

30 Jun 2019 31 Dec 2018

Assets

	30 Jun 2019	31 Dec 2018
Bank		
Aus Post Load & Go	713	348
Cash float - general	500	500
Cash float - uniform shop	-	200
CBA Building cash mgt 7935	20,166	20,126
CBA Building Fund 2439	70,986	70,986
CBA Building Fund term deposit	375,635	372,843
CBA Cash Management A/C 5867	4,795	4,795
CBA general cheque A/C 6114	106,614	24,196
CBA MPC cheque A/C 3045	17,813	20,757
CBA Uniform cheque A/C 5832	23,292	76,708
Total Bank	620,514	591,459
Current Assets		
Accounts Receivable	8,392	128
Accrued Interest Income	-	789
Electronic Clearing Account	-	20
Petty cash - uniform shop	200	385
Prepayments	(205)	2,475
Uniform new stock	223,024	259,200
Uniform secondhand stock	3	3
Uniform shop float	400	-
Uniform Stock Fabric	4,942	-
Total Current Assets	236,756	263,000
Fixed Assets		
Office Equip Accum Depn	(2,447)	(1,890)
Office Equipment at Cost	5,473	5,473
Plant & Equip Accum Dep	(68)	(45)
Plant & equipment at Cost	1,364	1,364
Total Fixed Assets	4,321	4,901
Total Assets	861,591	859,359

Liabilities

	30 Jun 2019	31 Dec 2018
Current Liabilities		
Accounts Payable	17,736	65,854
Accrued Expenses	-	4,500
ATO - Integrated client account	-	4,421
GST	3,896	147
PAYG Withholding Payable	1,624	-
Rounding	-	-

Balance Sheet

	30 Jun 2019	31 Dec 2018
Superannuation Payable	1,805	3,351
Unearned income	-	4,780
Total Current Liabilities	25,060	83,052
Non-Current Liabilities		
Wages Payable - Payroll	2,752	-
Total Non-Current Liabilities	2,752	-
Total Liabilities	27,812	83,052
Net Assets	833,780	776,307
Equity		
Current Year Earnings	57,473	56,731
Membership Funds Carried Fwd	754,030	697,299
Trx - Building Fund	(75)	(75)
Trx - Canteen	6,927	6,927
Trx - Music	3,587	3,587
Trx - Uniform Shop	11,838	11,838
Total Equity	833,780	776,307

Profit and Loss

CHURCHLANDS SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC

All Jobs

1 January 2019 to 30 June 2019

	ART - Art exhibition	BUI - Building Fund	GEN - General	MPC - Music Parents	UNI - Uniform shop	Total
Income						
Bar Sales	99	-	-	-	-	99
CSHS P&C Contributions	-	-	40,093	-	-	40,093
Entry Fees	2,364	-	-	-	-	2,364
Interest - Cash Management Acc	-	-	40	-	-	40
Interest - term deposit	-	2,004	-	-	-	2,004
MPC Event Catering - Chamber	-	-	-	20	-	20
MPC Event Catering - External Events	-	-	-	616	-	616
MPC Event Catering - Internal events	-	-	-	2,987	-	2,987
MPC Event Parking - Concert Hall	-	-	-	300	-	300
MPC Parent Donations - Beverages	-	-	-	610	-	610
MPC Sausage Sizzle - Bunnings	-	-	-	2,500	-	2,500
New uniforms	-	-	-	-	258,485	258,485
P&C Membership Fees	-	-	71	-	-	71
Sales	34,302	-	-	-	-	34,302
Total Income	36,766	2,004	40,204	7,033	258,485	344,491
Less Cost of Sales						
Cost of New Uniforms	-	-	-	-	193,180	193,180
Discount received	-	-	(65)	-	(181)	(246)
Shortfall in cash	-	-	-	-	208	208
Uniform stock take adjustments	-	-	-	-	866	866
Uniform stock write-offs	-	-	-	-	808	808
Total Cost of Sales	-	-	(65)	-	194,882	194,816
Gross Profit	36,766	2,004	40,270	7,033	63,603	149,674
Less Operating Expenses						
Accounting Fees	-	-	68	-	-	68
Alcohol Purchases	453	-	-	527	-	980
Artist Payments	24,691	-	-	-	-	24,691
Bank Charges	-	-	61	5	41	106
Business package insurance	-	-	232	-	989	1,220
Computer Expenses	-	-	400	-	-	400
Depreciation Expense	-	-	210	149	221	580

Profit and Loss

	ART - Art exhibition	BUI - Building Fund	GEN - General	MPC - Music Parents	UNI - Uniform shop	Total
Donations for music equipment	-	-	-	(11,259)	-	(11,259)
Donations to school	-	-	10,000	-	-	10,000
Employment insurance	-	-	-	-	2,003	2,003
Event Catering Expenses	687	-	-	1,271	-	1,957
Event General Expenses	-	-	-	233	-	233
Internet Expenses	-	-	382	-	-	382
Meeting expenses	-	-	208	163	-	371
Merchant Fees	-	-	347	-	2,714	3,062
Printing & Stationery	-	-	-	-	125	125
Resilience Program	-	-	500	-	-	500
Shopify Fees	-	-	-	-	114	114
Sundry Expenses	614	-	-	-	166	780
Superannuation expense	-	-	547	-	3,490	4,038
Trybooking Fees	(1)	-	-	-	-	(1)
Uniform Shop expenses	-	-	-	-	4,590	4,590
WACSSO Affiliation Fees	-	-	1,925	-	-	1,925
Wages and salaries	-	-	5,763	-	38,158	43,921
Workers compensation insurance	-	-	-	-	844	844
Y12 Medallions	-	-	-	572	-	572
Total Operating Expenses	26,445	-	20,643	(8,340)	53,453	92,202
Net Profit	10,320	2,004	19,627	15,372	10,149	57,473



10 Jun 2019 17:44

Tanya Crewe to Brendon Flaherty

From: Tanya Crewe (/contacts/1689238)

tanyacrewe@gmail.com

To: Brendon Flaherty (/contacts/1688927)

cshspc@mail.tidyhq.com

Hi Kate and P&C,

On behalf of the Trees for Survival,

We would like to request that the costs be met for the planting camp in August this year. Churchlands SHS students have substantially contributed to reverse the degradation of some farming land around Corrigin and Brookton. The students' time is best spent looking after the trees that are planted, particularly weeding and splitting rather than fund raising at this stage. The Good2Grow events have raised funds that relate directly to these activities which these students participate in all year .

Last year the cost of the bus was \$1310,
Cost for fuel is about \$200,
Cost of accommodation is \$280
Basic essentials \$200

We also also request some funds for the veggie garden. \$80 for seedlings etc

Thanks for your consideration

Tanya for Jim Bell

n Thu, Jan 3, 2019 at 2:25 PM Kate Sinfield <president@churchlandspc.com.au (mailto:president@churchlandspc.com.au)> wrote:

[View Full Thread \(/communicate/emails/f148a1fe0eb1#7e6ac0b5cf93\)](/communicate/emails/f148a1fe0eb1#7e6ac0b5cf93)

Churchlands SHS P&C Community Art Exhibition 2019 Report

The 2019 P&C Community Art Exhibition was held over the weekend of 24-26 May. The Exhibition was excellent, with quality artworks on display in the Gallery and Art Rooms 2 and 3 of the Visual Arts Building.

Britt Mikkelson, sculptor and Churchlands SHS alumna, opened the Exhibition. Britt's strongly encouraged the gathering to keep practicing their art, not just for the public, but because art is the expression of who and what artists are. Greg Baker, guest artist, spoke not only about what inspired him, but also his long-held dream to be an artist and touched on the artist within us all. The speeches were well received.

Two words can be used to summarise the exhibition - success and renewal. Success can be measured in many ways. Participation, outreach, engagement, sales, and funds raised for the P&C to help enrich our children's learning environment are covered below and in the Treasurers Report.

Key Statistics

	2016	2017	2018	2019
Visitor Numbers				
Opening Night	295	288	114	167
Saturday	212	265	138	287
Sunday	258	238	211	195
TOTAL	765	791	463	649
Artists				
Artists	150	165	115	138
Artworks	451	498	350	426
Sales				
Sales	65	66	58	73
Value of sales	\$25,876	\$28,461	\$22,769	\$31,688

The value of artwork sold for 2009-2015

TOTAL SALES OF ARTWORK BY YEAR						
2009	2010	2011	2012	2013	2014	2015
\$22,740	\$31,269	\$32,840	\$16,565	\$14,498	\$11,621	\$36,675

Supplied by Jan Wilson for 2009-2015, Katrina Grose for 2016 and 2017
Nandita Naroth 2018 and Shirley Godfrey 2019

Takings 2016 - 2019

	2016	2017	2018	2019
Bar	\$1,183.00	\$689.60	\$750.00	\$1,383.00
Leftover wine	\$690.00	\$898.00	\$400.00	\$99.00
Art sales	\$25,876.00	\$28,461.00	\$22,769.00	\$31,688.00
Donations	\$1,061.45	\$824.30	\$623.10	\$1,177.30
Cake stall	\$613.10		\$445.00	
Total	\$29,423.55	\$30,872.90	\$24,987.10	\$34,347.30

The Artists

The guest artist was Greg Baker, renowned West Australian seascape and landscape artist. Greg presented a selection of 12 works depicting City Beach, Venice, Costa Brave and musicians.

More than 138 artists entered over 426 artworks to be displayed. Of the 138 artists, 54 (39%) were either new or returning from a three or more year break. The introduction of the online entry form using Trybooking may have been a key contributor to the renewal? Some of our more elderly regulars and have been replaced by younger artists. It was delightful to see a new and renewed interest amongst the artist community in the P&C Community Art Exhibition.

Renewal is demonstrated in the number of new artists and those returning from more than three year break as a proportion of the total artists – 39%.

The exhibiting artist community is widespread this year. They came from as far afield as Moora, Margaret River and Mahogany Creek, but most are from the Churchlands SHS catchment and northern suburbs of Perth metropolitan area.

Worthy of special note is the continued participation of student artists, who range between 3 and 17. This year students entering work were enrolled at Woodlands Kindergarten; Doubleview, Karrinyup, Lake Monger, Nedlands, Rosalie Park, and Wembley Primary Schools; and Churchlands, Carine and Balcatta Senior High Schools.

Sales and Commissions

This year was the best in terms of sales and pieces sold in recent time, with 73 pieces valued at \$31,688. Of special note this year was the interest in commissioning works. Six artists have received commissions for works similar to those entered in the Exhibition. One artwork has been delivered and the artist kindly donated 20% of the sale price to the P&C.

Visitors

Visitors also came from near and far. Seventy percent (71%) of visitors came from the Churchlands SHS catchment postcodes. Ten percent (10%) came from the suburbs north. Five percent (5%) from the City and Shenton College's catchment. Just over five percent (5.4%) came from suburbs south of the river and the remaining eight percent (8%) came from eastern metropolitan and country postcodes. So in terms of local community engagement and community outreach the P&Cs Art Exhibition serves the School well.

How did you hear about the art exhibition?

The Art Exhibition is clearly an important event for artists who enter the exhibition. The Opening is an occasion for them, their family and friends, with 54% of the visitors being an artist or hearing about the exhibition through a personal association. Sixteen percent of visitors received some form of electronic communication, 14% saw an article in the print media and 18% saw a roadside sign. See the following table for the breakdown by day and comparison with 2017.

How did you hear about the art exhibition?

	Friday	Saturday	Sunday	Total	% 2019 Total	% 2017 Total
--	--------	----------	--------	-------	--------------	--------------

Personal Association

Word of mouth (someone told me) student, artist, friend	67	77	61	205	32%	28%
Been before	15	21	3	39	6%	7%
Artist exhibiting at the exhibition	43	38	11	92	14%	18%
Other including invites	15	1	0	16	2%	7%
Sub Total	140	137	75	352	54%	60%

Electronic - associated with CSHS or Art Exhibition

CSHS email Churchlands Bytes	7	23	13	43	7%	12%
Primary School email	0	3	1	4	1%	2%
Facebook, Art at Churchlands, School website	10	19	15	44	7%	3%
Instagram #artchurchlands (new 2019)	3	7	1	11	2%	0%
Sub Total	20	52	30	102	16%	17%

Media

Community Newspaper Articles - Post, Stirling Times other	3	33	29	65	10%	3%
The West Australian – Arts pages, Seven Days TV	0	20	8	28	4%	0%
Sub Total	3	53	37	93	14%	3%

Signage

Saw signs or banners	6	45	48	99	15%	10%
Saw poster	5	5	6	16	2%	1%
Leaflet						9%
Sub Total	11	50	54	115	18%	20%
TOTAL	174	292	196	662		459

The 2019 Exhibition dates appeared in articles in The West Australian arts and social pages, Seven Days – What's on this weekend and What's on this month, the Post Newspaper, Stirling Times and Rockingham/Fremantle Gazette. The Post included articles about the artists, the opening and the announcement of the Davey Real Estate Scarborough People's Choice Award winner. The West Australian included photos of Opening Night in the TODAY Social pages. Jennifer Storey, year 7 parent, was responsible for organizing the press coverage.

Given the planned media exposure, rather than conduct a letterbox drop, the money usually spent on leaflets was spent on new signs. Roster signs were placed outside all the catchment primary schools on Election Day. Signs were

placed in peoples front gardens in the school catchment ahead of the exhibition and in prominent roadside places on the Thursday night before the Opening. Anecdotal evidence suggests that while people maybe aware that the Churchlands SHS has an exhibition, many made the final decision to when they saw 'on this weekend' roadside signage.

The Art Exhibition Team

Events such as the Art Exhibition can only happen with the generous support of the School's parents and community volunteers.

The 2019 Committee was very much a team with members taking on both discrete and team responsibilities around media and public relations, artist liaison, opening night, displaying the art works and staffing the exhibition over the weekend. Many volunteers participated for the first time in 2019. Some volunteers no longer or never had children at the School, but were artists or friends helping friends.

This was a year for considerable renewal with half the organising committee and half the event team participating for the first time this year. This augers well for future years.

Organising Committee

Leonie Allison, Ruth Ashton*, Fiona Burns, Jane Hegarty*, Sandra Johnston, Andrea Montague*, Jane Powell (convenor)*, Jennifer Storey, Lucie Vrbska*

Opening night

- Catering - Andrea Montague*
- Bar - Fiona Burns, Lisa Stevenson*

Sales desk - Shirley Godfrey, Bridget Barry, Pauline Sikweti, Carmen Langley*

Artist Liaison - Leonie Allison

Media, P&R, Instagram - Jennifer Storey

Facebook - Sandra Johnston

Curators - Amanda Shelsher* & Jane Powell*

Curatorial Team - Robyn Abbott, Leonie Allison, Ruth Ashton*, Natalia Bersnier, Valerie Burns, Cindy, Fiona Davis, Phil Gambrell, Lisa Groves*, Raelene Lovick*, Barbara Macnish, Walter Mauch*, Andrea Montague*, Calina Montebello, Jo Pallavicini*, Lisa Stevenson*, Jennifer Storey, Geana Strang, Paulette Westford.

Volunteer Coordinators - Leonie Allison, Ruth Ashton*.

Graphics - Lucie Vrbska*

Sponsorship - Ruth Ashton*

Accounts support - Shirley Godfrey, Rachel Clegg

Team Coordinator - Jane Powell*

(*denotes previous involvement)

Students - Community service volunteers and Tanaia Wenham harpist

School staff

School liaison - Jane Hegarty

Catalogue & Administrative support - Claire Curtis

Arlene Thomas, Helena Francis, Robin Moore, Jarrod Jenkins, Nove Ivanoski and the facilities staff, Jane Hegarty and the Visual Arts staff, Christina Kolodij.

To all these people the P&C says THANK YOU.

Note from the convenor

It was a privilege to lead the team in 2019.

Every thing went very smoothly after for the initial hiccup which saw the introduction of Trybooking to manage entries.

There is however some issues to work through if Trybooking is to be used again in 2020. The issues include providing artists with one location for information, clear instructions so they complete the entry online, and confirmation of the detail of their entry. The capacity of Trybooking as a communication tool also needs to be explored.

For the last three years email addresses of the people who purchased artworks, have been collected, but as yet have not been used either to thank people for supporting the exhibition and artists, or to invite them to the exhibition in subsequent years. This is an opportunity to explore for 2020.

The P&Cs Community Art Exhibition is a fixture in the art community's calendar and has become increasingly important with the cancellation of Newman Colleges's Art Show. It's worthy of the P&C's continued support.

To all those who supported the 2019 Community Art Exhibition – THANK YOU

Jane Powell
Art Committee Convenor

Uniform Shop Report

May 2019

Summary

Since my 12-month Summary Report four weeks ago, the uniform shop has had an uneventful start to term 2 with both quiet and busy trade days and periods through each day. With recent exams and NAPLAN over the last 2-3 weeks we have noticed a significant decrease in customers during this time however with cooler days we also have very busy periods as well making it difficult to predict with staffing levels.

Online Uniform Sales

The online store was successfully launched at the end of term 1. Many students still want to try items on therefore sales have fluctuated and to date we've had 156 online sales with a few larger order days when the first of the cooler weather hit.

Interestingly, many students are coming to the uniform shop to be served for sizing and then writing it down so their parents can order the item in their size online later from home. This has then resulted in a double visit to the uniform shop.

There is a high exchange rate of online orders as most students find they do need to try items on so parents take a guess at the size when ordering and the student then collects their order and then lines up in the customer queue to come in and try it on and often exchanging the size.

We have a sizing guide on most items on the online store.

The online store has been promoted in the Bytes as well as the P&C Facebook page. A communication has also gone to students to remind them they will need their order number when collecting an order.

Stock Levels

As planned, there have been no shortages of stock and we continue to work towards reducing our stock levels that occurred when moving suppliers at the end of last year. We anticipate being at a much lower level of working stock by term 1 next year once we've had the end of year fittings and busy start to 2020.

Uniform Items

Polar Fleece Jacket

Due to declining sales of the Polar Fleece jacket, including an outdated design, decrease in fabric quality over the years making it the least warm uniform item and it not being made from an environmentally friendly fabric - the polar fleece jacket has been phasing out and as we no longer have a particular size in stock it has been replaced with the new zip fleece jacket with zip pockets, made from the same fabric as the popular windcheater. These have only been in stock for a few weeks.

Cargo Trousers

Like last year, the cargo trousers remain a very popular uniform item for girls and boys at this time of year with 370 pairs sold in the last couple of months.

Uniform Shop Report

May 2019



**Parents &
Citizens
Association
Incorporated**

2020 Leaver Jackets

2020 Leaver Jacket committee has had their first meeting with our supplier and are currently designing their first round of draft designs.

This year it was approved to investigate a 2020 Leaver Rugby Jersey in addition to the jacket. It hasn't yet been confirmed if this will go ahead as it depends on the design and the committee canvassing the current Y11 students for interest.

Natasha Madams

Uniform Shop Manager

Churchlands Senior High School
Grounds Committee Meeting
29 May 2019 3.30 pm

Present: Neil Hunt, Helena Duffy, Jim Bell, Roger Harris(Chairperson), Robyn Overstone, John Gillon (School Board), Dave Lukavecki (P&C representative), Steven Postmus (Landscape Artist), Arlene Thomas.

Apologies: Kate Sinfield

Neil welcomed all to the meeting – Roger Harris and Arlene Thomas selected as the Chair and minute taker respectively.

Neil introduced Steven Postmus from Carrier & Postmus Architects to the group – he worked on this project about 18 months ago – left over funds from the building project was going to be used at the school for other works. The Education Department had approached the City of Stirling to buy some of the bushland across the school to be used by our student body. Steve had done some landscaping work around the Year 7 area – problems with shade and grass not growing. However following a change in the government, all unused funds from building projects was sent back to Treasury and the project did not go ahead. Steven was invited to speak to the group about his work and his previous involvement with the school.

Steven really interested in aspirational projects and with a few more sittings and discussions with the committee members, will be able to put forward a strategy to create an Entrance for the school with a clear cut pathway to Admin. Steven provided a snap shot of some of the projects that his company was involved in. Steven stressed the value of following a process – work through priorities making sure we capture the most important things – research combining mapping (shade, gatherings), students (surveys, workshops), staff, maintenance, aspirations, communication, local council, understanding feedback – all very valuable in developing a project. Get everybody's ideas, put them together and come up with a plan.

Over the next 4 years, the rest of the transportable classrooms will be taken away, work to make good the area will be undertaken and eventually the Physical Education Department will get their footy oval back. By 2023 our numbers will be back around 2500 students with very little movement after that.

Robyn Overstone has identified maintenance issues around the school, Roger Harris has provided ideas for CSHS to be a culturally responsive school which Steve can use in his planning. Jim Bell commented that he was interested in having WA trees and plants – particularly good for our Aboriginal students; more deciduous trees – provide sun in winter and shade in summer. No gum trees near buildings – to avoid concrete/paving lifting. Jim was disappointed with what was provided by the Architects and has been working steadily to remove trees that were not from WA.

Helena Dufty suggested a Shelter be erected from the E Rooms and extended to the F Block so students can continue to play hand ball in Winter. Also need to take into account the yellow recycling bins and other rubbish stations – also need to consider access into the school near the rubbish bins , areas where student gather and movement around the school. May have to look at existing paths and remove some as it may be seen as an invitation to use it as a pathway.

Some areas identified as needing work is between F Block and the Bike Shed near the bins, area outside Home Economics, behind the toilets and green house. Also suggested that signs on the buildings be replaced with Aboriginal names. Roger has had discussions with the Council re using the bushland as an outdoor classroom – positive support from them – able to take students and use it as a teaching resource. Bushland looking much better as staff and students assist the City of Stirling with tree planting. Need to look at having calm areas for students with anxiety issues – gardens/running water.

This project will form part of our School Business Plan – look at what we can do and when we can do it. Funding for this project to come out of school, P&C and the Foundation.

John suggested we identify areas, develop a master plan, be sure we are happy with it, set out our priorities and rank them – going to take time but we have to make sure we get value for money.

Steve to take all these ideas and come up with a proposal for us to take to staff and students for consultation and feedback. We have got ideas – need to get them in writing for Steve to use in his proposal.

Steve and Roger to arrange for a walk around the school – it was acknowledged that the signage has not been extended to the new buildings - an opportunity to think about signage – whether we have Aboriginal names – need to ensure that whatever names we come up with needs to fit in with our student database – MAZE.

Next meeting – Roger Harris to schedule and inform committee members.