

# CSHS P&C Association Inc



## 190325 CSHS P&C General Meeting

General Meeting

When 25 Mar 2019 at 19:30

Location: Choral Studio, CSHS, Choral Studio, CSHS

Chairperson Kate Sinfield

Minute taker Brendon Flaherty

Present Marina Biddle , Amir Nik Eftekhari , Brendon Flaherty (Secretary / WACSSO Rep), Kelly Flaherty (Uniform Shop Coordinator), Shirley Godfrey (Treasurer), Tracey Gralton , Nikki Harvey , Neil Hunt , Chris Knott , Dave Lukavecki , Miranda Overmeire , Elisa Peterson , Chris Porteous , Jane Powell (Art Show Coordinator, Communications), Kate Sinfield (President), Craig Stewart , Geana Strang , Ken Taylor (Vice President)

Apologies Valerie Burns , Sandie Lam

## Minutes

### 1. Welcome

The meeting opened at 7:33 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 AGM of 18 February 2019 were Moved, Voted & ACCEPTED as a true record.

### 3. President's Report

Kate presented her report, with additional items as follows:

- The School has set up a new Grounds Committee - Dave Lukacevic has volunteered to be the P&C Coordinator - Kate to send out job advertisement to see if there are any other volunteers.
- WACSSO have advised that they will provide certificates to P&C volunteers who have done more than 10 years service - Tracey Gralton, Brendon Flaherty, Marina Biddle and, Chris Porteous to put forward their details for consideration.
- Kate has proposed that the P&C create a role for a volunteer Grants Officer. Discussion re difficulties, what to target, how to make it successful followed. To be considered further at the next meeting.

[20190325\\_President's\\_Report.pdf](#)

[Form\\_74\\_-\\_WACSSO\\_Volunteer\\_Certificate\\_Ap....docx](#)

### 4. Principal's Report

Neil presented his report, with some additional items:

- The solar panel tender is due to be finalised on 6 June
- Neil provided results from parent & student questionnaires that were currently being assessed. Ratings overall were good with some differences between lower, middle and upper school cohorts.
- The results will be in school's Annual Report at start of term 2
- There were some common issues around suicide, cutting and drugs and the school was keen to get further results to enable them to create a strategy to deal with these more effectively.

[20190325\\_P\\_C\\_Principals\\_Report.pdf](#)

### 5. Treasurer's Report

Shirley presented her report.

- Building funds to be reinvested for 5 months as the money would not be needed until then for the Solar Panel project (\$200k allocated)
- Single Touch Payroll needs to commence 1 July
- Parent donations are expected at the end of term
- Adjustments to the 2018 Audit were needed due to oversights

[20190325\\_treasurer's\\_report.pdf](#)

#### 5.1. Spending Requests & Suggestions

The school finance committee meeting on 4 April, so no specific requests until then.

Defer YouthCARE donation discussion until next meeting so we can understand available funds.

## 6. Communications

Jane presented a verbal report.

- A school newsletter will be issued during the holidays
- Contact Jane for any communications needed to be sent out.

## 7. Art Exhibitiion (24-26 May)

Jane presented her report

1. Facebook and now Instagram are operational - Art@churchlands - Please like / follow

[📎 20190325\\_Art\\_Committee\\_Report.pdf](#)

## 8. Music Parents

Tracey presented a verbal report

- Tracey introduced Elisa Peterson as the new MPC Secretary
- Unplanned MPC events need to be notified to the Executive via email (executive@churchlandspc.com.au) and they can then be taken as an official P&C event.

## 9. Uniform Shop

Kelly presented her report (the Uniform Shop Manager's report also attached)

- The online store has been ready to go since the start of February. The Treasurer confirmed that she is doing a purchase tonight to finalise the commencement of the online ordering system
- A focus group needs to be set up to propose guidelines for the operation of the Uniform Shop with annual targets for Service levels, required profit margin, stock levels, etc.
- An all weather protection is needed for the front of the shop to protect students and parents waiting for entry. The school can make its own decisions up to %50k total spend, otherwise it needs to be done by the department of Building Management & Works (BMW) although this takes an extraordinary time to get started. Further discussion / action needed ASAP.

[📎 20190325\\_Uniform\\_Shop\\_Manager\\_Report.pdf](#)

[📎 20190325\\_Coordinator\\_report.pdf](#)

## 10. YouthCARE

Kate had attended the YouthCARE AGM

- Andrew Winton had provided a report on the justifications for chaplains at CSHS.
- The school has 3 chaplains on average 4 days each - therefore funding requirement is large ~ \$180k p.a.
- Nikki Harvey voted in as YouthCARE coordinator unopposed.
- Kate asked to delay the funding decision for YouthCARE until the next meeting

[20190325\\_Youthcare\\_Letter.pdf](#)

## 11. Act-Belong-Commit

Chris advised that no activities had occurred:

- RUOK Day will be in Term 3

## 12. Quiz Night (16 August)

Miranda presented her report (with Kelly Flaherty)

- Cannot give alcohol as a prize for a quiz night based on knowledge, but can as a raffle, etc.
- Looking for more volunteers

[20190325\\_Quiz\\_report.pdf](#)

## 13. Good2Grow (1 September)

Kate presented a verbal report:

- Good2Grow has been linked to Tanya Crewe for many years and raised \$16k for school last year
- Most money comes from mulch / fertiliser / garden produce, etc
- Stalls make very little money (currently 10% of turnover is required to be paid to P&C as a commission)
- The student Thursday gardening lunch group always assist
- Good2Grow is a school name from a competition

### Tasks

- ✓ Talk to Tanya Crewe regarding the P&C taking over management of the day on a reduced basis.

Assignee: Kate Sinfield

Due date: 03 May 2019

## 14. School Board

Chris presented his report

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[20190325\\_School\\_Board\\_Meeting\\_minutes\\_28\\_....pdf](#)

## **15. Fathering**

One nomination was received only for the position of Coordinator - Craig Stewart was elected unopposed.

Craig has already spoken to the Fathering Project and is keen to restart the program targeting the Year 7 dads first

### **Decision**

## **16. ICT**

Ken Taylor presented a verbal report

- The first meeting is this week, so nothing to report yet.

## **17. General Business**

### **17.1. Correspondence**

A request for any nominations for a role as WACSSO Councillor were received via letter.

Anyone who wanted to apply should contact the Secretary or WACSSO directly.

[📎 C19001\\_WACSSO\\_State\\_Councillor\\_nominations.pdf](#)

## **18. Next meeting - 13 May**

Meeting concluded at 9:00 pm.

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*End of minutes.*

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

# Minutes of 190325 CSHS P&C General Meeting on 25 Mar 2019

## Summary of Matters Arising

### Decisions

Item Decision

2. The Minutes of the AGM of 18 February 2019 were Moved, Voted & ACCEPTED as a true record.

15.

### Tasks

Item	Task	Assigned to	Due date
13.	Talk to Tanya Crewe regarding the P&C taking over management of the day on a reduced basis.	Kate Sinfield	03 May 2019

## Summary of Attachments

### Attachments

Item File Name

3. [20190325\\_President's\\_Report.pdf](#)  
[Form\\_74\\_-\\_WACSSO\\_Volunteer\\_Certificate\\_Ap....docx](#)

4. [20190325\\_P\\_C\\_Principals\\_Report.pdf](#)

5. [20190325\\_treasurer's\\_report.pdf](#)

7. [20190325\\_Art\\_Committee\\_Report.pdf](#)

9. [20190325\\_Uniform\\_Shop\\_Manager\\_Report.pdf](#)  
[20190325\\_Coordinator\\_report.pdf](#)

10. [20190325\\_Youthcare\\_Letter.pdf](#)

12. [20190325\\_Quiz\\_report.pdf](#)

14. [20190325\\_School\\_Board\\_Meeting\\_minutes\\_28\\_....pdf](#)

17.1. [C19001\\_WACSSO\\_State\\_Councillor\\_nominations.pdf](#)

*Attachments can be found under your TidyHQ admin account at:*

Storage > Meetings > 190325 CSHS P&C General Meeting

CSHS P&C  
Presidents Report  
25<sup>th</sup> March 2019

The Year 7 Welcome BBQ was a lovely event and thank you to Bernie Dunn and his team for organizing.

Other items:

- The solar project is still to be completed and we have \$200,000 in funds committed and ready to be transferred.
- We are looking at appointing a Grants Co-coordinator to head up a working group to check regularly for grants on offer and apply for appropriate grants. Let's discuss.
- Any P&C members who have done 10 years of P&C service here and at other schools? We can have them recognised by WACSSO. Let's put a list together!
- Online ordering for the Uniform Shop is in the testing stage.
- Grounds Committee; the school is reestablishing a Grounds Committee and we can have representation on that committee. Let's discuss.
- Liquor License application for the concert hall is still in progress.
- From an advertisement placed through the school we have candidates for the Fathering Program and YouthCARE which we will vote on at this meeting.
- YouthCARE have requested \$38,000 funding. Andrew Winton has written to us and I advise all members to read this before we discuss at this meeting. Last year the P&C donated \$35,000 and this is our biggest single donation to the school and the children's pastoral care each year.

Thank you to everyone for all their hard work, especially the members of the executive.

Kate Sinfield



**CHURCHLANDS**  
SENIOR HIGH SCHOOL

**CHURCHLANDS SENIOR HIGH SCHOOL**  
**Parents and Citizens' Association Incorporated**

20 Lucca Street, Churchlands WA 6018

Phone: (08) 9441-1700  
[admin@churchlandspc.com.au](mailto:admin@churchlandspc.com.au)

ABN: 56 578 130 654  
[www.churchlands.wa.edu.au/our-community/p-c](http://www.churchlands.wa.edu.au/our-community/p-c)

**Nomination of a long-standing P&C volunteer for a Certificate of Merit**

**Nominator**

Name:

Contact Phone:

Contact Email:

**Nominee**

Nominee Name:

Schools where served: 1

2

3

**Details of Nominee Service**

Length of Service \* How long has this person served as a P&C member? (Must be 10 years+)

Positions and Duties \* Please enter a description of the positions held by the person you are nominating, along with the duties they undertook in these positions.

Details of service and special activities \* Please enter a description of the service given by the person you are nominating, along with details of any special activities they have been involved in on behalf of the P&C and any community activities where relevant.

Please send the certificate to the address above marked to the attention of the P&C Secretary



## P&C Principals Report

Term one has been incredibly busy for all staff at Churchlands Senior High School. Since we last met on February 18 staff at the school have been engaged in a wide range of activities all aimed at improving student outcomes. Associate Principals have run a number of information evenings which have been extremely well attended by parents. Mr Dunn also coordinated the Year 7 family welcome Bar-B-Q supported by the P&C with the Churchlands Foundation presenting the two music scholarship winners.

A focus for term one is on school accountability against our performance in 2018. To that end each of the faculties provides me with their annual report and then in a follow up meeting their performance is dissected against strengths and weaknesses with follow up planning for improvement. At the same time I am preparing the school's Annual Report which needs to be presented to the School Board for consideration, amendment where/if necessary and publication to the community once endorsed.

Of note this term has been

- The exchange visit from our French sister school, Sasserno High School, who enjoyed a wonderful two weeks with us.
- The School Ball which was a resounding success with over 500 students and 49 staff in attendance. This will be the last school Ball for some time where our students will be allowed to bring outside partners.
- All students had their photos professionally taken with parents given the opportunity to purchase copies.
- The school held House swimming carnivals across all year groups resulting in some selected to represent the school in the A Grade Swimming Carnival the results of which will be known prior to our meeting.
- Our first major school tour was held on March 8 with over 150 parents in attendance.
- Mr Dunn has visited to our feeder primary schools to talk to year 6 students and deliver information packages for our AEP testing which he does around this time each year. On the basis of student indication he estimates our year 7 enrolment numbers for 2020 will be between 380 and 420. This is around our expectation with the opening of the new college located adjacent to the old Subiaco Football Ground.
- All of our year 12 student have had scheduled personal planning sessions with either our consultant Sally Topley (ATAR bound students) or Clare Slodecki (non-ATAR bound students). These sessions run from Monday February 18 and finish on Friday March 22, a massive commitment.
- Interim reports for years 7 and 11 are currently being compiled and will be released to parents via SEQTA on March 27. The parent teacher meeting day will follow on April 1<sup>st</sup>.
- Planning is well underway for three international tours which all depart soon and extend over the term one break. We have 35 students visiting Japan, 26 students travelling to France to catch up with recent acquaintances and 22 students make up the Ancient History tour to Greece.
- Almost 100 students have been busy rehearsing with Angela Padley, Ruth Sutherland and Paul Sealey as they prepare for our major musical performance of "Wicked". This season will run in the second week of next term.
- Mr Dunn has been kept busy preparing for NAPLAN on-line in week 3 of term 2. This is proving to be an impost on the school with huge work hours attached to manage this. Mr. Dunn alone will have contributed over 200 hours of his time to manage this. Teachers need to be trained up to conduct the tests. This will cost the school financially to provide relief. Most

significantly however is the disruption to student learning which will be compromised not only during the two week block when these tests are run, but also late this term when we have to schedule full practice runs. One has to question whether there is educational value in gaining these literacy and numeracy results. Is the purpose educational or political?

- The Hale Lucca fencing project is now well underway and will be completed during the holidays so as not to interfere with student departure times.
- The solar panel tenders are in evaluation mode by BMW and the final tender committee will meet and allocate the contract by the end of term.
- BMW tender processes for the swimming pool upgrade are progressing slowly.
- The school's student centred funding allocation will be released on March 26. A provisional budget using this information will be presented to the School Board.

# CSHS P&C – Treasurer’s report

**25 March 2019**

1.	<b>Account balances – 18/3/2019:</b>																													
		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 35%;">Account Name</th> <th style="width: 35%;">Account Type</th> <th style="width: 30%;">Available Funds</th> </tr> </thead> <tbody> <tr> <td>Building Fund – Note 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;">20,145.51</td> </tr> <tr> <td>Building Fund</td> <td>Term deposit</td> <td style="text-align: right;">375,566.23</td> </tr> <tr> <td>CSHS Music Parents</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">2,708.45</td> </tr> <tr> <td>CSHS P&amp;C General</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">50,617.02</td> </tr> <tr> <td>CSHS P&amp;C Saver – Note 2</td> <td>Business Online Saver</td> <td style="text-align: right;">4,795.29</td> </tr> <tr> <td>CSHS P&amp;C Uniform</td> <td>Cheque Account Bearing Interest</td> <td style="text-align: right;">60,959.32</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">\$585,767.82</td> </tr> </tbody> </table>	Account Name	Account Type	Available Funds	Building Fund – Note 1	Society Cheque Account	70,986.00	Building Fund Saver	Business Online Saver	20,145.51	Building Fund	Term deposit	375,566.23	CSHS Music Parents	Cheque Account Bearing Interest	2,708.45	CSHS P&C General	Cheque Account Bearing Interest	50,617.02	CSHS P&C Saver – Note 2	Business Online Saver	4,795.29	CSHS P&C Uniform	Cheque Account Bearing Interest	60,959.32			\$585,767.82	
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	<b>Notes:</b>																													
	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.	<b>Term deposit:</b> Matured in February, CBA’s current interest rates are:																													
	<ul style="list-style-type: none"> <li>- 3 months interest rate of 2.00%</li> <li>- 5 months interest rate of 2.45%</li> <li>- 6 months interest rate of 2.05%</li> <li>- 12 months interest rate of 2.30%</li> </ul>																													
	<b>Propose:</b> Rollover into a further 5 months (subject to when the funds will be required for the solar project).																													
3.	<b>Single touch payroll (STP):</b> Will apply to CSHS from 1/7/2018.																													
	<b>Propose:</b> Set up Xero to report STP so we are ready to report from 1/7/2018.																													
3.	<b>2018 year end:</b> After the 2018 accounts were signed off errors were discovered in the Xero processing to 31/12/2018:																													
	<ul style="list-style-type: none"> <li>- 3 Westwear invoices for uniform purchases in 2018 (not processed) - \$7,000</li> <li>- MPC donation to the music department for equipment (not processed - \$18,688</li> <li>- Stock adjustment increase (for VEND and Xero to agree) (incorrect) - \$39,800</li> </ul>																													
	<b>Propose:</b> To discuss with the auditors re amending the 2018 comparative figures when we prepare the 2019 financial statements.																													
4.	<b>Year to date results:</b>																													
	<ul style="list-style-type: none"> <li>- No parent contributions received yet</li> <li>- <b>Uniform shop:</b> <ul style="list-style-type: none"> <li>o Uniform price increase effective 1/3/2019.</li> <li>o YTD salaries approx. \$24K.</li> <li>o Stock level \$246K, reduced by \$50K from \$296K at 31/12/2018</li> <li>o Approx. \$18K of orders in VEND awaiting delivery.</li> </ul> </li> </ul>																													
5.	<b>To do:</b>																													
5.1	<b>Receipts for Building fund donations (1/7-18/8/18)</b> – Will require assistance because from the Treasurer’s address I can’t send emails other than to P&C email addresses.																													
5.2	<b>Rachel’s profile to upload banking files to commbiz</b> – Have sent request to relationship manager to attend to this (shows ‘awaiting verification’).																													
5.3	<b>Close bank accounts</b> – waiting to become a bank signatory to do this.																													

# Profit and Loss

## CHURCHLANDS SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC

### All Jobs

1 January 2019 to 31 March 2019

	ART - Art exhibition	BUI - Building Fund	GEN - General	MPC - Music Parents	UNI - Uniform shop	Total
<b>Income</b>						
Entry Fees	20	-	-	-	-	20
Event Parking - Concert Hall	-	-	-	300	-	300
Interest - Cash Management Acc	-	-	20	-	-	20
Interest - term deposit	-	1,924	-	-	-	1,924
New uniforms	-	-	-	-	159,305	159,305
Other Event Income	-	-	-	586	-	586
P&C Membership Fees	-	-	71	-	-	71
<b>Total Income</b>	<b>20</b>	<b>1,924</b>	<b>91</b>	<b>886</b>	<b>159,305</b>	<b>162,226</b>
<b>Less Cost of Sales</b>						
Cost of New Uniforms	-	-	-	-	126,278	126,278
Discount received	-	-	-	-	(181)	(181)
Inventory adjustments	-	-	-	-	7,021	7,021
Shortfall in cash	-	-	-	-	170	170
Uniform stock take adjustments	-	-	-	-	23	23
Uniform stock write-offs	-	-	-	-	262	262
<b>Total Cost of Sales</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>133,574</b>	<b>133,574</b>
<b>Gross Profit</b>	<b>20</b>	<b>1,924</b>	<b>91</b>	<b>886</b>	<b>25,732</b>	<b>28,653</b>
<b>Less Operating Expenses</b>						
Alcohol Purchases	-	-	-	106	-	106
Audit Fees	-	-	(2,500)	-	-	(2,500)
Bank Charges	-	-	60	-	18	79
Business package insurance	-	-	116	-	494	610
Computer Expenses	-	-	273	-	-	273
Depreciation Expense	-	-	53	74	221	347
Donations for music equipment	-	-	-	18,688	-	18,688
Donations to school	-	-	6,000	-	-	6,000
Employment insurance	-	-	-	-	1,001	1,001
Event General Expenses	-	-	-	232	-	232
Internet Expenses	-	-	191	-	-	191
Merchant Fees	-	-	135	-	1,661	1,796
Printing & Stationery	-	-	-	-	125	125
Shopify Fees	-	-	-	-	1	1
Sundry Expenses	-	-	-	-	(2)	(2)
Superannuation expense	-	-	286	-	2,034	2,321

# Profit and Loss

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	<b>ART - Art exhibition</b>	<b>BUI - Building Fund</b>	<b>GEN - General</b>	<b>MPC - Music Parents</b>	<b>UNI - Uniform shop</b>	<b>Total</b>
Uniform Shop expenses	-	-	-	-	2,752	2,752
WACSSO Affiliation Fees	-	-	308	-	-	308
Wages and salaries	-	-	3,016	-	21,708	24,723
Workers compensation insurance	-	-	-	-	422	422
<b>Total Operating Expenses</b>	-	-	<b>7,937</b>	<b>19,101</b>	<b>30,437</b>	<b>57,475</b>
<b>Net Profit</b>	<b>20</b>	<b>1,924</b>	<b>(7,846)</b>	<b>(18,216)</b>	<b>(4,705)</b>	<b>(28,823)</b>

# Balance Sheet

## CHURCHLANDS SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC As at 31 March 2019

31 Mar 2019      31 Dec 2018      31 Dec 2017

### Assets

	31 Mar 2019	31 Dec 2018	31 Dec 2017
<b>Bank</b>			
Aus Post Load & Go	664	348	-
Cash float - general	250	500	500
Cash float - uniform shop	-	200	200
CBA Building cash mgt 7935	20,146	20,126	79
CBA Building Fund 2439	70,986	70,986	-
CBA Building Fund term deposit	375,556	372,843	366,280
CBA Cash Management A/C 5867	4,795	4,795	71,630
CBA general cheque A/C 6114	50,617	24,196	1,440
CBA general term deposit	-	-	202,149
CBA MPC cheque A/C 3045	2,708	20,757	24,452
CBA Uniform cheque A/C 5832	59,660	76,708	1,000
<b>Total Bank</b>	<b>585,382</b>	<b>591,459</b>	<b>667,731</b>
<b>Current Assets</b>			
Accounts Receivable	1,430	128	684
Accrued Income	-	-	5,361
Accrued Interest Income	-	789	-
Electronic Clearing Account	-	20	-
Petty cash - uniform shop	200	385	180
Prepayments	20,088	21,428	2,567
Uniform new stock	246,093	296,115	79,508
Uniform secondhand stock	3	3	5
Uniform shop float	400	-	-
<b>Total Current Assets</b>	<b>268,214</b>	<b>318,868</b>	<b>88,305</b>
<b>Fixed Assets</b>			
Office Equip Accum Depn	(2,215)	(1,890)	(962)
Office Equipment at Cost	5,473	5,473	3,563
Plant & Equip Accum Dep	(68)	(45)	-
Plant & equipment at Cost	1,364	1,364	-
<b>Total Fixed Assets</b>	<b>4,553</b>	<b>4,901</b>	<b>2,601</b>
<b>Total Assets</b>	<b>858,150</b>	<b>915,228</b>	<b>758,637</b>

### Liabilities

	31 Mar 2019	31 Dec 2018	31 Dec 2017
<b>Current Liabilities</b>			
Accounts Payable	31,366	58,373	20,240
Accrued Expenses	-	4,500	4,346
ATO - Integrated client account	-	4,421	-
GST	7,375	851	(1,792)
GST Conversion Balance	-	-	8,853

# Balance Sheet

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	31 Mar 2019	31 Dec 2018	31 Dec 2017
PAYG Withholding Payable	3,477	-	2,078
Rounding	-	-	-
Superannuation Payable	2,321	3,351	1,743
Unearned income	-	4,780	3,592
<b>Total Current Liabilities</b>	<b>44,539</b>	<b>76,276</b>	<b>39,061</b>
<b>Non-Current Liabilities</b>			
Wages Payable - Payroll	3,482	-	-
<b>Total Non-Current Liabilities</b>	<b>3,482</b>	<b>-</b>	<b>-</b>
<b>Total Liabilities</b>	<b>48,020</b>	<b>76,276</b>	<b>39,061</b>
<b>Net Assets</b>	<b>810,129</b>	<b>838,952</b>	<b>719,576</b>

## Equity

Current Year Earnings	(28,823)	119,376	45,980
Membership Funds Carried Fwd	816,675	697,299	651,319
Trx - Building Fund	(75)	(75)	(75)
Trx - Canteen	6,927	6,927	6,927
Trx - Music	3,587	3,587	3,587
Trx - Uniform Shop	11,838	11,838	11,838
<b>Total Equity</b>	<b>810,129</b>	<b>838,952</b>	<b>719,576</b>

## Art Committee Report 25 March 2019

The 2019 Churchlands P&C Art Exhibition is to be held on 24-26<sup>th</sup> May. Opening Night is a free event 5:30-7:30pm. Food will be served and drinks are available from the bar at modest prices. Saturday and Sunday opening is 10am – 4pm.

The guest artist is Greg Baker. Greg is a prolific professional artist, staging two to three exhibitions per year as well as doing commissioned work. His work has been exhibited throughout Australia and in France, London, Berlin, Singapore and Hong Kong.

This is an excerpt from his webpage 'About'.

"Artist Greg Baker's studio is in the coastal suburb of Coogee in Perth, Western Australia. His skills are diverse and the range and breadth of his subject matter is extraordinary. He has mastered the spectrum of visual art mediums and is celebrated for his oils, pastels and acrylics. His paintings are figurative as well as much acclaimed seascapes, landscapes and cityscapes. His calligraphic technique is and always has been his own and his intention is to capture the visual impression of the moment, particularly in terms of light, colour and movement.

From Greg's paintings you can recognise two particular loves in his life. First, the coastal waters of Western Australia, particularly around Rottnest Island, allow him to display a remarkable ability to paint the play of light on water; and second, his annual pilgrimages to Europe provide him with the opportunity to capture its countryside, villages and cities, particularly Paris and Venice."

Applications for the exhibition this year are being handled via Trybooking.com, which has the capacity to collect both the required information and offers a secure payment system. It has the added benefits of collecting the required data once, being remote and can produce tailored confirmation letters with key dates and information for artists. This "no more paper" system should provide a saving for the Schools' administrative staff and the P&C Bookkeeper and Accountant. Thanks to Ken Taylor and Kate Sinfeld for the suggestions and encouragement.

The entry fee is \$20. Full time students and CSHS staff are free. Applications for the 2019 exhibition close on the 29<sup>th</sup> April.

This year the Art Committee is about 15 people with a core group of 7 with a range of skills. This year journalist Jenni Storey has joined the team, so there is a strong e-media campaign planned. Please watch for Art-at-Churchlands on Facebook and Instagram and stories in local papers, The West Australian and in various commercially owned e-media platforms such as Perth Now. As members of the P&C we all have a roll in promoting our events. Our networks help make P&C events the successes that they are.



## Uniform shop summary

Natasha has managed to achieve all the initial objectives set out for her from when we hired her in April last year. Her primary objective was to resolve stock and service issues and bring the shop into the 21<sup>st</sup> century with better systems and staff training.

TICK! – goals achieved.

The stock issues **have** finally been resolved, but it did take most of the year to do – the bottom line is – there was no quick fix for certain stock items – this has required extensive work & lengthy time periods, the conclusion being, that we have a new supplier in place to manufacture the bulk of our everyday uniforms. Along with the new supplier we now have better manufacturing & handling procedures, and slight price increases – which we countered by increasing our sell prices. This is key to why the manager has worked additional hours for most of last year.

We have had to bring on board large volumes of stock from the old supplier, which means we are holding too much stock for the short term – which makes our financial numbers look terrible. Winter sales will make a big difference – but ultimately it means that we won't be needing to place any more bulk orders prior to the next year 7 in-take. Our new supplier is very competent and has agreed to hold appropriate amounts of stock so that we can do smaller and more frequent orders as we require. This will also reduce our "held" stock levels.

### Discussion items:

Our online store has been ready to launch since the start of term one... I myself placed the first order with Natasha and Rachel present: and as far as we can tell everything went as planned. Can we please discuss how to get this live to the school community from tomorrow?

We are currently in discussions with the old supplier in regards to settling all outstanding business – a meeting is taking place at the end of this week: to discuss the return of faulty Teal polo shirts, outstanding balances due, and the order of ten girls music tops that they are "holding to ransom" until we come to an agreement.

.....

### Natasha and I have been discussing the ongoing purpose of the shop:

Are we here to provide an affordable and environmentally sound uniform at minimal cost to families??

Financial profit for P&C? How much / how little?

Expectations on offer of service/ or lack thereof?

### We both feel that it would be appropriate to have a Focus Group to brain storm and establish some real guidelines for the future management of the shop

#### PROS & CONS:

We can make all sorts of changes to maximise profits – however, there will always be compromises to service and timely supply of orders.

Already we have daily Families who comment about costs of uniform prices "they can't afford". Also, support organisations who pay over the phone for students requiring financial support could end up being required for larger numbers of student families.

Customer service complaints received by the school: we have managed to minimise that this year and last year towards the end ...

Bernie/Lyn/Kim – impact on them having to field the complaints through the school ... the risk of making budget cuts could impact in this.

Students who would be late to class during peak times if we reduce staffing.

Variables of customers during any one service period has huge impact on sale times per customer. Eg:

- Online/phone order pickups
- New students / fittings
- Replacing items (lost / outgrown)
- Change of weather
- School managed accounts/special family orders

**SPENDING REQUEST:** can the P&C please pay for the portico/shelter to be constructed at the front of the shop. The school isn't in a position to move on that project, or the shop extension required until later this year – but we are in desperate need for appropriate shelter – especially as the wet weather is not too far away.

# Uniform Shop Report

## March 2019

### End of 2018

The final 1.5 months of 2018 were a huge success for the shop. Between 1<sup>st</sup> November and 13<sup>th</sup> December, we:

- Served 1,130 customers
- Sold 5,455 items
- Turned over \$183,050
- Had ZERO shortages of stock (except for Sports House Polo situation)

### Start of 2019

The start of 2019 has been equally as successful with the 1.5 months between 24 January (our first trade day before the start of school) to 14 March, we:

- Served 1,238 customers
- Sold 3,883 items
- Turned over \$132,331
- Had ZERO shortages of stock (except for Sports House Polo situation)

### Sport House Polo

In October 2018 we received our large order of sport house polo from Westwear in preparation for end of year intake and the start of 2019.

Unfortunately, the 1,000 house polos had all been manufactured incorrectly with unsightly overlocking stitching internally completed in the bright house colour when it should have been in a light grey to match the fabric. The polos were rejected, and the order placed with our new supplier.

Students have been able to wear a shirt from home for sport during this time.

During the process of changing supplier, it was also then discovered that Churchlands SHS is the only school in Australia that this sport polo grey-marle is manufactured for. While it is a popular colour here at Churchlands SHS, it unfortunately comes with significant risk. Fabrics made here in Australia are knitted before the fabric is dyed. It can then be re-dyed/bleached until the perfect colour match is achieved. Grey-marle is a blend of white and grey, therefore the grey and white yarn must be dyed *before* it is knitted. Once knitted it is very difficult to achieve an acceptable colour match as it is difficult to bleach/re-dye something that is multi-colored. It often can be rejected several times resulting in 6-8 months every time a new batch of fabric is required. This has caused significant delays for us in the past.

As a result, an alternative agreed by Mr Bernie Dunn in November 2018 to take the shade of grey from within the marle and have the sport house polo body be a solid grey.

Obviously, this does look slightly different/darker, however on the student and on the field it will be subtle. It will remove the risk of delays and issues with colour matching in the future.

Our new stock has just arrived (with Trigg arriving in the school holidays).

### Suppliers

Due to substantial issues with quality, supply and service with our (previous) biggest supplier Westwear, all stock was pulled from their warehouse and all outstanding orders either filled or cancelled by the end of 2018. We will no longer order from Westwear due to the severity of these issues.

# Uniform Shop Report

## March 2019

Most of our everyday stock is now provided by Wanneroo Uniforms which includes our Teal Polo, some sizes of White Polo and by the end of this year, our Navy Polo. We are depleting our White and Navy Polo in stock before stocking Wanneroo manufactured stock. Our cargo trousers have been supplied by Wanneroo Uniforms since July 2018 and by mid-end of this year, the cargo shorts will start appearing on the shelves once the current stock is depleted.

We are about to receive our first stock of the Sport House Polo which we will sell on a size by size basis once the previous stock from Westwear is depleted.

### Stock Levels

Stock levels are higher than what I would prefer at this time of year due to no longer working with Westwear which resulted in the need to pull all stock from their warehouse by the end of 2018.

As the year continues, we will run this stock down and replenish in small batches from our new supplier who manufactures for us on a Stock Hold basis, therefore holding already completed garments ready for small and more frequent orders.

### Music Uniform Fittings

Music uniform fittings took place over two weeks at the end of February. Most fittings took place during normal trading hours. We opened for one Saturday morning by appointment only to ensure enough booking slots were offered.

### 2019 Leaver Jackets

The 2019 bulk first order of Leaver Jackets are complete and will be delivered to Form Rooms in the next week or two at a date suitable to the Y12 coordinator. The second round of orders from the start of this year will be ready by/during the school holidays ready for the start of term 2.

### 2020 Leaver Jackets

I've already been contacted by the 2020 Leaver Jacket contact to initiate the planning and design of the 2020 Leaver Jacket process with the student committee.

### School Bag

We have made a change to the school bag on offer. It still provides excellent support to the same level as our previous bag however with added benefits including being able to offer the bags for a more affordable price for families. The new bag is available for \$60.

### Online Uniform Sales

Our new online uniform shop is ready to launch! Once the bookkeeper and treasurer have finished testing the financial side of things for reconciling Xero with Vend for online sales it will be launched. I hope this can be in the next week or so. Online sales will be pick up only, during our shop opening hours.

*Natasha Madams*  
Uniform Shop Manager

YouthCare has provided school chaplaincy services to Churchlands High School for over 25 years. As guests of the Education Department, W.A. chaplains have played a significant role in supporting whole school communities alongside psychologists, nurses and a range of student services staff. Providing emotional, social and mental support to students, parents and staff, chaplains continue to deliver a range of services for varied educational settings. These services range from pastoral care, dealing with instances of death and tragedy, assisting in referrals of mental health issues, assisting in running events, contributing to social skills programs and providing appropriate spiritual support when invited by individuals and the community. Chaplains are collectively Christian in tradition but non-denominational and do not have a mandate for proselytising, recruiting or spruiking their own religious perspectives within schools. Chaplains embrace the diversity of beliefs, faiths and life perspectives within school communities. They demonstrate their beliefs in service, humility, training and consultation within the secular school community, reinforcing school and community values that Churchlands has created and upheld. As of 2019 in WA, chaplains' roles and activities are being directly linked into specific school's business plans and values in terms of delivery of education to students. This is to enhance chaplains' efficacy, protocol and evaluation within the WA Education Department.

Chaplains have the opportunity to work with disadvantaged students and families, providing opportunities for all students to achieve their goals regardless of ability and belief. Churchlands has three chaplains in service. Andrew Winton has been at the school for over 15 years, Susan Sydney Smith for 9 years and Narelle Clark for 2. These individuals bring a range of skills, backgrounds and focus to the school. Over the years Churchlands has experienced its share of tragic events and also high achievements. Chaplains have been at the forefront of support and organisation around student, staff and parent deaths and accidents/incidents and have supported families dealing with terminal illness and injury. Many YouthCare chaplains (Andrew included) are especially trained to attend other schools on request in the occurrence of tragedies like deaths, suicides, accidents and natural disasters. These PCIR (Pastoral Critical Incident Response) chaplains work alongside emergency services, psychologists, police and other support staff when called out to critical situations in school communities. Churchlands has used this service on occasion at the request of Principal Neil Hunt.

On behalf of the three YouthCare chaplains, we sincerely thank the P&C for their support over the years and we hope this continues into the future. Chaplains are funded through a combination of local grass-roots fundraising, school donations and conditional Government funding. Chaplains work at a fraction of the wages of other mental health workers and practioners but do this work out of a sense of vocation and calling. We want to continue our service in the school and are extremely grateful to the school's support both financially and structurally. Often as chaplains we run into ex –Churchlands students, either in the workforce, starting their own families or even working at Churchlands as staff. They remind us of the words we may have said, time we spent and the assistance we provided for them in their formative years.

Andrew Winton

Chaplain (Churchlands Senior High School)

From: Miranda Overmeire

mirandaovermeire@gmail.com

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Subject: P&C Tonight

Date: 25 Mar 2019 at 3:35:37 pm

To: Kelly Flaherty kellyh@barrettst.com

Hi Kelly

I assume we don't have to provide a written report?

A few notes for the meeting:

- We've made a fairly early start on planning the quiz night. We're hoping to fill the whole gym, and it sounds as though we could easily fit 100 tables, with 8 per table. This is our goal.
- We've had a meeting with Kathy, who ran the quiz night over many years.
- We will be meeting with the lady who runs the West Leederville quiz night. They're a school of 600 and make \$20-25,000 from a quiz night.
- MPC has agreed to run the bar, and will take the profit from that.
- We've booked the gym. We need to have it completely cleaned up before we leave that night, as the gym is needed the next morning, so we're also hoping to get a 'clean up committee' so that it can be done fairly quickly.
- Kelly has been investigating hire of tables and has some preliminary pricing.
- The next steps are to send out a "save the date" to the school and also a message to the school to ask if any school families have businesses and would like to donate prizes.
- The next thing then is to start to contact businesses to see if we can round up some prizes - need loads of prizes. We've got two volunteers, and we're now hoping to see if there are few more who can start to make contact with a few businesses.

# CHURCHLANDS SENIOR HIGH SCHOOL

## *An Independent Public School*



### SCHOOL BOARD MINUTES – MEETING NO. 1 OF 2019 HELD IN THE CONFERENCE ROOM ON THURSDAY, 28 FEBRUARY

**ATTENDEES:** John Gillon (Chair and Community Member), Neil Hunt (Principal), Tracey Gralton (Alumni Representative), Chris Porteous (P & C Representative), Jane Hegarty (Staff Member), Kim Hudson (Staff Member), James Strutt (Head Boy), Bethany Smith (Head Girl), Paul Housley (Associate Principal - Senior School), Steve Galvin (2019 Elected Staff Member), Katherine Sturley (2019 Elected Parent Member), Justin Forbes (2019 Elected Parent Member) and Kylie Hearle (Minutes). Meeting commenced at 5.30 pm.

AGENDA ITEM NO.	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Apologies		Grant Brinklow (Elected Parent Member), Adrian O'Brien (Elected Parent Member), Janet Pettigrew (Elected Parent Member)
2.	Welcome	John Gillon	<p>John welcomed James Strutt and Bethany Smith (Head Boy and Head Girl for 2019) along with newly elected parent members (Katherine Sturley and Justin Forbes) who will commence their three year term from the 28 March 2019 meeting. Grant Brinklow was re-elected for his second term and not able to attend this meeting. Welcome also to Steve Galvin who is to join Jane Hegarty representing the staff for a two year term.</p> <p>Each new member to the Board introduced themselves and spoke to their experience and background.</p>
3.	Acceptance of the Minutes		<p><b>Resolution:</b> That the minutes of the meeting held on the 29 November 2018 be accepted as tabled. <b>Moved:</b> John Gillon, seconded Neil Hunt. <b>Carried unanimously.</b></p>

4.	Year 12 in 2018 Exit Data presented By Paul Housley - Senior School Associate Principal	Paul Housley	<p>Paul showed a PowerPoint presentation on the 2018 Year 12 students exit data.</p> <p>Churchlands SHS came fourth in the top public schools awards and fifth in the state.</p> <p>WACE achievement - all public schools in the state was 88.6%, an increase from 87.8% in 2017. The statewide WACE achievement including private schools was 91.6% compared with 91.1% in 2017.</p> <p>99+ATAR - 162 public school students achieved an ATAR of 99 or above. This was compared to 148 in 2017. Churchlands SHS had four students that achieved 99+.</p> <p>Median ATAR - 85.1 for Churchlands SHS students (median = the middle score range from highest to lowest). Which was 29th in the state and the 7th best government school. This is slightly down on 2017 (86.6%).</p> <p>The following subjects (recognised by Schools Curriculum and Standards Authority) for the percentage of students at the school who achieved a combined course score in the top 15% in that course:</p> <p>Earth and Environmental Science* Economics EALD French Second Language Health Studies Japanese Second Language Media Production and Analysis Music* Politics and Law*</p> <p>*have appeared in this table 7 or 8 times over the last 8 years.</p> <p>Harrison Kneeshaw received a Subject Certificate of Excellence for Maths Applications. 37 Churchlands students received a Certificate of Distinction (down from 47 in 2017) and 76 students received a Certificate of Merit (up from 66 in 2017).</p> <p>WACE achievement in 2018 (requirement to pass OLN) Churchlands achieved 98% in 2018 (97% in 2017 and 2016). In comparison to other government schools of 89% (88% in 2017 and 90% in 2016).</p> <p>Attainment - where students receive a Certificate II or higher and/or an ATAR of 55 or higher. Churchlands received 98% (98% in both 2017 and 2016) and other government schools 96% (96% in 2017 and 98% in 2016).</p>
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ATARs over 70: 2018, 210 students achieved an ATAR of 70 or higher (83%); 2017, 203 students achieved an ATAR of 70 or higher (88%); 2016, 224 students achieved an ATAR of 70 or higher (81%).

ATAR participation has decreased in % of students:

- 71% in 2018
- 68% in 2017
- 80% in 2016
- 77% in 2015
- 78% in 2014
- 76% in 2013

The spread of ATAR results in 2018 - 253 students gained an ATAR (231 in 2017).

University eligibility - TISC (Tertiary Institution Service Centre) do the scaling process and calculate the ATARs. They will coordinate entry to Curtin, ECU, UWA and Murdoch. Notre Dame will use part of the ATAR. Not everybody applies to TISC.

Congratulations to the teachers of the following 12 courses in which Churchlands scored better than like schools and the state:

- Accounting
- Chemistry
- Economics
- EALD
- Geography
- Modern History
- Maths Applications
- Maths Specialist
- Music
- Physical Education Studies
- Physics
- Psychology.

VET Qualification completion showed:

- 227 students out of 355 students completed at least one unit of competence.
- Of these 227 students, 220 of them completed a Certificate II or higher.
- This is 97%, an excellent result built on strong leadership and the work of the dedicated staff in the VET area.

			<p>Level of highest qualification achieved by VET students:</p> <ul style="list-style-type: none"> <li>• Certificate II - 156 (172) students 69% (81%)</li> <li>• Certificate III - 64 (36) students 28% (17%).</li> </ul> <p>University offers - of the 246 students who applied for a Western Australian University:</p> <ul style="list-style-type: none"> <li>• 182 or 74% of students were offered their first preference.</li> <li>• 230 students of 93% were offered one of their preferences.</li> <li>• This does not count any students offered places at Notre Dame, interstate universities or overseas universities.</li> </ul> <p>Offers to the four WA Universities (Curtin, ECU, Murdoch and UWA) were very pleasing and it clearly shows that the school is meeting the needs and aspirations of most students.</p>
5.	Business arising from Minutes	John Gillon	Nil.
6.	Finance Report	Neil Hunt	<p>Attached:</p> <ul style="list-style-type: none"> <li>• School Board Finance Report 2018 and 2019</li> <li>• 2018 Voluntary Contributions and Charges Collection Rates Dec 2018</li> <li>• 2018 Voluntary Contributions and Collection Rates Report Dec 2018</li> </ul> <ul style="list-style-type: none"> <li>• The Finance Report presented showed the Income and Expenditure and Bank Balances up to 31 January 2019. This does not include staff expenditure and there are still some accounts to be presented for payment.</li> <li>• There are also a number of planned projects for 2019.</li> <li>• The Census was completed on the 22 February and validation is currently being undertaken and our allocation of funds will not be known until April.</li> <li>• The budget process is still being updated and is a lengthy process.</li> <li>• The voluntary contributions were down approximately 3% for 2018 in comparison to 2017.</li> <li>• Charges for Years 7 to 12 (2018) were up to 98% in comparison to 91% in 2017.</li> <li>• Subject charges collection rates including Education Program Allowance were 92.83% versus 93.34% in 2017.</li> <li>• Operational Collection Charges were down to 70.77% to 77.0% (2017).</li> <li>• Overall it seems to be a sign of the economic climate with almost all being lower in comparison to the previous year. Overall approximately \$1.2 million was collected in fees, charges and voluntary contributions and the percentage rates, when all combined 85% (Year 7 to 10) and 92.0% (Year 11 and 12). The budgeted amount was 90%.</li> <li>• The school does try to recover outstanding fees, reminders are sent out and the school is open to a finance plan for those that need assistance.</li> </ul>

		John Gillon	<p>Nominations were called to represent the Board on the school's Finance Committee.</p> <p><b>Resolution:</b> That Chris Porteous be the School Board's nominated representative on the Finance Committee for 2019.</p> <p><b>Moved:</b> John Gillon, seconded Neil Hunt. <b>Carried unanimously.</b></p>
7.	Correspondence In		Nil.
8.	Correspondence Out		<ul style="list-style-type: none"> <li>• Emails to parents re School Board election process.</li> <li>• Emails to candidates of outcome of election.</li> </ul>
9.	Principal's Report	Neil Hunt	<p>Attached as an addendum.</p> <ul style="list-style-type: none"> <li>• Thank you to the outgoing Board members: Adrian O'Brien, Janet Pettigrew and Kim Hudson. Welcome to Grant Brinklow, Katherine Sturley and Justin Forbes (elected members for 2019-2021).</li> </ul> <p><u>Projects completed in 2018 included:</u></p> <ul style="list-style-type: none"> <li>▪ Expansion and fit out of the HASS office.</li> <li>▪ Improve access to the Middle Secondary reception.</li> <li>▪ Conversion of the previous Maths Office to a Business Studies classroom.</li> <li>▪ Expansion and modifications to the ICT Office.</li> <li>▪ Pool resurfacing and tiling.</li> <li>▪ Rectification of drainage and re-grassing the bottom oval.</li> <li>▪ Removal of twelve transportable classrooms.</li> <li>▪ Bike shed.</li> <li>▪ Landscaping and limestone seating in the Junior Secondary area.</li> </ul> <p><u>Projects in the planning or tendering stage for 2019:</u></p> <ul style="list-style-type: none"> <li>▪ The 400kw solar project.</li> <li>▪ Fencing along Lucca Street and Hale Road.</li> <li>▪ The pool plant room and conversion from gas to solar.</li> <li>▪ Pool change rooms refurbishment.</li> </ul> <p><u>Projects under proposal 2019:</u></p> <ul style="list-style-type: none"> <li>▪ Top dressing and re-turfing the middle oval.</li> <li>▪ Fitout of a commercial kitchen.</li> <li>▪ Uniform Shop upgrade.</li> </ul>

			<ul style="list-style-type: none"> <li>• Enrolment numbers were down slightly, however it is within fifteen of the projected figure. This means our proposed budgeting income is within \$120,000 of expectation and it will have no impact on proposed expenditure.</li> <li>• NAPLAN will be completed this year on-line early in Term 2 and this will see over 1,000 students sitting the four tests over an eight day period. An evaluation of this process will be undertaken after the final test.</li> </ul>
10.	General Business	John Gillon	<p><u>Churchlands Foundation:</u></p> <ul style="list-style-type: none"> <li>• The Solar Panel Project tender opened at the end of January and was open for three weeks and closed with about 30 companies attending the site inspection. John has previously disclosed that a company he has a beneficial interest in has put in a tender, however, John advised he has excluded himself from the entire tender process. BMW will be going through and assessing each tender, as there are certain conditions to be met. They will determine which companies have met those conditions and they will then hand on this information to a Tender Panel comprising Neil, Arlene (Manager for Corporate Services) and a member of BMW. This Panel will then assess the tenders and decide upon the successful tender.</li> </ul> <p>John believes the Foundation should be able to comfortably cover the cost of the 400kw project and maybe at the higher 25 year warranty level.</p> <ul style="list-style-type: none"> <li>• Nawal Kurson (Media and Marketing Officer who assists the Foundation) will be on maternity leave for six months. Helena Francis will fill the role during this time.</li> <li>• John advised that three Australia Day 2019 Honours List awards were past Churchlands SHS students: Alan Bishop, Michael Fitzpatrick &amp; Paul Vogel.</li> <li>• The Foundation is continuing to fund the Music Scholarships this year and in future will rely on the regular annual income allocated from the solar savings for the benefit of the school and its students and staff. Neil added that part of the contribution from the Foundation in giving back to the school is not only through Music Scholarships, but will include guest speakers, participation in courses and tours etc. The Board at its last meeting formed a sub-committee (comprised of Board and Foundation members) to administer these funds and at 30 June each year these funds will be calculated included in the school budget and allocated by the sub-committee.</li> </ul>

11.		Chris Porteous	<p><u>P &amp; C Report:</u></p> <ul style="list-style-type: none"> <li>• Attached is the Finance Report - Dec 2018.</li> <li>• The AGM was held last week and office bearers appointed, this information can be found on the website.</li> <li>• The only new business was to ratify the moderate increase in Uniform Shop prices due to a new supplier and quality controls.</li> <li>• Audit accounts were accepted and the P &amp; C are in a good financial situation. \$200,000 is quarantined for the Solar Panel project.</li> </ul>
12.		Tracey Galton	<p><u>Alumni Report:</u></p> <ul style="list-style-type: none"> <li>○ Tracey is having a meeting tomorrow (Friday 1 March) with Nawal Kurson and Helena Francis, to discuss the handover process whilst Nawal is on leave.</li> <li>○ The next Alumni function is the upcoming 50th Anniversary of the graduating students of 1969 and the main issue is deciding on an appropriate date. Only two cohorts have so far celebrated this milestone at Churchlands.</li> <li>○ The Alumni has about 1500 people on the database and is continually seeking new ways to promote to past students.</li> <li>○ The P &amp; C have funded some web pages on our website which will be used to promote the Churchlands Champions who have been very successful in their field. We acknowledge them via a walk around the Churchlands Concert Hall with the names and achievements in the pavement.</li> <li>○ There are a number of updates required on the website and the Alumni will continue to do an electronic newsletter to the database once or twice this year. It is aimed to get the archive project up and running around the school to expose current students to the history.</li> <li>○ The Alumni is a low key association, and is about networking, assisting and promoting the school. One of the goals of the Alumni is to mentor students. Tracey and Steve Galvin to communicate about how this can evolve and what mechanisms be put in place.</li> </ul>
13.		James Strutt (Head Boy)/Bethany Smith (Head Girl)	<p><u>Student Report:</u></p> <ul style="list-style-type: none"> <li>• James and Bethany spoke to the tabled report advising that Year 7 students had started high school well, with the assistance of the students in the Peer Mentor program. The Year 11 students may have found the work load considerably more than lower school.</li> <li>• The Student Council is to meet for the first time tomorrow morning and it will be requested that all year levels bring any concerns forward. Of concern is how Churchlands SHS students perform in public, as this is a reflection on the school. This will be addressed across all year levels. Another concern is graffiti in the toilets, along with a lack of sanitiser and paper towels.</li> </ul>
14.		John Gillon	<p><u>General Business:</u></p>

			Thank you to Kim Hudson for her many years representing the Staff on the School Board. Her contribution from the Student Services perspective has been greatly appreciated and the Board has been given an invaluable insight to this area of the school.
15.	Meeting closed		Meeting closed at 7.45 pm.
16.	Next Meeting		Thursday, 28 March 2019