

# **Baulkham Hills High School P&C**

## **Minutes of General Meeting held 24 November 2009**

Meeting opened 7:35 pm with Romy Chan in chair

ATTENDANCE: Jeanne Bathgate , ,Vicky Mail, Ambi Vettiveiu, Edmund Wu,  
Manohar Aswal, Wan Chung, Hendra Gee, Penny Baker, Marcia Eagleston,  
Dianne, Romy Chan

**APOLOGY –**

**Minutes of Previous Meeting (held 23rd Sep 2009)**

Moved: Penny; Seconded: John. Carried

**Guest Speakers**

- Marcia reported on her experiences gained attending the P&C Federation Conference earlier in the year. She also highlighted some of the issues that have been addressed by the Federation including but not limited to: Seat Belt on Buses, Representation Structure, Cyber Bullying and Gas Heater Ventilation.

**Correspondence In**

- Requests for P&C representatives for staff recruitments
- School Administrative Support Staff – Recognition Week 2 - 6 November
  - P&C planned to organize morning tea for all staff
- Requests for Funding supports:
  - Year 10 Girls Volleyball Team - National School Volleyball Competition (5-day Melbourne)
  - Pushpraj Singh – Australian Chemistry Olympiad (2-week Melbourne)
  - Rebecca Wong and Owen Forbes – The Hague Int’nal Mpdel United Nation (Netherlands)

Moved to provide subsidy of up to \$150 each towards their expenses, carried.

**Correspondence out**

**Reports**

- **Treasurer’s Report** – Presented by Edmund Wu

Moved: Hendra; Seconded: Wan. Carried.

- **President’s Report** – Presented by Romy Chan

Moved: John; Seconded: Ambi. Carried.

- **Principal’s Report** – Presented by J Bathgate

Please refer to appendices / separate report for details of the reports.

**Support for Head Teacher Technology position**

P&C committee recommended subsidizing up to 50% of the cost for the creation of the position in the coming years - subject to the financial position of the association. Members present were asked to vote on the issue. The proposal was accepted without objection.

### **General Business**

- 40<sup>th</sup> Year Celebration update
- P&C Committee members will carry out mulching on 5/12/09 starting 3:00pm
- P&C presence on Orientation Day
- Presentation to Ms Vicki Mail

Small souvenir was presented to Ms Mail to thank her for her contributions to the school and P&C. On behalf of the P&C, the President wished her a happy retirement

- P&C requested the school to consider the possibility of teaching students non-academic skills such as table manner and other etiquettes

AGM and next Monthly Meeting will be held on Tuesday, 23rd February 2010

# Appendix

## A. President's report on 24<sup>th</sup> Nov 2009

### New Team, great commitments

Thanks to all who have worked hard to fulfill our roles and carry out the tasks – financial managements, minutes taking, working bee, staff recruitments, parent functions, various meetings, mulching etc.

### Summary of Tasks / Activities

- Transfer and consolidation of bank accounts and opening interest bearing account
- Funding support to build new Exam Center due for completion early 2010
- Credit Card / EFTPOS payment facilities at Uniform Shop – reduce workload and improve efficiency
- Uniform Shop renovation – more functional
- Working Bee with involvement of well over 250 parents / students
- Talks for Year 11 Parents
- Parents Night – With focus on Parent / Child relationship and how to help them
- Funding support for those representing the school in external functions / competitions and those attending various enrichment programme
- Increased funding support level
- Funding Support to purchase equipments and tools
- P&C and Parent representations in staff recruitment exercises
- Attendance of the P&C Federation Conference
- Provided comments / feedback on school policies and actions – school uniform, language teaching, payment procedures, use of SMS, email, etc
- Preparation of 40<sup>th</sup> Year Celebration
- And many more...

### Rooms for improvements / future targets

- Parent survey
- Further enhance communications with parents
- Encourage more parent participations
- Organize functions / gathering for parents of different years
- Increase P&C Levy Contribution ratio

## B. Principal's Report

1. Building Fund and Finance Committee meetings will be held after roll over –Dec 1<sup>st</sup>
2. Spoke to students on assembly about junior attendance – appears on reports
3. Scripture proposal – modified for 2010. Peer reading will be open to all Year 9 – 12 students who are exempted from scripture and others will be supervised in playground or library. No one will go home. Only three groups – Protestant, Catholic and Hindu.
4. Staffing 2010 – DP, English, Science, Support.
5. HT Teaching & Learning – Roger Forsyth – 3 years appointment
6. Last two days of year (17 & 18 Dec) are pupil free for Staff Development
7. Year 11 Recognition Assembly tomorrow
8. Year 10 Peer Support/ leadership camp on Thursday at Collaroy
9. Year 6 Orientation Day Dec 3<sup>rd</sup>.
10. Enrolments 2010 – only 3 students to JR, one to Trinity and one overseas. Taking 20 extra into Year 11.