



Cromer Campus P & C Association

Meeting Minutes

Date:	17 th October, 2017
Venue:	Northern Beaches Cromer Campus School – Staff Room
Commenced:	7:00 p.m.
Attendance:	Desmond McLachlan (President), Justin Hong (Principal), Dionne Hunt, Jason Hunt, Sharon Brisebois, Anita McLachlan, Karen Harris,
Apologies:	Mark Fryett (Treasurer), Aleks Huson, Paul Steele

WELCOME

Desmond McLachlan welcomed everyone and thanked them for attending. Apologise for late advisement of this meeting. One thing we have to look at next year is getting a secretary, it's not an option to not have someone.

Sharon Brisebois said she would be happy to help out where she can. Dionne Hunt can continue to do the minutes.

CONFIRMATION OF PREVIOUS MINUTES

The minutes are available on the P & C Website.

Dionne & Jason Hunt confirmed previous meeting minutes held on the 12th September.

PRINCIPALS REPORT (Presented by Justin Hong)

Merit Selection Panel

Parents required for merit selection panels for 3 jobs that the school are advertising from this coming Wednesday – this advertisement runs for two weeks.

- 1.SAN (School Administration Manager – Cheryl previous person in role has retired), job entails running the front office and school finances – this is a crucial role.
2. Language Teacher – Seeking Chinese Mandarin teacher – Mrs Sun is currently fulfilling the role and she is doing a fantastic job and we hope she applies for the role.
3. Maths Teacher.

HSIE teacher has been appointed for next year – target graduate has been appointed by the department to Cromer Campus.

Looming retirements on the staff – so we may need other jobs advertised.

We require parents on the panel – it requires an online course to be completed – usually takes a morning of interviews (30 mins each) plus going through resumes/CV's and meeting with panel to finalise who will receive the role.

If you can help out let Des McLachlan know.

2018

Year 7 next year – we have 120 confirmed student and what we have, It's been more difficult this year to determine the exact number than it has been for any other year and that's due to the change in drawing areas but there are about 25-35 additional students on top of that 120 that are on the list and what that means is that the kids that we've got to chase up that might live our area that may or may not be coming to Cromer so our enrolments for next year Yr. 7 are going to be somewhere between 120 and 140 students. Planning for 5 classes at the moment which is a big increase thus all the extra teachers that we are after at the moment. A small Yr. 12 cohort are leaving so the school numbers are about 550 mark at the moment where as next year will be well over 600. Beginning of the school growing quite rapidly.

Business Manager for School

The Department are looking next year at giving principals the right to employ a business manager to their school – this role supplements that SAN position mentioned previously. Scope of duties will be much broader than that role however it will allow Justin and his deputy principals to focus more on being educational leaders. The business manager can take on the role of scheduling and administrative duties alleviating this pressure from the principal and deputies in the school. Very excited about that. Final details are still to be sent out – watch this space.

End of Term 4

The school will role over in about 7 weeks' time into their new school Years for the last two weeks of the year, i.e Yr 7 will role into Yr 8 and Yr 8 will role into Yr 9 and so on. Year 11 are now Year 12 as they have begun year 12, the rest of the cohorts will transfer so there won't be a year 7 in the school for the final two weeks. Main reasons behind this are to hand out school timetables for next year, the senior students can start wearing their senior uniforms if they want to. We can't officially start Year 11 work but we can start preliminary course, preparing them for Year 11 – there are very strict rules about starting year 11 work the year before for good reason. It hasn't been publicised widely however very confident that it will be the last two weeks of school.

Updates around the school

Landscaping was done over the last school holidays – this has been a big improvement, garden beds out the front, Sandstone looks amazing – landscapers have done a fantastic job.

Science rooms are completed.

Further painting of doors around the school, half the doors around the school have been painted.

Changing the music rooms and textile rooms, updating the rooms to the standard of the other rooms already done. STEM classroom is currently being renovated as we speak (dual purpose room)

Primary Enrichment Program

Primary enrichment program – one day a week currently working with feeder schools however next year we want to increase it to 3 of those classes- to occur on 3 different days. Great opportunity to have more kids come to the high school to see first hand before they start there final years at school.

PRESIDENTS REPORT (Read by Desmond McLachlan)

Des transferred \$10,000 from the canteen to the P & C fund.

Clear up one point from last meeting about money being spent from P & C – the concern from the school community wasn't that they don't think we are doing great things and working hard for the school its just that they are not seeing anything done. Its not a personal attack at anyone its just that we had a lot of projects at the start of the year that we were going to do but we haven't fulfilled any of them. We donated \$25,000 to the signboards (a Facebook post and update on the P & C website has gone out) however they have not gone up yet.

Des raised that we need to do some more projects and spend some money – P & C members raised that they weren't sure there was enough money to spend at this point in time? Des said we have paid the school the \$25,000 already for the signs and that we should have around \$30,000 in the account – obviously with the golf day coming up we will have more money so we really need to spend the money not for the sake of spending but just to show that we are doing things.

The one project Justin and Des have been speaking about are the benches around the school – so we need to look at doing them. We have a trade that needs to come to the school first and see what we need before they can provide a quote. Des will try and organise that. Looking at changing the warped and metal benches – by the basketball courts as well to be replaced. And also, as you walk out to the oval there are some circular concrete slabs that had seating but it had to be removed because they were very old.

The P & C asked Justin what he needs funds for and he was happy to receive funds towards to seating as that's desperate.

Another urgent project that is coming is a pergola at the back of the TAS area – there is a concrete slab out the back of the woodwork rooms and there is a roller door that comes out of the back of the woodwork room and quite often the kids will move there work to the back of this area which is great when its sunny and nice but when there is bad weather they can't utilise this space. Justin has just given the go ahead to build that and its about a \$10,000 project – metal pergola room and there are some drainage issues out there as well which they will also fix – it would be great if the P & C could contribute to that.

Apart from that there is not too much more that is immediate. Justin would love if the P & C would contribute to the outdoor furniture as this really expands the classrooms and benefits the kids.

We will get one company out first so we can work out exactly what we want and then get a further two to compare three quotes and decide on the best way forward.

There was a suggestion from the P & C to make a list based on what Justin would like to do in the school and then broadcast it to the rest of the school community so they know exactly what the money is being raised for. We will keep putting messages on Facebook.

Comedy Night

As you know we discussed the comedy night and we got a tentative date and we have received a volunteer who is going to run with it.

Des will send all the details to Sharon.

TREASURERS REPORT: (Mark was not present at meeting however received the following breakdown via email after the meeting)

The general account balance is \$34,945. The split is: P&C \$29,475; Golf \$5,470.
The building fund balance is \$3,625.

COMMUNICATIONS: (Aleks was not present at meeting so there was no communications report)

GOLF DAY: (Presented by Jason Hunt)

Another two silver sponsors – Flexi Schools (In Loop Pty Ltd) and Total Climate Control is the other one – so each of those are \$2,500 sponsors.

Received all the Golf Balls – Did another flyer on Facebook on that one.

Need to organise trophies.

Des to provide a list of exactly what we need – what prizes are given out? With the golf balls we got a few prizes the guy threw in.

Other than that, we just need players. We think having a reason – something we are raising money for will build some interest in players. Majority of players at the moment are teachers.

Currently have 40-45 players. Need minimum 72 to make 9 holes and if we can blow it out of the water we can have 144 players.

We have currently 5 active volunteers – Four Pines are going to have a station, IGA have a station, Belle Property want a station – we are having meeting with Nick Duchatel (Belle Property) in a week he is quite keen to help MC and speak.

Not knowing the games and things that happen on the day is where Jason is not too sure on.

We need another drink station that has someone with an RSA.

We also need prizes to raffle off. We might be able to spend some cash on getting prizes if we can't get donations. Justin said he has a couple of Cromer Golf Umbrellas.

It would be good to have someone of the day in charge of prizes and the raffle. Need to immediately start gathering prizes. Des suggested speaking to Mark about the tickets as he has run it in the past – he should be up with that.

Justin will send an email to everyone from the school – he has been holding off but he will plug it big now. Jason will do up another little something to say why we are running this fundraiser. Would be good to suggest as well that we are looking for prizes/donations that we can make more on, on the day – Justin is happy for the school to be a dropoff point for prizes.

GENERAL BUSINESS:

None

CLOSE:

The meeting was officially closed at 8.05pm

NEXT MEETING:

Monday 6th November, 2017 at 7pm Staff Room. (Golf Day organisational meeting)