

East Hills Boys High School P&C Minutes

Monday 23rd May 2022

Meeting Opened: 6.06 pm

Attendance: Ashley J, Rachel McC, Jane C, Su L, Andrew K, Karen S and Rachel McC.

Virtually (if applicable):

Apologies: Ray V, Clare T, Paul A

Approval Previous Minutes:

Moved: Ashley J

Seconded: Jane C

In Favour: All

Business Arising:

CBP 2021 Grant: Multipurpose (basketball) courts revamp is complete. The grant money arrived in the bank account. Ashley handed over a cheque for \$26,576 (\$20,000 grant + P&C contribution of \$6,576) to the school tonight.

Volunteer Grant: Successful for \$1,100 to purchase new laptop/notebook up to \$1,300. A laptop, wireless mouse, 1 year anti-virus/internet security software & a laptop bag was purchased for a total of \$883. There is \$217 left to spend.

Stronger Communities Grant: Formal application lodged 11/1/22 for \$3,500 to purchase 2 defibrillators for \$3,813. Approved. As there is a supplier delay for these items, we will need to apply for an extension in regards to the spending deadline (the end of 2022).

Guest - NSW MP for East Hills, Wendy Lindsay – Wendy was unable to attend this meeting due to her attendance at another event. We have provided her office with our July and August meeting dates for consideration.

P&C Equipment – The P&C equipment is stored onsite in a shipping container. The existing asset list needs to be confirmed and the equipment checked as it has not been used for a couple of years. Ray and the school have keys to the container.

Correspondence In: P&C E-Bulletin, EHBHS – payment of Andrews Insurance, Wendy Lindsay’s office re meeting attendance, ACNC – 2021 Information Statement, EHBHS – West Invest Community grant, EHBHS – parent enquiry

Correspondence Out: EHBHS – re payment of Andrews Insurance, Wendy Lindsay’s office, Reply to a parent enquiry

Treasurers Report: Balance as of 23rd May 2022 was \$xx. A cheque for \$26,576 for the Basketball courts was given to the school. We will be invoicing the school for the 2022 P&C Contributions to date. Insurance/Membership of P&C Federation is due in July/August 2022.

Principals Report:

End of Year Party – The school has changed the effort levels terminology for the effort levels, so they are the same in the school reports, the boys Diaries, and any other correspondence. These set levels will need to be achieved by the student in at least 5 subject areas.

The 2022 P&C fees for the year are: \$25 for the first child, \$20 for the second child, \$15 for the third child and no further costs for additional siblings after that. If a family is struggling, then this is usually the first fee that is waived by the school. The school is reviewing the fees for the 2023 year and would like to propose that the P&C fee be changed to a flat fee of \$25 per family per year. They believe that this would result in the same or higher total amount per year for the P&C fees collected from the school families.

In April, school fees statements were emailed out to families. It was asked if parents were able to view these statements, or at least any amounts owing, online. This will be investigated.

General Business:

The below was the motion in the March meeting for payment to Andrews Insurance Services. The school paid this invoice in error. The P&C have reimbursed the school for the invoice amount of \$116.00.

“Motion

The East Hills Boys High School P&C Association approved the total expenditure of \$116.00 to Andrews Insurance Services for BPK Business Pack (Contents insurance).

Moved: Ray V Seconded: Ashley J In Favour: All “

Following on from the P&C fee proposal by the school, it was discussed whether this was viable. Last year approx. \$xx was received from P&C fees contributed by families. The P&C’s main expenses (apart from grant related monies) were its contribution to the End of Year party (\$3,000), its Insurance/Membership of the P&C Federation (\$2,500), and top-ups to grant funded projects (various). It was decided that the P&C would adopt the school’s proposal and change the 2023 P&C fee to a flat rate of \$25 per year per family.

Motion

The East Hills Boys High School P&C Association approved the change of the 2023 P&C fee charged to families to a flat rate of \$25 per year.

Moved: Ashley J Seconded: Jane C In Favour: All

ACNC (The Australian Charities and Not-for-profits Commission) - The 2021 Information Statement is due by the 30th June 2022 – Rachel to submit.

Hybrid P&C meetings – a combination of face-to-face meeting and online where some attendees can attend the meeting face to face and others virtually. A parent enquired if we had an online attendance option for the P&C’s meetings. At our June meeting, we will test the virtual meeting component. This will be done by using the P&C recently purchased laptop, with a few volunteers (most likely spouses) connecting online to the face-to-face meeting at the school café. This test will be via the free Zoom

software, which allows 40 minutes free online meeting time. The P&C Federation offers a discounted yearly Zoom subscription of \$125.00 (including GST) which runs from 1 July 2022 to 30 June 2023.

P&C Facebook Page – Jane and Clare will be added as editors/Admin of the P&C Facebook page.

It was decided that the P&C be able to pay invoices and reimbursements via Electronic Funds Transfer (EFT) as well as the existing cheque method. As per the cheque method (two to sign a cheque), two current Committee members must approve each payment using the EFT method.

Motion

The East Hills Boys High School P&C Association approves the addition of the Electronic Funds Transfer (EFT) method for the payment of invoices and reimbursements. As per the cheque payment method, two current Committee members must approve a payment.

Moved: Ashley J

Seconded: Jane C

In Favour: All

Close Meeting: 7.09 pm

Next Meeting: 27th June 2022.