



# MACQUARIE FIELDS HIGH SCHOOL

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## PARENTS & CITIZENS MEETING MINUTES

**DATE:** Monday 15 August 2022 **VENUE:** MFHS Office & Zoom

**MEETING OPENED:** 6.42pm

**WELCOME TO COUNTRY:** We'd like to begin by acknowledging the Traditional Owners of the land on which we meet today, the Dharawal people and pay our respects to Elders past and present.

**ATTENDEES:** 6 plus 3 online via Zoom

**APOLOGIES:** Luisa Trieu

**CONFIRMATION OF QUOROM:** Yes

**CONFIRMATION OF PREVIOUS MINUTES:** Yes

### CORRESPONDENCE IN/OUT:

4th July 2022	Updating ABN details was submitted to ATO
18th July 2022	ABN update was not able to proceed due to authorisation issues
26th July 2022	Sun Shade Australia updates for progression report
Jun-22	ANZ bank statement received

### TREASURER'S REPORT:

Balance @06/04/22	Descriptions	Credit	Debit	Total Balance
\$125,873.54	Anna-Insurance and Zoom		\$402 *pending	
	Raffle Link		\$39 *pending	\$125,873.54
	Banking Fee		\$15	\$125,858.54
	Banking Fee		\$15	\$125,843.54

Raffle Link: <a href="#">Open</a>	Father's day raffle \$39 paid to Raffle Link by VP2
P&C membership & Insurance: <a href="#">Open</a>	Renewal due Monday 1st August 2022
Insurance 2021-2022: <a href="#">Open</a>	\$277 owing to President

## PRINCIPAL/EXECUTIVE REPORT:

Key Feature of the P&C meeting is a Principals Report



Principal Report\_  
Monday 15 August 2022

### SUMMARY

Covid cases still high at the school

Staff loss from Science and Social Science/LaST, gained in PDHPE, Math and TBA English.

Trial HSC Exams have been run

Toilets have been painted, pressure washed and signs made. Mirrors and Extra lighting to be added.

Graffiti is being painted over all the time

Vaping continue to be an issue

Science Week & Science Shows.

Duke of Edinburgh will be started soon

### TERM 3 2022

\* Week 5 = Science Week

\* Year 12 Mufti Day for Rakhi Festival, Monday 15 August

\* Special PBL Session re Cybersafety , Tuesday 16 August

\* FTC Yanco Excursion, 17 -19 August

\* Wear it Purple Day (LGBTBIQ+), Friday 26 August

\* 2023 Captain Speeches, Monday 29 August

\* High Resolves, Year 7 & 8, Tuesday 30 August

\* Year 11 Preliminary Exam Period, Mon 6-Fri 16 September (Weeks 8/9)

\* RUOK Day, Thursday 8 September

\* Annual Celebration Day, Thursday 22 September

## SUB COMMITTEE

### REPORTS:

MFHS Finance committee	<p><b>20 June 2022:</b></p> <p><b>1.)</b> P&amp;C are committed to funding the 13 air conditioning units and have voted 'yes'.</p> <p><b>Condition of approval</b></p> <p>The tentative amount is based on one quote of \$56,326 (ex. GST). However, at least another quote is needed for the final decision and cost.</p> <p><b>2.)</b> P&amp;C are committed to funding the painting of the toilets and have voted 'yes'.</p> <p>The toilet painting expenditure is approx. \$12K (ex GST). MFHS will also investigate extra lighting in these areas.</p> <p>Monitoring of toilets and other vandalism prone areas were discussed which include CCTV, out of class pass and electronic access areas. Discipline and consequences were also discussed e.g. Financial, suspension etc. on going conversation.</p> <p>Free sanitary products in NSW public schools commences 30 June 2022.</p> <p>Products are not currently in the toilets blocks but have always been available from the office and will continue to be so.</p>
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**15 August 2022:****1.) Air conditioning**

School needs to do a load assessment. Sim to forward form to Jasmine.  
P&C President has forward Daikon details to Jasmine to organise a quote 2nd AC quote.

**2.) Toilet painting**

Need an Invoice for the \$12,000 for the toilets and P&C will organise payment to the school

**BUSINESS ARISING FROM PREVIOUS MEETING**

School Maintenance <b>Open</b>	MFHS	-
		<p><b>20 June 2022:</b> MFHS was unable to obtain maintenance list from database but will follow up. Melissa Hannah - New Asset Manager. Meeting about painting has been held for 2022 and another meeting is to be held about next year's painting. Demountable cannot be replaced, but they might be able to fix/paint the currently unusable/with issue ones. Melissa is working on it. Principal will forward a list of maintenance issues to be added to minutes.</p> <p><b>15 August 2022:</b> Principal advised there is no specific list, however the items to be worked on are in the letter to Anoulack Chanthivong MP. 2021 painting has been completed. 2022 painting still to be done. Demountable is not able to be replaced.</p>
P&C Presence in the School/ Community <b>Open</b>	P&C	-
		<p><b>20 June 2022:</b> P&amp;C will look at utilising website page and MFHS staff are happy to support.</p> <p><b>15 August 2022:</b> President will supply the blurb again to add to the website. To include P&amp;C successes.</p>
Fundraiser <b>Open</b>	MFHS/ P&C	-
		<p><b>20 June 2022:</b> Second hand uniform sale - opportunity for this at Year 6 Information Day Tues, 29th November 2022 Possibly also pens/pencils, etc Also, possible raffle for Lowes Gift Voucher?</p> <p>Father's Day - opportunity of a raffle. Approach businesses for donations</p>

		<p><b>15 August 2022:</b>  2nd Hand Uniform Sale is still on the cards. P&amp;C will start to look at this over the coming weeks.  Communication went out regarding prize donation for Father's Day Raffle. \$368 has been received so far in ticket sales. A number of donations were left at the school. Prize packs will be made up of received donations. Any Extras will be left for the next raffle opportunity.</p>
Café Furniture <b>CLOSED</b>	MFHS/ P&C	-
		<p><b>20 June 2022:</b> School has decided to pay for this as P&amp;C will be paying for Air Con &amp; Toilets.</p> <p><b>15 August 2022:</b> Closed</p>
School entry sign <b>Open</b>	MFHS/ P&C	-
		<p><b>20 June 2022:</b> Principal/School will pay for the sign. MFHS are considering getting a sign with no message text. Some P&amp;C members prefer it to be interactive. Quotes to be gotten. Can work on the admin office sign in the meantime.</p> <p><b>15 August 2022:</b> Closed</p>
School Emblem <b>Open</b>	MFHS/ P&C	-
		<p><b>20 June 2022:</b> Principal still working on what we can do to improve/rebrand.</p> <p><b>15 August 2022:</b> There is a process to rebranding and will take a while to sort out. The principal will continue working on this</p>
Community Building grant: <b>Open</b>	P&C	-
<ul style="list-style-type: none"> <li>•Progress Report by 29 July 2022</li> <li>•Completed by 31 March 2023</li> <li>•Completion Report submitted by 30 April 2023</li> </ul>		<p><b>20 June 2022:</b> Waiting on pictures and progress report. Work to start during school June-July holiday.</p> <p><b>15 August 2022:</b>  Progress report submitted to Grant committee on 27th July  Work to start Monday 15th Aug</p>
ACNC registration: <b>Open</b>	P&C	-
		<p><b>20 June 2022:</b> Building Fund 'responsible persons' P&amp;C vs DoE. To discuss offline.</p> <p><b>15 August 2022:</b> To be discussed offline. Principal to discuss pros and cons of a School Building Fund vs a P&amp;C administered  A Library fund was also suggested and available through the DOE.</p>
Gate @ Wattle St: <b>Open</b>	MFHS	-

		<p><b>20 June 2022:</b> Council to start on priority 15 path projects. The Wattle St gate is considered a missing link i.e. connect to existing path and therefore rated as high priority. Will check in August regarding progress.</p>
		<p><b>15 August 2022:</b> No progress as yet. P&amp;C will follow up</p>
Lowes: <b>Open</b>	HC	-
		<p><b>20 June 2022:</b> Hardly any stock available at Lowes. School reps to go and check stock at Lowes.</p>
		<p><b>15 August 2022:</b> School Reps have not had a chance to visit Lowes as yet. Still awaiting confirmation from School as to when the contract is up for renewal. Principal to confirm tomorrow.</p>
Insurance: <b>Open</b>	P&C	-
		<p><b>20 June 2022:</b> As per treasurer section. P&amp;C will continue with last year's insurance policy. Full cover.</p>
		<p><b>15 August 2022:</b> President to follow up and get actual paperwork from the Insurance company and supply to Treasurer for payment.</p>

## NEW BUSINESS

Incidental Costs: <b>Open</b>	P&C	-
		P&C Office Bearers to keep receipts for Incidentals related to Raffle so the amount can be reimbursed.
Maths Tutoring: <b>Open</b>	MFHS	-
		School to look into organising Math Tutoring over the school holidays. School can pay from Covid recovery fund allocated by the government.
Photoshoot: <b>Open</b>	MFHS	-
		Promo shoot to take place 21/20, 25/10 or 3/11. School will organise to take photos of students and P&C funded items. Photos will then be added to social media to highlight to school & community what P&C have been working on.
Grants: <b>Open</b>	MFHS/ P&C	-
		<p>Building Grants are available yearly. Science Week Grant will be available in the next few months for next year. Sporty Grant via local MP availability need to follow up. School &amp; P&amp;C need to work together to ensure that we have ideas/details ready on hand as the grants open as many grants have had short turnaround.</p>

**MEETING CLOSED:**

7.46pm

**NEXT MEETING:** Monday 19th Sept 2022