



MACQUARIE FIELDS HIGH SCHOOL

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PARENTS & CITIZENS MEETING MINUTES

DATE: Monday 20th June 2022 **VENUE:** MFHS Hall & Zoom

MEETING OPENED: 6:33pm

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: 49 (7 member)

APOLOGIES: Mel Collins

CONFIRMATION OF QUOROM: Yes

CONFIRMATION OF PREVIOUS MINUTES: Yes

CORRESPONDENCE IN/OUT:

CBP 2022	Received details of 2 possible grant P&C could apply for 1. New bubbler replacement 2. Painting of toilets
Treasurer resignation	Notification received 26 May 2022
MFHS request for funding of A/C	13 A/C unit for \$62K. For consideration, possible motion

TREASURER'S REPORT:

Balance @06/04/22	Descriptions	Credit	Debit	Total Balance
\$125,873.54	Anna-Insurance and Zoom		\$402 *pending	\$125,873.54

Zoom: Open	Renewal due Friday, 3 June 2022, \$125 owing to President
P&C membership & Insurance: Open	Renewal due Monday 1st August 2022
Insurance 2021-2022: Open	\$277 owing to President

PRINCIPAL/EXECUTIVE REPORT:

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

TERM 2 2022

- Sorry Day was held.
- MFHS would like to thank Hitesh for his hard work and service on behalf of the school community is much appreciated.
- Parent Portal is being accessed by more parents than in previous years. Should continue to be encouraged.
- MFHS Website - Parents and Citizens section could be changed to P&C section.
- Hume Regional Cross Country Carnival has been held.
- Medieval Day held for Year 8 History.
- Semester Awards were held.
- Future Teachers Club - Conference with teachers and students. Specialty for Maths/Science. program has been running since 2013.
- Open Boys Soccer Team - Going to next level of competition.
- SRC Planning Day - Have approx. 75 students that are involved. Students have ideas from P&C.
 - Lockers on backburner due to low demand and high cost.
 - Students prefer water refilling station vs bubblers.
- Toilets are being vandalised by the students. Doors are being pulled off the boy's toilet and damaged. Graffiti and vaping out of control.
- New School Sign. Doesn't require a message to be added below. Just a neat new sign and also on top of the school hall and possibly one on the admin building.
- Still high amount of Covid cases. Recommend flu shots for our school community. Impacting staffing, MFHS have long term casuals to cover staff that are off.

TERM 2 DATES

- Years 10 – 12 PTS Night, 4:00 - 8:30pm, Tuesday 21st June
- Year 10 Subject Info Night, 6:00pm, Tuesday 21st June (Hall)
- Year 11 Information Evening, 6:00pm, Tuesday 21st June (TLS)
- Year 7 Camp, Wednesday 22nd– Friday 24th June
- Year 11 Life Ready Modules, Friday 24th June (WFH)
- MFHS Executive Conference, Friday 24th – Saturday 25th June
- MAC Live CAPA Event, Friday 1st July
- Years 7 - 9 PTS Night, Tuesday 26th July (Term 3 Week 2)



P&C Meeting,
Monday 20 June 2022

SUB COMMITTEE REPORTS:

MFHS Finance committee	<p>16 May 2022: P&C requested and audit. The School is working on a list of items including maintenance items and wish list e.g. air conditioner for the hall. Once this is complete it will be provided to P&C so determinations can be made on where we may be able to help. Examples of some costings are \$660K for the prep room and one kitchen (DoE has agree to pay 50%), \$700K toilets refurb</p> <p>ACTION: Request MFHS to put together wish list for P&C's consideration & allocation.</p> <ul style="list-style-type: none">• The list needs to be drafted, prioritised (including consultation with students) and kept up to date
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20 June 2022:

1.) P&C are committed to funding the 13 air conditioning units and 7/7 members have voted 'yes'.

Condition of approval

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.

2.) P&C are committed to funding the painting of the toilets and 7/7 members have voted 'yes'.

The toilet painting expenditure is approx. \$12K (ex GST).

MFHS will also investigate extra lighting in these areas.

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, soft influence etc. on going conversation.

Free sanitary products in NSW public schools commences 30 June 2022.

Products are not currently in the toilets blocks but have always been available from the office and will continue to be so.

BUSINESS ARISING FROM PREVIOUS MEETING

Treasurer position		-
		Irena K nominated and accepted the position of Treasurer.
School Maintenance Open	MFHS	-
		<p>16 May 2022: P&C member request visibility on all maintenance, the government website says there is nothing outstanding, however the students are saying the opposite. An audit will help with allocating money and priorities.</p> <p>Action: MFHS to provide a list of all maintenance items that are outstanding</p>

		<p>20 June 2022: MFHS was unable to obtain maintenance list from database but will follow up.</p> <p>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.</p> <p>Principal will forward a list of maintenance issues to be added to minutes.</p>
P&C Presence in the School/Community Open	P&C	-
		<p>16 May 2022: P&C Presence in the School/Community Can we organise a way to be able to create a Page on the school website for P&C content? Or whatever medium the school plans to move forward with.</p> <ul style="list-style-type: none"> • Other suggestions <p>Science week event 'P&C in the field'. Invite parent/community member to give talk during science week Principal will talk to other schools so that we have a voice. Mr Matchet has applied for a grant for the school - Science week 13-20th August. Aim is to get others involved. School to supply names of ex-students/alumni that may be interested in doing talks, be involved. P&C to try and reach out to businesses that may also want to be involved.</p> <p>Action: President to write a blurb to include in school communications.</p>
		10 June 2022: draft wording sent to the principal
		20 June 2022: P&C will look at utilising website page and MFHS staff are happy to support.
Fundraiser Open	P&C/MFHS	-
		<p>Fundraising suggestions</p> <ul style="list-style-type: none"> • Father's Day - September • Garage trail - October • Celebration Day - September <p>16 May 2022: School is happy to work with P&C on fundraising projects. School joined the Father's Day Project. A way for fathers to be more involved in the school.</p> <p>Action: P&C to plan and propose some fundraising events</p>

		<p>20 June 2022: 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>
Café Furniture Open	P&C/MFH S	-
		<p>16 May 2022:</p> <ul style="list-style-type: none"> • For the Anzac Café, 6x8 seats 48 seating \$14,300 P&C Member suggested the P&C give half the money for the seating and loan the other half, to be repaid over time through profits from the café (the students would then also learn to run a business and have debts). Another idea is for it to be paid by P&C and then they can lease the space and pay back into the Building Fund. P&C will discuss options with the school before a decision will be made. <p>Action: Potential motion next meeting</p>
		<p>20 June 2022: School has decided to pay for this as P&C will be paying for Air Con & Toilets.</p>
School entry sign Open	P&C/MFH S	-
		<p>16 May 2022:</p> <ul style="list-style-type: none"> • Front School Sign needs replacing School looked into this a number of years ago and got quotes for powered vs solar vs manual. School to find old quotes and work on getting new ones. If we can't advertise on sign, P&C can look into getting donations from Local businesses. P&C Member has requested quotes as he may be able to ask his workplace for assistance. <p>Action: School to investigate if sponsorship can be added to the sign to help pay for it.</p>
		<p>20 June 2022: Principal/School will pay for the sign. MFHS are considering getting a sign with no message text. Some P&C members prefer it to be interactive. Quotes to be gotten. Can work on the admin office sign in the meantime.</p>
School Emblem Open	P&C/MFH S	-

		<p>16 May 2022:</p> <ul style="list-style-type: none"> • School Emblem - can it be changed / improved? <p>Possibility of a clearer image? Is it time to refresh the logo. Changeover would take a few years, including students updating uniforms with logos. A question on whether the school's name should also be changed? Refresh / Rebrand? Community consultation?</p> <p>Action: Principle will consultate with a network of principals about the pro/cons of doing this.</p>
		<p>20 June 2022: Principal still working on what we can do to improve/rebrand.</p>
Community Building grant: Open	P&C	-
<ul style="list-style-type: none"> •Progress Report by 29 July 2022 •Completed by 31 March 2023 •Completion Report submitted by 30 April 2023 		<p>16 May 2022: P&C have received the money for the Grant. The school has started measuring up the area. Work is due to start on the upcoming school holidays. School to supply progress report to that can be sent to Community Building Partnership as part of the requirements of the grant.</p>
		<p>20 June 2022: Waiting on pictures and progress report. Work to start during school June -July holiday.</p>
ACNC registration: Open	P&C	-
		<p>16 May 2022: Charity status has been received. Along with this, we would like to create a Building Fund which will allow us to make donations Tax Deductable. DGR status is being worked on and we are working on getting what the government sees as Responsible people to head the subcommittee. We hope to finalise in the coming weeks.</p>
		<p>20 June 2022: Building Fund 'responsible persons' P&C vs DoE. To discuss offline.</p>
Gate @ Wattle St: Open	MFHS	-
		<p>16 May 2022: P&C followed up with council. It is on their list of things to do. P&C will follow up again to ensure it stays on track and to try and find out approx. when it may happen.</p>
		<p>20 June 2022: 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>
Lowes: Open	HC	-

		<p>16 May 2022: P&C will follow up with Jasmine in regard to the date of the tender. Looks like more students are wearing the shorts. There were not many at Lowes last time someone checked, which is a good sign as we want them to run out and implement the new ones with zippers.</p>
		<p>20 June 2022: Hardly any stock available at Lowes. School reps to go and check stock at Lowes.</p>
Insurance: Open	P&C	-
		<p>16 May 2022: Upon talking to the Insurance Company, the outstanding amount needed to be paid or policy would have been cancelled. President paid for Insurance from personal account. Treasurer to organise to reimburse the President as soon as possible.</p>
		<p>20 June 2022: As per treasurer section. P&C will continue with last year's insurance policy. Full cover.</p>

OTHER BUSINESS

Question was asked regarding English teacher recruitment panel. Classroom teachers do not require P&C to participate on panel. Only Exec / Higher level positions. Currently MFHS are not recruiting new staff.

MEETING CLOSED: 8.08pm

NEXT MEETING: Monday 15th August 2022