



MACQUARIE FIELDS HIGH SCHOOL

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PARENTS & CITIZENS MEETING AGENDA

DATE: Monday 17th Oct 2022

VENUE: MFHS & Zoom

MEETING OPENED:

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: 8 Not for circulation

APOLOGIES: Louisa T, Katherine H

CONFIRMATION OF QUOROM: Yes

CONFIRMATION OF PREVIOUS MINUTES: Yes

CORRESPONDENCE IN/OUT:

Pickles School Wear	SALES MANAGER Shirley H. contacted P&C
ATO	Documentation sent to ATO by Secretary

TREASURER'S REPORT:

Starting Balance	@ Date	Credit	Debit	Total Balance
\$ 114,029.34	17/10/2022	\$ -	\$ 32,960.40	\$ 81,068.94

PRINCIPAL/EXECUTIVE REPORT:

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

- * The School celebrated it's 40th Birthday
- * Celebration Day
- * Year 12 Graduation
- * Year 9 Drama Workshop
- * 3 New teachers have started at the school

NEW BUSINESS

NIL

SUB COMMITTEE REPORTS:

MFHS Finance committee	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
	3 Sept 2022: Cancelled Next meeting scheduled for Term 4 week 4 Monday 31st of October
	17 Oct 2022: No update. Next meeting 31st Oct 2022 <ul style="list-style-type: none"> • Air conditioning, President to discuss with Jasmine - need to get a revised quote. • clarification on how much we would contribute toward A/C

BUSINESS ARISING FROM PREVIOUS MEETING

Appreciation Certificate:	MFHS/P&C	-
		19 September 2022: MFHS will create a Certification of Appreciation to be given to donors. P&C will supply school with a list of donors. P&C will send to donors.
		17 Oct 2022: List was supplied to school & certificates were supplied back to P&C. P&C will distribute to donors.
Logo Use		-
		19 September 2022: MFHS to supply high quality logo. Style guide currently not available. P&C allowed to use logo, but need to ensure that the item is shown as coming from P&C and not the school.
		17 Oct 2022: School to supply high resolution copy of the school logo
Voluntary Contributions:	MFHS	-
		19 September 2022: Principal will ascertain when the voluntary contributions will be transferred to the P&C.
		17 Oct 2022: \$17,593 in school contributions was collected and will be passed onto P&C.
Website	MFHS/P&C	-
		19 September 2022: P&C will relook at the wording on the website and request amendments around the wording of the \$40 contribution. MFHS to then update.

		17 Oct 2022: P&C will look into this asap.
Raffle: Open	MFHS/ P&C	-
		<p>19 September 2022: opportunity for another raffle Year 7 Orientation P&C will do another raffle. Approach Lowes if they will donate a Gift Voucher to buy uniforms.</p> <p>17 Oct 2022: School to contact P&C with details of how the day will be run. It was agreed that P&C will go ahead with a Raffle. School will supply gift card/s. P&C will sell tickets on the day. We anticipate that there will be 3 prizes, but details TBC.</p>
Storm Water: Open	MFHS/ P&C	-
		<p>19 September 2022: *MFHS to discuss cleaning the drains with the school cleaners and organise a Working Bee to do more cosmetic cleaning. * Drainage between Public and High school to be looked into due to recent work</p> <p>17 Oct 2022: Working be postponed till approx Feb-Mar 2023. Possibility of doing Working Bee & P&C Day at the same time. P&C President to investigate if there are any legalities that we need to be aware of.</p>
Photoshoot: Open	MFHS	-
		<p>19 Sept 2022: 3/11 confirmed. MFHS has details of what items to take photos of including the Shade Sails, Toilets, etc</p> <p>17 Oct 2022: Photo shoot yet to take place. P&C Executives do not wish to be in the photos.</p>
Grants: Open	MFHS/ P&C	-
		<p>19 Sept 2022: P&C is keeping an eye on any available grants and have some standard information on hand to make starting the applications quicker and easier.</p> <p>17 Oct 2022: Sustainable Schools Grants 7-25th Nov. Secretary has forwarded details to JP for investigation.</p>
School Maintenance Open	MFHS	-
		19 Sept 2022: One demountable is having repairs (Portable 11). A Block (the office) is also getting new carpet over the holidays. 2022 painting still to be done.

		<p>17 Oct 2022:</p> <ul style="list-style-type: none"> •P11 is now open - mould removed. •P6 is still outstanding •Toilets are not complete as yet. •Roof replacement, P1, P2 & P6, Admin & library •Installation of commercial kitchens are getting started this week for the office. Won't be finished till the start of next year.
P&C Presence in the School/ Community Open	P&C	-
		<p>19 Sept 2022:</p> <ul style="list-style-type: none"> • Year 7 Orientation Packs to be handed out. Need feedback on the packs to finalise design. • Possibility of students helping put packs together? • Costing sent out to members for consideration
		<p>17 Oct 2022: Motion</p> <p>Fund orientation pack at approximately \$200-230 subject to printing cost</p>
Fundraiser Open	MFHS/ P&C	-
		<p>19 Sept 2022: We have 6 bags of uniform items so far and some stationary has also come through. MFHS to send reminders, especially on Fridays to help keep this front of mind. Father's Day fundraiser went quite well. The next fundraiser will be organised further ahead of time.</p>
		<p>17 Oct 2022:</p> <ul style="list-style-type: none"> • send out reminders to parents regarding uniforms. •Come up with a calendar of events, so that we are more organised. •Possible fundraiser spendin to go towards an outdoor table tennis tables and another volleyball court? <p>President to look into quotes. Justin will talk to Nicole and where would be a potential placements grass area or outdoor gym.</p>
School Emblem Open	MFHS/ P&C	-
		<p>19 Sept 2022: No Update. We are happy to have this on the backburner.</p>
		<p>17 Oct 2022: To be discussed at a later date</p>
Community Building grant: Open	P&C	-

•Progress Report by 29 July 2022 •Completed by 31 March 2023 •Completion Report submitted by 30 April 2023		19 Sept 2022: *Need Before & After Shots, then P&C will submit final paperwork. MFHS will supply photos. *Final invoice being queried with Sunshade Australia
		17 Oct 2022: final report to be submitted
ACNC registration: Completed	P&C	-
		19 Sept 2022: No update. To be discussed offline. 17 Oct 2022: availability dates to be discussed
Gate @ Wattle St: Open	MFHS	-
		19 Sept 2022: Leanne from the council that we have the funding for this financial year and it's with the contractors. Between now & Christmas, they are hoping to have it complete. There is a bit of a backlog. 17 Oct 2022: No updates. MFHS to improve path on school side when work is done
Lowes: Open	HC	-
		19 Sept 2022: Tender ends 21.9.23 P&C has created a table showing details of some schools & their range. MFHS to create a uniform committee towards the end of this year so discussions and decisions can be made well ahead of the tender due date. Some things to consider is when to change uniform (at year 10 or 11 for Seniors?) The colour and style of the uniforms, etc 17 Oct 2022: See correspondence and comparison chart Uniform committee to be formed

OTHER BUSINESS

	MFHS/ P&C	-
		Will it be a Xmas dinner vs normal meeting will advise

MEETING CLOSED: 7.34pm

NEXT MEETING: Monday 21st Nov 2022