



Byron Bay High School

Parents & Citizens Association

T: 02 6685 8188. E: byronbay-h.school@det.nsw.edu.au

	Minutes 18th February 2020
1.	Acknowledgement of Country - Peter Silberberg
2.	<p>Meeting attendees</p> <ul style="list-style-type: none"> - Janine Marcus, Peter Silberberg, Michelle Pullen, Kai Connell, Sarah Aldridge, Richard Whan, Mandy Montalbetti, Lisa Wentworth, Amy Blackham, Therese Mulder, Warren Lee, Emma Rolley, Chris Byrne, David Giddy, Georgia Laddin, Jodie Cope, Julie Marshall Cole, Terri Graham, Christie McGath, Michael Berti, Mary Nelson, Christina Larmer
3.	<p>Minutes previous meeting – Peter Silberberg</p> <ul style="list-style-type: none"> - Minutes passed by Michelle Pullen, seconded by Richard Whan <p>Updates from minutes:</p> <ul style="list-style-type: none"> - Arakwal Court: Now complete after \$750k upgrade jointly funded by Council and state government. Now complete it is time to start pushing for solution to the traffic issues at the junction of Arakwal Court and Bangalow Rd - ACTION – Peter S to email Council - Janine noted there are some small funds remaining from the upgrade and these are going to be spent on protective barriers at the bus terminals and the school oval adjacent to Bangalow Road. - Air conditioning: 2019 joint funding by school and P&C provided 50% air conditioning and solar for BBHS. Some remaining classrooms are experiencing temperatures above 30C. NSW Government Cooler Classrooms application completed and being assessed under round 2. This has been verified via email correspondence with Ben Franklin. - Separate to this, BBHS has proceeded with estimating cost of completing air conditioning, independent of Cooler Classrooms grants. Janine reports quote is approximately \$140K, of which school does not have the funding. - Janine will press ahead with air conditioning to the sick bay ASAP. This is not included in Cooler Classrooms application, as it is not a classroom. - Electricity audit also going to be carried out to check capacity of carrying electrical load on current circuits for extra air conditioning. - ACTION – P&C have decided to defer any further decision on fund raising for A/C until at least next meeting, where we hope Cooler Classrooms application may have progressed.

	<ul style="list-style-type: none"> - Other fundraising options were discussed. It was noted, as per previous P&C meeting discussions, that if all parents paid voluntary school fees it would yield at least an extra \$100k spare capacity to BBHS and maybe an avenue to pay for air conditioning if Cooler Classrooms application is rejected. - Another option is to encourage building fund donations which are tax deductible with tangible target to fund air conditioning. - ACTION – P&C to draft a letter to school parents outlining importance on BBHS budget if more parents paid the voluntary School fees. - School canteen: run by P&C for many years, 6-8 hrs per week for treasurer, lots of admin, approx. \$15-20k profit pa. 3 years ago P&C decided this was too taxing on the executive and a decision was made to cease their involvement in running the canteen business. Rather than hand over to a private business and lose control and profit, the school decided to take over the business. As per request at last meeting, P&C exec has done further research into what it would mean to potentially look at running the business again, particularly as a fund raising action. It was stated that taking over the canteen is like taking over a small business: Recruitment, OH&S, employment contracts, accounting. It was noted that online ordering streamlines ordering and cash transactions, but Flexischools not currently used. Students now take an active role helping in the canteen with hospitality students gaining experience. Janine noted that the canteen is run really well, but is not used as a revenue stream, rather as a way to feed students healthy foods. Profit margins under the school vs the P&C are similar. - ACTION: Talk to school to see if they want a P&C committee to value add to current canteen structures. Commitment to get volunteers in to help the 1.5 current staff members. Better communicate to school community how to volunteer. - Outcomes from 2019 parent survey: Planning has begun for a parent education meeting 6-7pm about drug and alcohol use in teenagers. Janine trying to get all relevant people available on a single evening: Social worker, D&A councillor at BB hospital, director of Safe on Social, Police liaison officer. Date TBC – maybe term 2. - Phone policy to be emailed out again to all parents. - Councillor at school every day, upgrade from previous years noted - Michelle P has created a summary of parent survey. Agreed to have this sent to all parents. Summary to be discussed at next meeting
4.	<p>Treasurer’s update – Richard Whan</p> <ul style="list-style-type: none"> - See attached report
5.	<ul style="list-style-type: none"> - AGM at next meeting - All positions become vacant and voted on: Office bearers include; president, vice president, treasurer, secretary. We have option to include other titles such as fundraising coordinator and press / publicity officer. Any parent can become an executive member.

6.	<p>Principal's report</p> <ul style="list-style-type: none"> - New timetable structure. Only in week 4 but so far positively received having longer time in learning areas. Jali groups on Thursdays successful, linked to house groups to help build house spirit. May tweak break times duration next term, will reassess in week 9. - Saw 2019 drama students perform at Seymour Centre in Sydney. Excellent opportunity - Swimming carnival good energy, good house spirit. - Going to invest in a few more chilled water fountains. The first one funded by P&C and suggested by SRC is very popular. - Senior exec committee decided last year and will be in effect until term 3. SRC positions being nominated at the moment. Positions filled by either voting or interviewing depending on numbers.
7.	<p>Other Business and close</p> <ul style="list-style-type: none"> - It was discussed how to raise issues at P and C meetings e.g. general questions for the school or general feedback. Parents are requested to email the president to add to agenda. Other issues can be raised as other business, but likely to have more time for discussion if listed as an agenda item. - Next meeting 17th March 7pm in school library, normal meeting including AGM



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Treasurers report 15 October 2019

Administration account – Reconciliation Report	
Bank account as at 15 October 2019 (last report)	15,268.12
ADD deposits	183.49
LESS payments	(0.00)
Total funds in bank at 19 November 2019	15,451.61
Total of bank statement as at 19 November 2019	15,451.61
LESS unpresented cheques	0.00
PLUS outstanding deposits	(0.00)
LESS outstanding payments	(0.00)
Total funds as at 19 November 2019	15,451.61

Notes to explain the transactions for the period.

- Deposits
 - Byron market collection bucket \$182.20
 - Interest \$1.29

- Payments
 - NA

- Outstanding Deposits
 - NA

- Outstanding payments
 - NA

Regards

Richard Whan
Treasurer