



Hunters Hill Public School P&C Annual General Meeting Minutes

Wednesday 10/5/2017

The meeting opened at 7:30pm and was chaired by Dougal Hunter.

Attendees: 14 – Samara Richardson, Brad Newhouse, Dougal Hunter, Veronica Papacosta, Paula Godoy, John Lau, Geraldine Bourne, Sam Garling, Peter Atkins, Cindy Blaney, Melanie Buffier, Kate Anderson, Dane Latham, Caitlin Flett

Apologies: 7 – Sakuna Pho, Nicole Kleijn-Aalders, Raewyn Sargeant, Jenna Morrow, Jo-Hanna Adam, Tee Davies, Tracy Ashton

1) Confirmation of minutes from previous AGM (11/5/2016)

Adopted: Dougal Hunter

Seconded: Veronica Papacosta, John Lau and the committee

2) Principal's Annual Report (2016) – Samara Richardson, Brad Newhouse

- verbal report delivered noting recent events and planning for rest of the year

3) President's Annual Report (2016) – Dougal Hunter

- Dougal presented his report. See attached.

4) Motion to adopt President's Annual Report

Moved: Dougal Hunter

Seconded: Peter Atkins, Cindy Blaney

5) Treasurer's Annual Report (2016) – Veronica Papacosta

- Veronica presented her report. See attached.

6) Motion to adopt Treasurer's Annual Report

Moved: Dougal Hunter

Seconded: John Lau, Paula Godoy

7) Sub-Committee Annual Reports (2016)

- The 2016 Sub-Committee Annual Reports were tabled. See attached.

8) Motion to approve Auditor for FY 2017

- Veronica confirmed that Soutar Accountants should be used again and given tighter timeframes to complete the audit.

Moved: Dougal Hunter

Seconded: Veronica Papacosta, followed by unanimous agreement

9) Motion to approve membership fee for 2017

- A continuing membership fee of \$1 was confirmed.

Moved: Dougal Hunter

Seconded: Paula Godoy, followed by unanimous agreement

10) Election of office bearers for 2017

- a) Samara & Brad facilitated the election of the office bearers for 2017.
- b) The officers elected were:
 - President: Dougal Hunter
 - Proposed by: Veronica Papacosta,
 - Seconded: Paula Godoy, followed by unanimous agreement
 - Treasurer: Geraldine Bourne
 - Proposed by: Dougal Hunter,
 - Seconded: Melanie Buffier, followed by unanimous agreement
 - Vice-President: Nicole Kleijn-Aalders & John Lau
 - Proposed by: Dougal Hunter, Veronica Papacosta
 - Seconded: Cindy Blaney, followed by unanimous agreement
 - Secretary: Paula Godoy
 - Proposed by Dougal Hunter,
 - Seconded: Caitlin Flett, followed by unanimous agreement

11) Election of sub-committee convenors for 2017

- a) Dougal facilitated the election of the Sub-Committee Convenors for 2017.
- b) The convenors elected were:
 - Amity Co-Convenors: Sam Garling & Emily Salter
 - Proposed by: Dougal Hunter
 - Seconded: Veronica Papacosta, followed by unanimous agreement
 - Book Club Convenor: Cindy Blaney
 - Proposed by: Dougal Hunter
 - Seconded: John Lau, followed by unanimous agreement
 - Canteen Convenor: Dougal Hunter
 - Proposed by: Paula Godoy
 - Seconded: John Lau, followed by unanimous agreement
 - Creative Workshops Convenor: Tee Davies
 - Proposed by: Dougal Hunter
 - Seconded: Paula Godoy, followed by unanimous agreement
 - Grounds Convenor: Tracy Ashton
 - Proposed by: Dougal Hunter
 - Seconded: John Lau, followed by unanimous agreement
 - Hunters Hill Out Of School Hours (HHOOSH) Co-Convenors: Kate Anderson and Melanie Buffier
 - Proposed by: Dougal Hunter
 - Seconded: Veronica Papacosta, followed by unanimous agreement
 - Uniform Shop Convenor: John Lau
 - Proposed by: Dougal Hunter
 - Seconded: Paula Godoy, followed by unanimous agreement
 - Performing Arts Convenor: Peter Atkins
 - Proposed by: Dougal Hunter
 - Seconded: John Lau, followed by unanimous agreement
 - Social Media Convenor: Caitlin Flett
 - Proposed by: Dougal Hunter
 - Seconded: Paula Godoy, followed by unanimous agreement

The meeting closed at 8:10pm. The next AGM will be held in 2018 when the audit is completed.

President's Report

President: Dougal Hunter

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The past year has been another very active period for the Hunters Hill Public School P&C Association. Our P&C would not be able to achieve this without the dedicated parents and friends support base. I thank you all for your respective achievements and commitment. It is particularly pleasing to meet the new recruits who have become involved this year.

Of the sub-committees that operate within the HHPS P&C, the school community should continue to be particularly proud of:

- HHOOSH, the changes implemented this year are fantastic and the recent success of Vacation Care is a feather in their collective cap. Congratulations!
- The Performing Arts program which continues to assist the musical development of nearly 60% of all HHPS students in Year 3 and above.
- The eclectic mix of Creative Workshops on offer after school each term providing HHPS children with additional opportunity for extracurricular learning and development; and.
- Amity, as well as assisting in the delivering of the usual array of social activities and a cracking Rio fundraiser, a number of new initiatives have been launched this year with the Welcome to School Function being a great success and the upcoming Discos for Adults and another for the smaller kids keenly anticipated.

For a Public School of modest size, Hunters Hill also benefits from a Uniform Shop complete with on-line presence and a Canteen service that operates three days a week, something that other local schools cannot boast. The P&C has successfully maintained the operation of these essential services and has also been able to support the school when the need arises, for example funding new PSSA Netball Uniforms or facilitating parent awareness regarding online security.

While the past year has been a stable period for the P&C there has been some transition within the school executive. The P&C enjoyed working closely with Tania Weston during her six months as relieving Principal and looks forward to continuing to work closely with Sakuna Pho as well as the Department of Education to ensure the playground project is delivered as soon as possible and well before the school celebrates its 150th Anniversary in 2019. The playground redevelopment is our major project and has been the focus of our fund raising efforts for the last two years.

I am cognisant of the fact that although there is a great parent support base at the school, it is usually the same names doing the heavy lifting. Greater understanding of who's who in the parent community is needed and the P&C will be addressing this issue this term. Many hands make light work and with the Fete quickly approaching in September this is important.

Sadly, a couple of significant contributors to the P&C are stepping down tonight.

Caroline Gallagher – Caroline steps down from her role as co-convenor of the Grounds Committee. This draws to a close 9 years of active involvement with the school. Over this time Caroline was actively involved in the delivery of the Jacaranda playground, responsible for developing a large number of our current netballers and was instrumental in delivering one the highlights of the Country Fair, the dog show! Thank you.

Veronica Papacosta – anyone who has had a reimbursement processed, an invoice paid, an insurance matter resolved or received a P&C employee salary over the past three years has Veronica to thank for this happening in a timely fashion. Veronica is responsible for transitioning the HHPS P&C to an electronic payment system, prior to this, the P&C relied on dual signature cheques and had a mix of banking arrangements. For the role of treasurer there can be no greater legacy than a financially healthy and efficient association. Thank you and we wish you well for your new role as Chair of Seafood Industry Australia. Congratulations.

I would like to thank the Executive for their tireless dedication to the many and varied tasks that they have had to perform over the past twelve months. It has been fun working with you all. Paula answered our SOS for a Secretary and John pretty much answered everything else being VP, Uniform Shop convenor and Fete convenor. The productivity and enthusiasm provided by Veronica was well balanced by Nicole's patience and professionalism.

On a serious note, I would like to extend my sincerest sympathies to Nicole and Daniel and their boys at this extremely sad time for the Kleijn and Aalders families and look forward to welcoming them back in the near future. Most of the drive for the big events in the past twelve months came from Nicole. Thank you very much.

With the school's 150th Anniversary just around the corner, the next year promises to be another rewarding period to be involved with the Association and I hope that the P&C will continue to play its role in helping enrich our children's learning at HHPS and ensuring it is a safe, fun and happy place to be. Congratulations and thank you to all who have been involved.

Report on the Hunters Hill Public School After School Care 2016.

Service summary

Overview

The HHPS P&C HHOOSH sub-committee manages and assists the coordinator to effect the delivery of the Hunters Hill Out of School Hours service.

Sub-committee Conveners

Kate Anderson
Melanie Buffier

Before and After School Care Capacity

70 children per session

Enrolments

Before school care - average daily enrolment: 33 children
After school care - fully booked with 70 children enrolled on every day except Friday (62 children)

Register

210 students across 155 families

Staff

Coordinator- Natasha Marjanovic
Educational Leaders- Lauren Djukich & Taylor Gilbert
Casual Educator- Taylor Gilbert, Talia Paul, Jana Tringas, Maddy Wheeler, Amelia Cooper, Thomas Mulherin, Chloe Brighton, Jake Brighton, Tomas Dalton, Monique Russo.

Vacation Care

Our first vacation care service commenced during the Easter school holidays and operated for eight days over two weeks. During this period, 84 children across 57 different families used the service. The average enrolment was 34 children per day.

Summary of attendance:

Monday	Tuesday	Wednesday	Thursday	Friday
Reptile Show 23	Movies 37	Ultimate Family Centre 38	Easter Craft 32	Good Friday Not open
Easter Monday Not open	Fizzics Workshop 31	Movies 29	Skyzone 50	Laser Warriors 32

The majority of children who attended the service were current students at HHPS, a few ex-students living in the area and two children from Balmain Public School.

A survey to gauge feedback was sent to families in the first week of Term 2. We will use this information to plan our next program and make further improvements to the offerings and inclusions. 100% of families said they would use vacation care in the future and would recommend the service to other families.

A preliminary review of the financials suggest the Vacation Care service resulted in a break even return. Once the actuals are finalised, this will be reported to the P&C.

Increase numbers to 85 children per session

The service is fully booked for aftercare on all days except Friday. To address this demand, we have commenced the process of increasing our authorised numbers from 70 children to 85 children.

The DET has requested an updated survey providing information relating to the indoor and outdoor areas which will be allocated to HHOOSH by the school on a permanent basis.

A surveyor came to the school on Friday 5 May and will complete the report in the next week. Once the report is received, the request to increase our numbers to 85 children will be re-submitted.

Future actions

- Confirm number increase to 85
- Plan Vacation Care program
- Rectify rising damp
- Upgrade of furniture