



## Hunters Hill High School Parents & Citizens' Association



**President:** Mitch Kirkman, president.hhhspc@gmail.com

**Secretary:** Martin Brown, secretary.hhhspc@gmail.com

**Treasurer:** Emma Paxton, treasury.hhhspc@gmail.com

### MINUTES OF P&C MEETING - 6 AUGUST, 2018

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#### Meeting Details

7:00pm Staff Common Room, HHHS

Chaired by Mitch Kirkman, P&C President

Minutes taken by Martin Brown, P&C Secretary

#### Attendees

18 P&C members signed the attendance sheet. The Principal also attended.

#### Apologies

Joanna Craig

Emma Paxton

Katrina Nash

Jacqueline Crompton

#### Walkathon / Colour Run

Robin Butterfield and Suzanne Kimpton presented.

1. Goal is to raise \$40-50,000 for air conditioning
2. Whole day has been approved by the Principal
3. Event to be held on Friday 21 September
4. To be launched 20 August
5. Course will be within the school grounds
6. Near last year 12 attendance
7. Best dressed competition
8. Prizes for most funds raised
9. Will be run by the P&C to retain funds
10. BBQ sausage sizzle by P&C & student volunteers: \$5 food + drink
11. Possibility of music performance in the hall afterwards
12. Discussed options for glasses/T-shirts, kids to purchase or bring their own white T-shirt, possibly with HHHS logo
13. Possibility of providing colour setting stuff
14. Decided on purchase of printed T-shirts \$6 each
15. Need BBQ team, posters, photographers.

**Motion:** To support Walkathon / Colour Run to \$9,000

**Proposed:** Mitch Kirkman

**CARRIED**

#### Rapport Communications Project Presentation

Roberto Omsuzi from Rapport presented to the meeting.

1. The system has been in operation at Jamieson High School
2. Original aim was to engage parents and to measure the engagement
3. Presented reasons for choosing Facebook, primarily that there is no need for application installation or sign up for most parents
4. Security and privacy concerns were discussed

5. School gets feedback of access to material, which Skoolbag doesn't provide
6. Principal advised that take up is already near that of Skoolbag
7. Will be able to provide media access options

## Principal's Report

1. See business arising re recycling and rubbish
2. Yearbook 2018 is underway
3. Raised concerns regarding promotion of Marsden High (Meadowbank Education Precinct) redevelopment and new Lindfield Learning Village attracting students away from HHHS. Similarly Chatswood Education Precinct and changes around Chatswood Primary and High School. Currently, about 180 students out of 680 are in the actual Hunters Hill catchment area. There is a risk of HHHS becoming a considerably smaller school.  
Based on parent feedback, focus needs to be on ATARs. To be seen as an attractive school, ATAR focus needs to achieve results.  
Rapport can feedback into school direction to meet needs. Principal estimates approx intake of 90 year 7 in 2019.
4. New English head teacher Alicia O'Donnell starting term 4, primarily based on determination to achieve higher band results.

## Minutes of Previous Meeting

The minutes of the 18th June 2018 P&C meeting were reviewed and accepted.

**Proposed:** Margaret Schnitzler

**CARRIED**

### Business arising from previous minutes

1. Principal solar power - no update
2. Email from Emma Paxton re traffic changes: Draft plans have gone to RMS including changes which had been previously misplaced by Council. All local schools are supportive including St Josephs, HH Primary, Marist.
3. Jacqueline Crompton - sponsorship with local RE Agent (Bresic Whitney) \$500 per family house sold is donated to HH Primary, to about \$5,000 a year.
4. Meetings have been moved to weeks 3 and 7.

## Correspondence and Membership

### Correspondence In

1. Email from Simone Leo regarding recycling at P/T interviews and pedestrian access to Reiby Rd school pedestrian gates.  
Further discussion - Principal advised that gates were usually open. Principal to follow up. Possibility of facilitating BYO cup offers or school badged cups.  
Principal advised each room has recycling bins. School GA collects recycling to central bin. Transfer of paper recycling requires a WHS card which very few students would have. Children are not permitted to be directed to transfer recycling. Opinions discussed to encourage recycling and proper rubbish handling. Option of incorporating cleanup during working bees raised. Principal will discuss with Student Representative Council. It was also noted that HHHS P&C has previously paid for substantive recycling bin units to be purchased by school and placed adjacent to school oval.
2. Westpac account statements and deposit book
3. The Hon Dr Andrew Leigh MP, Shadow Minister for Charities and not-for-profits regarding changes to charities reporting requirements
4. Westpac regarding addition of Emma Paton as signatory to P&C accounts

Correspondence Out - None noted

# Reports

## Canteen Coordinator Report

Joanna Craig. Nothing to report.

## Music Coordinators' Report

1. Acknowledge Jenny Nyland for organising the Army Band workshop
2. Variety Night included all performance groups
3. Achievers Assembly included string group performance
4. Sydney Marimba weekend with Robert Oetomo included HHHS percussion
5. Senior percussion group will take part in Ryde Schools Spectacular
6. NSW Band Festival will include the stage band
7. Yr 12 graduation to include some performances
8. Thanks for school assistance with storage area for string instruments and percussion
9. Acknowledged HH Primary School P&C for donation of drum kit
10. Music and Arts Soiree to be 26 Sep

## Uniform Shop Coordinator Report

1. Investigations undertaken into stock management
2. Stock control and financial management control to be improved
3. On-shelf stock lines to be prioritised
4. Gender neutral uniform needs to be available
5. Timing of orders to be planned with consideration for highest demand periods
6. Acknowledged Jacqueline and Emma's work

## Environment Coordinator Report

Simon Hirst. No report.

## Dance Coordinator Report

1. Dance performances were held at Moocooboola
2. Jazz group accepted for Ryde Schools Spectacular

## Executive Report

1. No further teacher selection panel membership requests since last P&C meeting.
  - a. Two membership requests during meeting from Principal.
    - i. Robin Butterfield volunteered to look after urgent TAS Head Teacher Panel
    - ii. P&C President to identify and nominate parent rep for PDHPE Head Teacher Panel
2. Nil P&C Executive expenditure authorised since last meeting.

## Treasurer's Report

**Motion:** To accept the Treasurer's Report

**Proposed:** Mitch Kirkman

**CARRIED**

## Acceptance

The committee reports were accepted.

**Proposed:** Mitch Kirkman

**CARRIED**

## General Business

1. Update - Hall Upgrade Lighting and Sound  
Jamie Hurworth reported:
  - o Professional sound technician has investigated general hall set up. Speakers, microphones, and training are main focuses initially.

- Current sound equipment set-up in hall to be tested and assessed with aim to improve for the upcoming Soiree and also identify if other significant equipment issues. School will pay for this work to be performed which will take about 1 day.
  - Microphones need updating.
  - General view was that other existing equipment should be adequate initially while an upgrade program is developed and budgeted (spend over next 12 months).
  - Consideration is also being given to replace manual sound desk with digital, computer controlled system. This will overcome issues of unauthorised changes being made to physical setting on audio equipment which has caused a number of issues for sound quality in last 2 years.
  - Training on use of equipment and support for key events from sound technician also considered key.
  - P&C is considering arranging tutor for sound technician training of interested students (with payment) to commence 2019 to build sound tech crew for events in 2019 (in the same way that P&C has set up dance group and music ensembles). The P&C is seeking any parents able to assist.
2. Update - Promotion of School Building Fund to increase parent contributions for eligible improvements. \$2,400 received last term into the fund which has boosted total funds to allow for air conditioning of three classrooms. These works are currently being arranged by school.
  3. Update - P&C Social Evening for Parents, Hunters Hill Hotel 28 June. A small but hearty cohort attended.
  4. P&C Christmas Drinks to be 10th December. On the verandah.

## Other Business

1. Feedback on lack of communication from P&C to parents.  
Current School Newsletter includes a P&C section once a term.  
Agenda email to all parents could include link to reports.  
Better communications (including financial reports) would encourage more parents to pay contributions.  
Consider highlights from P&C meetings to be produced.
2. No year 10 formal to be held, in favour of effort being committed to year 12 formal. Very few leave school at year 10. No appetite to include load on teachers.

## Actions

1. Principal to follow up on opening of Reiby Rd pedestrian gates
2. P&C President to identify parent representative for PDHPE Head Teacher Selection Panel
3. Secretary to include link to meeting reports in future P&C meeting notices to all parents
4. Secretary to follow up regarding changes to charities reporting requirements

## Meeting Close

The meeting closed at 9:20.

## Next Meeting

- Monday 3rd September, 7.00pm (Term 3, Week 7)

## Future Meetings

- Monday 29th October, 7.00pm (Term 4, Week 3)
- Monday 26th November, 7.00pm (Term 4, Week 7)