

Chatswood High School P&C General Meeting Tuesday 17 August 2021, 7:30 pm

by Zoom (https://au01web.zoom.us/j/64545407933)
Agenda (draft)

1. Business Matters

- Welcome and apologies
- Minutes of the previous meeting (10 June 2021, pages 3-4)

Motion: That the minutes of the previous meeting be approved.

- Correspondence
 - Chatswood High School building program project update June 2021 (pages 5-6); building program works notification August 2021 (page 7)
 - Parent, Carer and Community Member Mental Health Education Session Chatswood, 9 September 2021 (page 8)

2. Reports and Updates

- President's update
- Principal's update
- Treasurer's report (pages 9-12)
- Uniform Shop update (page 13)

3. General Business

- Well-being events update
- Sports funding proposal (pages 14-17)

Motion: That an additional amount of up to \$1500 be approved for before and after school sporting activities for 2021.

- 2021 Year 12 graduation gift
- Orientation Day planning
- Locker Coordinator new volunteer

Next meeting: Tuesday 7 September 2021

Becoming a member of the P&C:

- 1. Pay the \$2 membership fee by direct deposit into the P&C bank account: BSB: 032-090, Account #: 358220, with your first and last name in the reference field.
- 2. Send an email to <u>secretary@chspandc.org.au</u> so your name and contact details can be added to the P&C member register.

The annual membership fee is valid until the end of the next AGM, which is held in November. After the AGM, fees are collected for the upcoming year.

For information -2021 P&C Well-being program

Event	Students (yr groups)	Dates Students	Dates Parents
Sleep Connection	7 & 10	1 March	8 March, 7:30 pm via zoom
Art of Smart –Yr 12 how to thrive	12	2 March	2 March, 7:30 pm via zoom (could extend invite to both Year 12 & Yr 11 parents)
Cybersafety – Susan McLean	7 & 8	12 and 13 May	13 May, 7:00 pm via zoom
Respectful Relationships and Sexual Health (Vanessa Hamilton)	9	17-19 May	17 June (zoom)
Tomorrow Man & Woman	10	24 & 25 May	None
Art of Smart – Transitioning to Year 11	11	Workshop 1 – 28 May Workshop 2 – 16 August	None
Paul Dillon	10, 11	15 September	15 September



Chatswood High School P&C General Meeting (via zoom) Thursday 10 June 2021, 7.30pm Minutes draft

Attendees: Angela Huo, Angela Todd, Dave Webb, George Dragoi, Hunter Ashton, "iphone", "Jawad", Jenny Biggin, Jinhong Tang, Karyn Cardew, Kylie Barter, Mary Wills, Nadia Kostadin, Nokhez Kostadin, Tali Friedman.

Apologies: Alex Hudson, Apurva Kamat, David Osland, Lynn Donohue, Sarah Boyd.

Previous Minutes

Motion: To approve the minutes from the previous meeting without alteration. Moved by Jenny Biggin and seconded by Karyn Cardew. Motion passed.

Actions Arising from the Previous Minutes

Tali Friedman, Rebecca Cleary and Jenny Biggin to progress P&C Facebook page (see Other Business below).

President's Update

George Dragoi welcomed Deputy Principal Hunter Ashton, representing David Osland, to the meeting. George noted the first Year 7 Parent Welcome event had been held on 8 June, attended by 88 people. Further details were provided by Hunter (see below). Several well-being events had also been held since the last P&C meeting. George invited Karyn Cardew to provide an update.

Karyn confirmed that the following events were held: on 24-25 May "Tomorrow Man/Woman" sessions for Year 10 students; and on 28 May the first of two workshops for Year 11 students focusing on study strategies (Art of Smart). Positive feedback had been received from both students and parents. Vanessa Hamilton will be presenting a parent session on Respectful Relationships and Sexual Health on 17 June; a large number of parents have already preregistered. This complements sessions given to Year 9 students in May.

Principal's Update

Hunter thanked the P&C for its strong well-being program and recognised how much it has contributed for students and parents. The first Year 7 Parent Welcome event was held via zoom (see Other Business), and a second face-to-face event will take place on 15 June. Emails have been sent to parents regarding registration (due to COVID, there is a maximum limit of 100 attendees).

Teachers have been conducting parent-teacher interviews via zoom in recent weeks, and the process seems to have worked reasonably well.

Treasurer's Report

George Dragoi provided a summary of the Treasurer's report for January to May 2021 (circulated in the agenda papers). It was noted there was a good balance in the Building Fund which will be useful once the new buildings start to become available for student use in 2022.

Uniform Shop

It was noted that additional volunteers are still being sought to assist in the Uniform Shop.

Building Program Update

Hunter reported that construction of Building R is progressing well. Hoarding around Buildings C, D and E has been erected. Student movement around this area appears to be reasonable, although it was noted that new fencing is slowing down students in some parts of the school, including a 'pinch-point' between Blocks E and F. This is being monitored as a point of concern. John Staff and Richard Crooks (building developers) gave a presentation to school staff about the next phase, including asbestos removal from around Buildings C, D and E. The next Project Reference Group meeting is on 16 June.

Other Business

Year 7 Parent Welcome event: The welcome event had been delayed due to COVID. A zoom meeting was held on 8 June, and a face-to-face event is scheduled for 15 June. The zoom event was a great success with strong parent engagement and many questions. Hunter will be circulating the slides he presented to parents. George thanked Hunter for arranging the event and acknowledged that it was a great success.

P&C Facebook page: Tali Friedman and Rebecca Cleary have set up a page. They have worked to avoid duplicating content that is already available on the CHS Facebook page. New users for the P&C page need to "ask to join" and then the Administrator (Tali and Rebecca) will provide access.

P&C website redesign: Jenny Biggin advised that the redesign is progressing well and the main elements have been developed. Jenny has liaised with the school inviting students to provide photographs for the website.

Locker Coordinator: The previous coordinator, Chris Freeman, has provided helpful notes about the role and tasks involved. A new volunteer coordinator is needed.

Meeting closed at 8.12 pm.

Next meeting: Tuesday 17 August 2021.

NSW Department of Education - School Infrastructure



Chatswood Public School and Chatswood High School

Project update

June 2021

Investing in our schools

The NSW Government is investing \$7.9 billion over the next four years, continuing its program to deliver 215 new and upgraded schools to support communities across NSW. This is the largest investment in public education infrastructure in the history of NSW.

We are upgrading Chatswood Public School and Chatswood High School with new and improved facilities to support the local community.

Progress summary

Building R, located to the north of the high school oval, has been topped out. This means the last concrete slab has been poured and construction of the steel roof structure will start soon.

Site establishment activities have started at both schools. Hoarding has been installed to establish safe construction work zones around the Chatswood Public School lowers, astroturf, building I and existing staff car park and Chatswood High School buildings C, D and E.

Three information sessions were held in early June for the school communities in advance of site establishment works starting. These sessions were an opportunity for parents, carers and staff to learn more about the upcoming works and operational impacts. At Chatswood Public School, the Pacific Highway and Jenkins Street vehicle entrances have been closed to the public and converted to construction vehicle access only. The Pacific Highway entrance will have a turntable to allow construction vehicles to turn and exit safely and in a forward direction.

At Chatswood High School, the De Villiers Road vehicle entrance has been closed to the public and converted to construction access only.

Staff and construction workers at both schools are encouraged to use alternative and sustainable means of transport to and from work now that the staff car parks have closed. This includes train, metro, bus, taxi/uber, car share, carpooling, cycling or walking.

There will be more construction traffic on local roads as the upgrade progresses. At times there will also be changed traffic conditions. Take extra care and be truck aware.

Next steps

The Chatswood Public School principal will continue to review and optimise the existing playground space on the main Pacific Highway campus to support student wellbeing.

Site establishment activities are ongoing including the installation of site amenities, removal of trees and demolition of buildings at both schools.

Building R continues with the roof structure, façade works and windows installation.

For more information contact:

School Infrastructure NSW
Email: schoolinfrastructure@det.nsw.edu.au
Phone: 1300 482 651
www.schoolinfrastructure.nsw.gov.au





NSW Department of Education - School Infrastructure

Frequently asked questions

Where can we access the construction compliance reports?

The Department of Planning, Industry and Environment require the project team to make publicly available construction compliance reports in accordance with the development consent conditions. The reports have been uploaded to the School Infrastructure NSW project website and can be viewed here: https://www.schoolinfrastructure.nsw.gov.au/projects/c/chatswood-public-school-chatswood-high-school-upgrades.html#category-reports.

What are the construction hours?

Construction work hours have changed. The NSW Government has recently passed legislation to allow construction hours to be extended outside of those specified in the development consent conditions (Environmental Planning and Assessment (COVID-19 Development-Construction Work Days) Order (No 2) 2021). The Order is necessary to protect the health, safety and welfare of members of the public during the COVID-19 pandemic.

Work hours will be 7:00am to 6:00pm Monday to Friday, 7:00am to 5:00pm Saturday and 9:00am to 5:00pm Sunday. Work completed on a Sunday is restricted to certain activities and equipment to minimise noise and impact to the community. No work will occur on public holidays.

How will traffic and parking be managed?

A Construction Traffic and Pedestrian Management Plan has been prepared to outline measures to be taken to ensure public safety.

The plan includes construction vehicle movements, potential amendments to existing street signage, and traffic control procedures.

Disruption to the local community will be minimised by a number of mitigation strategies, including:

- Construction workers will be encouraged to use the Chatswood Interchange to access the site.
- · Movement of materials will take place where possible within the site boundary.
- Trucks will enter and exit the site in a forward motion. At the public school, a turntable will be built
 within the construction site for trucks to turn around.
- Traffic controllers will be in place where required.

What will you do to minimise noise and dust during construction?

The project team consult regularly with the school principals to discuss upcoming works.

Noise levels on site will be managed in accordance with the noise control guidelines that are outlined in the Environmental Protection Authority's (EPA) Environmental Noise Control Manual for construction and demolition works.

Noise will be kept to a minimum as best as possible during the construction period. We will provide advance notice of work to the local community, particularly when we anticipate high noise generating works.

Dust as a result of demolition and construction works will be hosed down as required.

How are the construction zones and school grounds separated?

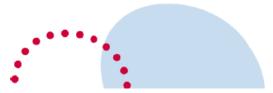
The construction sites have separate entrances for workers and vehicles. Hoarding has been installed around work zones to prevent public access to each site.

All contractors and sub-contractors are required to have the appropriate declaration checks in place and be inducted on to site prior to starting.

For a Translating and Interpreting Service, call 131 450 and ask them to call the Department of Education - School Infrastructure NSW on 1300 482 651.

For more information contact:

School Infrastructure NSW
Email: schoolinfrastructure@det.nsw.edu.au
Phone: 1300 482 651
www.schoolinfrastructure.nsw.gov.au





Chatswood Public School and Chatswood High School

Works notification

3 August 2021

In line with the NSW Government's COVID-19 Guidelines, construction on the Chatswood Public School and Chatswood High School upgrades resumed on Monday 2 August 2021.

A comprehensive COVID-19 Safety Plan is in place for the site and the contractor will enforce strict compliance including no workers from the LGAs of concern with the exception of authorised workers allowed under the Public Health Order. Our construction sites will follow all current health guidelines, including a one person per 4sqm rule and all workers wearing masks for indoor and outdoor work.

The NSW Government has recently passed legislation to allow construction hours to be extended outside of those specified in the development consent conditions (Environmental Planning and Assessment (COVID-19 Development-Construction Work Days) Order (No 2) 2021) to protect the health, safety and welfare of construction workers and our community during the COVID-19 pandemic.

The new construction hours are 7:00am to 6:00pm Monday to Friday, 7:00am to 5:00pm Saturday and 9:00am to 5:00pm Sunday.

Work completed on a Sunday is restricted to certain activities to minimise noise and impact to the community. No work will occur on public holidays.

Regular updates are published on the School Infrastructure NSW website to communicate the changes on our sites in Greater Sydney in line with NSW Government's COVID-19 Guidelines. To keep up to date, please visit: schoolinfrastructure.nsw.gov.au.

Safety is the number one priority for School Infrastructure NSW and we are following all health advice in relation to construction sites.

For more information contact:

School Infrastructure NSW Email: schoolinfrastructure@det.nsw.edu.au Phone: 1300 482 651 www.schoolinfrastructure.nsw.gov.au





From Phillip Stone <PStone@headspace.org.au> 🕏

Subject Parent, Carer and Community Member Mental Health Education Session - Chatswood

To Phillip Stone <PStone@headspace.org.au> ☆

Dear parents, carers, and community members of the Chatswood region,

We have just added the following face to face session for the Chatswood region for those who were unable to make the previous session: Chatswood, NSW Parent and Carer mental health education session Registration, Thu 09/09/2021 at 7:00 pm | Eventbrite

I hope you have a good and safe week.

Kind regards,

Phil



phillip stone

Mental Health Education Consultant headspace Schools

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Treasurer's ReportAugust 2021 Meeting

Summary Reports for 2021

1. The Profit & Loss Report for Jan to Jul 2021

	Building	General	Uniform	Total
Income				
Interest Income	-\$59.22	-\$884.13	\$0.00	-\$943.35
Locker Hire	\$0.00	\$7,890.91	\$0.00	\$7,890.91
Membership fees	\$0.00	\$18.20	\$0.00	\$18.20
Music Uniform Sales	\$0.00	\$0.00	\$2,227.36	\$2,227.36
School Uniform Sales	\$0.00	\$0.00	\$137,365.76	\$137,365.76
Second Hand Uniform Sales	\$0.00	\$0.00	\$2,605.00	\$2,605.00
Total Income	-\$59.22	\$7,024.98	\$142,198.12	\$149,163.88
Less Cost of Sales				
Music Uniform COS	\$0.00	\$0.00	\$1,772.01	\$1,772.01
School Uniform COS	\$0.00	\$0.00	\$95,573.10	\$95,573.10
Total Cost of Sales	\$0.00	\$0.00	\$97,345.11	\$97,345.11
Gross Profit	-\$59.22	\$7,024.98	\$44,853.01	\$51,818.77
Less Operating Expenses				
Audit Expense	\$0.00	\$2,250.00	\$0.00	\$2,250.00
Awards	\$0.00	\$52.68	\$0.00	\$52.68
Bank Fees	\$0.00	\$0.00	\$577.00	\$577.00
Employment costs	\$0.00	\$872.82	\$8,412.96	\$9,285.78
Foreign Currency Gains and Losses	\$0.00	\$0.00	\$7.13	\$7.13
Freight & Courier	\$0.00	\$0.00	\$1,065.27	\$1,065.27
General Expenses	\$0.00	\$522.73	\$89.53	\$612.26
General Insurance	\$0.00	\$2,038.45	\$0.00	\$2,038.45
Office Expenses	\$0.00	\$158.90	\$1,643.93	\$1,802.83
P&C Events	\$0.00	\$26,790.72	\$0.00	\$26,790.72
Shopify Fees	\$0.00	\$0.00	\$1,187.12	\$1,187.12
Total Operating Expenses	\$0.00	\$32,686.30	\$12,982.94	\$45,669.24
Net Profit	-\$59.22	-\$25,661.32	\$31,870.07	\$6,149.53

2 Uniform Shop

1 January 2021 to 31 July 2021

	31 Jul 21
Income	
Music Uniform Sales	\$2,227.36
School Uniform Sales	\$137,365.76
Second Hand Uniform Sales	\$2,605.00
Total Income	\$142,198.12
Less Cost of Sales	
Music Uniform COS	\$1,772.01
School Uniform COS	\$95,573.10
Total Cost of Sales	\$97,345.11
Gross Profit	\$44,853.01
	-
Less Operating Expenses	
Bank Fees	\$577.00
Employment costs	\$8,412.96
Foreign Currency Gains and Losses	\$7.13
Freight & Courier	\$1,065.27
General Expenses	\$89.53
Office Expenses	\$1,643.93
Shopify Fees	\$1,187.12
Total Operating Expenses	\$12,982.94
Net Profit	\$31,870.07

3 Current Financial Position at the end of Jul 2021

The cash position of the P&C is as follows:

General Account

Scherul Mecount					
			\$165,879 in term deposit and \$ 112,467 in a savings		
Bank balance	\$	278,346	account		
			All item in Budget (including unapproved items for		
Expenditure expected per			this meeting only) less items paid to the end of this		
budget for remainder of year	\$	55,118	period		
Funds available	\$	223,228			
Note: Contributions for 2020 has been received in full.					

Building Fund

Bank balance	\$	253,572	Includes \$155,374 in term deposit	
Expenditure expected per budget for remainder of year	¢		All item in Budget (approved) less items paid to the end of this period	
Funds available	\$	253,572	end of this period	
Note: Contributions for 2020 has been received in full.				

4 Income (Excluding Uniform)

Whole year incomes in General and Building are as follows:

General Income

Description	\$	Comments	
Donations- General	55,000	assumed for the year @\$100	
Grant Received	21,300	RSL Community	
Interest Income	2,000	Based on Jan 20 to Dec 20	
Locker Hire	8,500	Based on Jan 20 to Dec 20	
Membership Fees	55	Based on Jan 20 to Dec 20	
Total Income	86,855		

Building Income

Description	\$	Comments		
Donation-Building	60,000	Based on \$68k recd in 2020		
Interest Income	1,500	Based on Jan 20 to Dec 20		
Total Income	71,500			

CHS P&C 2021 BUDGET& MOVEMENT

Description	2021 Budget	Spent	Balance
Student Wellbeing	Danger		
Tomorrow Man	8,800	Spent in May 21	7,350
Cyber e-Safety	6,100	Spent in May 21	5,217
Paul Dillon - Teens, parties, drugs, alcohol	4,600	,	,
Additional well- being sessions	5,000		
Before and after school sports program	5,000		
Chris Stirling Award	350		
Art of Smart	7,350	Spent in May 21	4,513
Sleep Connection	3,200	Spent in Mar 21	3,150
Vanessa Hamilton	7,300	Spent in May 21	6,561
Teaching and Learning			
English Department- Theatre Sports Incursion	4,720		
Leadership and Co-curricular			
Leadership camp	3,000		
Mock Parliament 2021	1,000		
Support for School Programs			
Merit Awards	3,500		
Orientation day morning tea	500		
World Teachers day morning tea	500		
Welcome event for new families	500		
Art Show	500		
Year 12 printing of yearbook	5,000		
Admin costs incorporating			
Audit fees	4,000	Paid in Apr 21	2,250
Bookkeeping fees	2,500		
Insurances	2,500	Paid in Jul 21	2,561
General expenditure/meetings	500		
Processing fee for Locker payments	300		
P&C website update/revision	10,000		
	86,720		31,602

Chatswood High School Uniform Shop Report

9th August 2021

The focus of the uniform shop in term 3 is normally the preparation for the Year 7 Orientation day in late November. This year, however, is different, with the uniform shop temporarily closed in line with the school and Dept of Education policy.

Our manager, Sarah Bouche, has been busy with the uniform stock orders, trying to anticipate and alleviate the impact of lockdowns, closures and freight issues we are having with receiving our stock. So far it looks promising that we will have stock for our new 2022 starters. We will keep you updated of any developments

2021 will be the second year that the uniform shop does not open on Orientation Day. We will be taking appointments for fitting and uniform purchases, including the weekends around the end of November. Information on this change will be available in the Year 7 orientation packs, online and communicated through the school.

The Uniform Shop will be holding its third committee meeting for 2021 in early September, the date is TBC.



SPORT TRAINING PROGRAM

In 2021, Chatswood High School will continue the very popular and successful training program for basketball, netball, cricket, soccer, AFL, ultimate frisbee and touch football. Each session is run by a dedicated teacher or coach at school on a weekly basis. Sessions are aimed at improving student's skill levels as well as building stronger connections between students.

These training sessions are free and students are encouraged to attend as many training sessions as they can fit into their busy schedules.

Throughout the year, these trainings will be used to select knockout and representative teams who will represent Chatswood High School at a variety of tournaments. Information will be specified in the daily notices and school newsletter.

Mr Abernethy



2021 Sport Training Sessions

	Morning 7.30 - 8.30 am	Teacher	Afternoon 3.20 - 4.20	Teacher
Monday	Volleyball Club (Term 2 start)**	Mr Wajzer	Boys Basketball Club (Courts)	Mr Abernethy
	Netball Club (Courts)	Ms Langshaw & external coach		
Tuesday	AFL Club (Oval)	Mr Wajzer		
	Grade Soccer Club (Years 9/10)	(Aled) External Coach		
Wednesday	Frisbee Club	Ms Galante & external coaches (Lucien and Will)		
	Girls Basketball Club	Ms Tyrrell		
Thursday	Girls Soccer Club	(Aled) External Coach	Soccer Club (Year 7/8)	Mr Dowdall
	Table Tennis Club	Mr Xiao		
	Touch Football Club - Boys	Mr Wilson and Mr Bremner		
Friday	Touch Football Club - Girls	Mr Gulpers		

^{**} Construction of Volleyball Court to be completed in Term 2

Training Sports Program - 2021

Funding Request Amount: \$6500

Breakdown of Funding:

\$2000 – External coaches' costs per a term (No payment in Term 3 due to Covid)

\$500 – Sports Assembly Medals and Prizes (Term 4)

Describe your proposal

The Chatswood High School sporting program will once again target student participation in a range of sports. In 2021, the program has expanded to offer training opportunities across eleven sessions (previously seven in 2020).

The aim of the program is to provide at least one sports session on each day that will be aimed at increasing student's skill levels in that particular sport and student's overall involvement in extra-curricular activities at Chatswood High School. Each weekly session will be run by a qualified coach and/or a dedicated teacher, who will cater for students with a range of sporting abilities with an emphasis placed on building social connections between students. From 2019, the school has endeavoured to employ past students who have experience in their chosen sport. This has continued to build a strong connection between current and past students at the school.

Which group of students will benefit?

The program is open to all students that attend Chatswood High School. There will be an emphasis placed on Year 7,8 and 9 students to participate in the program as well as specific programs for female students.

Expected benefit/s to the school/ students/ community

The program is aimed a benefitting all students at Chatswood High School, through the development of knowledge and connections to other students in a variety of years. The program will not only continue to help develop sporting skills, but the development of school community as students will represent their school at tournaments and sporting days throughout the year.

Describe entry criteria- e.g. open to all interested students or senior students

The program is open and free of charge to all students of Chatswood High School. The program does not require students to sign up and commit to programs, rather it invites students to try new programs and attend as they see fit.

How will the activity be promoted or advertised within school community?

The program will be promoted in a number of ways around the school. The use of the school's daily notices will be important to pass on regular messages to students each morning. Regular information will be emailed home and placed on the school's Facebook account, to help share information with parents and the Chatswood High School community. The sports noticeboard will be used as an information hub for students to sign up and receive information in regards to upcoming events.

Resources required: e.g. teacher or parent volunteers

Dedicated teachers will once again be running each training session. With funding, the program will look at expanding to provide external coaches and past students frequent opportunities to help with coaching. This will allow participants to receive greater feedback from their coaches and allow coaches to work with smaller groups as the program continues to grow.

Qualifications & experience of external coaches

Teachers and coaches are provided with the opportunity to obtain a Level 1 Coaching Accreditation.

How does the proposal align to P&C key focus areas (see below).

The sports program is linked to the P&C's leadership and co-curricular key focus. The program has highlighted its ability to provide and develop leadership opportunities for all students, especially for older students working with the incoming Year 7's. The introduction of the sports assembly in 2018, was a fantastic opportunity to highlight the success and achievements of students involved in the morning and afternoon program as well as other sporting aspects.

The ability to expand and develop new extra co-curricular opportunities for our students is the core goal of the program. The introduction of Cricket and Girls Basketball will allow for more students to be involved in the Sports Program in 2021.