**Cheltenham Girls’ High School P&C Association Minutes of General Meeting held on Monday 3rd December 2018**

# 1. Welcome

* The meeting commenced at 7:39pm with Jim Kalotheos welcoming all to the meeting.
* Jim congratulated Mrs Suelllen Lawrence on behalf of the P&C and wished Mrs Lawrence well for the future.

# 2. Apologies

* Michelle Moore
* Richard McDermid

# 3. Minutes of 5th November 2018

* Accepted by Paul Guastini and Jason Stevens
  + However, Simon to change ‘Treasurer’s Report’ to Richard Mcdermid

# 4. Correspondence

* None

# 5. Business Arising

* Targeted Sports Update – Rosie Cooper
  + Vicki Vincent will run Aerobics
  + A coach, who coached at CGHS previously (Kate ?) will coach Aerobics. Kate will be responsible for all administration.
  + Vicki to provide coordination between the coach, the school and the P&C.
  + The Hall will be rented from CGHS.
  + Further work is required regarding insurance etc
  + Try-outs will be organised in Term 1 2019.

# 6. Principal’s Report by Suellen Lawrence

* General
  + Presentation Day rehearsals are going well.
    - Unlikely that there will be MPs present as Presentation Day coincides with the last day of parliament.
  + Expression of Interest lodged today for a 3rd Deputy Principal.
  + “Cheltenham’s Got Talent” will be happening soon.
* Proposed that Year 7 reports to be changed in 2019 to be Grade based.
  + A sample report was presented.
  + An example of a similar report used at Killara was also shown.
  + There is an intent to implement the new report format for Year 7s in 2019.
  + Jim Kalotheos proposed the motion that the P&C approve the school moving to grades on Year 7 (only) reports for 2019.
    - The motion was seconded by Alison Batley.
    - There were no votes against.
    - The motion was carried.
* Purchase of 2 x Defibrillators
  + Defibrillators range in price from $1,800 to $2,800 each.
  + The most expensive version has a protective box.
  + It was discussed that potentially the ‘boxed’ version could be purchased for ‘I’ Block and the ‘non boxed’ version purchased for the Office.
  + It was flagged that it may be prudent to purchase two identical Defibrillators so that training can be standardised.
  + P&C to incorporate two Defibrillators in next year’s budget

# 7. President’s Report by Jim Kalotheos

* Feedback on Wellbeing Plan
  + Parents can e-mail feedback on draft policy to the school for attention of Gillian.
* Budget Meeting
  + The initial budget meeting was held at the school on Wednesday.
  + Potential items for purchase that were discussed, included;
    - a multipurpose building
    - a bus
  + P&C to present candidate purchase items at the budget meeting in 2019.
* Jim asked for expressions of interest in P&C Executive positions for next year. The following people voiced their interest in the relevant roles.
  + President
    - None
  + 2 x VPs
    - Bruce Maltman
    - Jenny Houlihan
  + Treasurer
    - Richard Mcdermid
  + Secretary x 2
    - Secretary = Simon Lahive
    - Correspondence = Helen Achat

# 8. Treasurer’s Report by Jason Stevens

* Healthy surplus of approximately $230,000 in P&C bank account.
* Most 2018 projects have completed and have been paid for.
* $161,000 collected in contributions
* The P&C have spent more than has been deposited.
  + Due to underspend in previous years.
* The accounts will be audited soon.
* Audited accounts and budget to be presented at AGM

# 9. General Business

* Wellbeing
  + Elev8 will provide Wellbeing Support for parents to augment the sessions run for the students.
  + Lisa Maltman will potentially present to P&C on Sleep Deprivation (as Lisa will be implementing a program for Year 8).
  + Blackdog offer Mental Health classes.
  + Various providers offer Cyber safety courses.
* School Plan
  + Principal requested approximately 6 parents to provide input to the school plan next year (week 3 and week 5).

# 10. Next meeting

* AGM = TBC

# 11. Close

* There being no further business, the meeting closed at 8:36 pm.
* Jim thanked the school Executive and the P&C Executive for their support throughout the year.
* Bruce thanked Jim on behalf of the P&C for his outstanding presidency over 4 years (in 2 blocks).