**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).