

**BURWOOD GIRLS HIGH SCHOOL - PARENTS & CITIZENS COMMITTEE MEETING**  
**19 October 2022 *Draft Minutes***

**Attendance:** Mia Kumar – **Principal**, Julia Alvarado – **Deputy Principal**  
Kara Gabbett – **P&C President**, KT Wlodarczyk – **P&C Vice President**, Marnie M Noor – **P&C Vice President**, Chiara Cenati **Secretary**, Peter Zographakis **P&C Treasurer**

Members per sign-on register:

Kylie Mangan  
Carolyn Bacchus  
Tracie Sharp  
KT  
Kate  
Tracy Hayden  
Jackie Speak  
Natalie Jennings  
Sally Steele  
Tim Cunningham  
Tracy Hayden  
Kate Wake  
Cat Rodie

**Meeting Chair:** Kara Gabbett

**Meeting recorded by:** Chiara Cenati

**Apologies:** Kathy Lye, Karen Harper

**Format:** In Person

**Start:** 19:00

**Welcome to Country and introductions:** Kara Gabbett

**Principal's report – Mia Kumar**

So much has happened since the last meeting:

- Big Night Out – Huge success, lots of involvement and very enthusiastic players and singers. Strings amazing
- Dance Show Case: magnificent! Cards payments option very handy
- Year 12 Sleepover in the hall – kids had the most wonderful time
- Y12 Assembly – all students participated
- Y12 Concert – wonderful time
- Y12 Graduation – it was during the day. Lots of parents, great music, a true time of celebration
- New Captains were introduced – lovely refreshment by the hospitality team
- Picnic – great success
- Balmoral's day excursion – great day despite the weather
- Starts of HSC – students very excited
- Field study day for Y9 – great learning opportunities

- Y9 excursion to the Japanese garden
- Band performances at Sydney Town Hall
- Korean studies- students involved in many performances
- Y8 Recognition Day
- Wear Purple Day – Students embraced the opportunity
- R U OK – staff very involved
- Staff recognition and morning tea
- Prefects organized a Moon Festival' morning tea for international students
- 2023 Prefects elected
- Afghani refugees came for lunch, students very welcoming
- Teachers supporting Teachers' Federation wearing red T-shirts
- Planning for 2023 – subjects have been selected – class timetables will be formed
- Staffing for 2023 - 3 retirements possibly few more
- Surveys – parents to complete – not many parents responded
- School Improvements: Flooring and Canteen – beautifully done
- STEM room – waiting for table otherwise very nice.
- Roofing – all done. New roof and gutters. No more leaks!
- Library – Currently out of action for carpet's replacement. Huge job, thank you to all staff moving and shifting books
- More shelters needed above the antitheater– to be investigated for more options.

#### **President Report - Kara Gabbett**

Jason Yat-Sen Li met with teachers and parents about teacher shortages. Interesting discussion Cat & Kara.

**MOTION:** That the P&C pay for air conditioning in the hall - \$50,000 quote. Completed at last meeting. Motion put forward by: Kara Gabbett, Second by Chiara Cenati

Air condition has already been installed.

**MOTION:** That the P&C pay for \$10,000 per year to create assistance funds for students in need. Amount to be assessed at each AGM. Teachers and school to monitor the kids who could benefit from these funds.

Motion put forward by: Tracy, Second by Sally Steele

**MOTION** P&C provides \$2445 for the music program to get music folder pigeonholes.

Put forward: Kara Gabbett/ Andy – to be reviewed.

**MOTION** That the P&C provide \$695 for 15 "Vocal Ensemble" shirts (of various sizes) for the school choir. These will be kept and reused by the choir for various performances. Students may purchase their own.

Put forward: Kara Gabbett, Second by Kate Wake

Previously passed motion for \$5000 originally allocated to wellbeing/uniforms to be used to subsidize Y7 camp's costs to make it more affordable (costs of transports Bus+Ferry have increased greatly).

Motion passed unanimously

The shift to using the P&C Federation affiliate emails and document storage is progressing slowly as extremely time consuming.

Current process is for all incoming mail to go to [pandc.bghs@gmail.com](mailto:pandc.bghs@gmail.com) from where it will be forwarded to the appropriate office bearer.

<a href="mailto:burwoodgirlshighschool@pandcaffiliate.org.au">burwoodgirlshighschool@pandcaffiliate.org.au</a>	Chiara
<a href="mailto:BurwoodGirlsHighSchool-pres@pandcaffiliate.org.au">BurwoodGirlsHighSchool-pres@pandcaffiliate.org.au</a>	Kara
<a href="mailto:burwoodgirlshighschool-vp1@pandcaffiliate.org.au">burwoodgirlshighschool-vp1@pandcaffiliate.org.au</a>	KT
<a href="mailto:BurwoodGirlsHighSchool-vp2@pandcaffiliate.org.au">BurwoodGirlsHighSchool-vp2@pandcaffiliate.org.au</a>	Marnie
<a href="mailto:BurwoodGirlsHighSchool-treas@pandcaffiliate.org.au">BurwoodGirlsHighSchool-treas@pandcaffiliate.org.au</a>	Peter

### **Parents Survey – Julia – presentation on web page**

#### **Y7 overview**

- students settling really well
- Bullying – very few issues even after Y7 camp
- Diary – not successful – maybe teacher to run a lesson on how to use it
- Communication – good results
- Report – efforts and grades most helpful
- Social wellbeing – peers' relationship – Camps are extremely important
- Uniform – very satisfied even for Y8-9-10

### **Treasurer's Report - Peter + Tracy**

**Tracy:** moved to Xero, currently on Tracy's account. Xero reports very detailed, no need to use an auditor, every transaction is recorded with an invoice attached.

**Peter:** prepared a cumulative report instead on Monthly in line with school year.

\$197.000 end of this financial year

\$279.000 at the end of last financial year

No much funding coming in due to Covid, no grants.

### **Adoption of minutes from previous GM (GM 17th August 2022 - on website) -**

Minutes passed: Marnie; seconded by Tracy

### **General Business**

Grants Committee – nothing to report

### **Actions arising from previous meeting**

- P&C Square used for BNO + Dance Showcase – very handy and necessary for future events. School investigated and can't be linked to School's Bank account. Few options worth considering. Rianti's donated iPad will soon no longer be supported by the Square's app system.

#### **Action:**

- students to open a bank account TBC if possible
- P&C to open a second bank account to be used only for square payments TBC.

- Natalie contacted Jason at Lowes. The DoE is expecting to take over the uniforms' procurement, however process is very slow. They are currently extending the contract with Lowes for next 2 years, long-term plan is unknown. The school to implement awareness of fast fashion, Re-use/repair and encourage the purchase of school uniforms items from alternative suppliers.

**Action:**

- School to promote second hand uniform sales more frequently and possibly to revise prices. More calls for donations are required throughout the year.  
New parents to be informed about second hands uniforms and variety of options.  
Second hand stall to be organized for orientation day.  
Wellbeing office encourage families to come forward if they need uniforms as Lowes cards can be donated.
- Consent Talk with Ashfield Boys – Webinar is on next Monday and link will be forwarded. The Canterbury Boys contact unfortunately didn't lead to a positive outcome.
- Bathroom facilities: it seems some toilets are "preferred" than others. Soap is refilled regularly, and cleaners are doing a good job.

**8. Other business:**

Trivia Night - Carolyn B.

- Date is 26<sup>th</sup> of November
- 3 tables sold – 30\$ a ticket
- Paella + vegetarian option
- 80's theme
- Invitation open to anyone
- Tables arrangement – Julia is the contact
- Lights and music – from external provider
- Donations to be stored in the main office
- Teachers to be invited

**For the November's meeting:**

That the P&C support the sun safety of students by purchasing a Sun squirt Kiosk for \$2300". Julia to provide details.

That the P&C support the purchase of a new set of costumes for the dance program. Details to be provided. Sally to pass a contact of a company closing down, with lots of costumes to sell. Details will be provided at the next meeting. Chiara/Melissa

**Meeting Closed: 20:50**

**Next Meeting: 19 November 2022**