

P&C Association Incorporated Minutes of P&C General Meeting held on 30 April 2024

Open	Meeting started at 7:00pm via Zoom
Attendance	Principal –Mr Mark Steed Deputy Principal – Ms Jessica Maakaroun Others as per attendance book.
Minute Taker	Rita Fung
Apologies	Tanya Russell, Jodie Jiang, Irene Li
Previous minutes	Copies of the minutes of the March 2024 meeting were presented & confirmed as true & correct. Motion carried: 1 st Rita Fung 2 nd Anitha Subramanian
Business arising from previous meeting	<ul style="list-style-type: none"> • Investment prioritisation list for targeted fundraising to be drafted <ul style="list-style-type: none"> ○ Sensory play space is the top of the list (\$145k budgeted, partially funded by CBP (\$80K pitched) and ~\$70k to be raised up until August 2025) ○ Electronic sign on Forest Road for outward \$30k ○ Aircon roll-out ○ Committee agreed that the above items will be captured as a running list and assess priority regularly, noting that projects will be prioritised based on equity and reach (no. of beneficiaries)
Principal's Report	<ul style="list-style-type: none"> • External validation underway – Schools are assessed against the school excellence framework of 14 elements. The external panel will be reviewing the evidence and self-assessment of HPS against the framework in May. • Mothers' day – <ul style="list-style-type: none"> ○ Provide flyer to give an idea of what can be purchased for \$1, \$2 and \$5 ○ Jess to organise the timetable ○ Seek 10 volunteers per day • P&C as Community rep on recruitment panels - AP support unit role recruitment followed by Admin Manager role; AS confirmed involvement
Deputy Report	<ul style="list-style-type: none"> • Semester 1 reports will be sent home at the end of term 2. • Staff will have a collaboration day this week
President's Report	<ul style="list-style-type: none"> • Formally acknowledge Hidy Li's resignation as Treasurer. Role is now vacant



	<ul style="list-style-type: none"> AS to send some draft messaging to JM re role vacancy for inclusion in next newsletter Will seek volunteers informally and also via the newsletter
Treasurer's Report	<ul style="list-style-type: none"> N/A
General Business	<ul style="list-style-type: none"> N/A
Next Meeting	<ul style="list-style-type: none"> Tuesday 4 June 2024

Participants (6)



Rita Fung (Me)



Jessica Maakaroun (Host)



Mark Steed



A Subramanian



Shirley Lam



Sophie

