

P&C Association Incorporated Minutes of P&C General Meeting held on 19 November 2024

Open	Meeting started at 7:00pm via Zoom
Attendance	Principal- Mark Steed Deputy Principal – Ms Jessica Maakaroun A Subramanian, Tanya Russell, Irene Li, Jodie Jiang, , Rita Fung, Chris Bloxham, Xiang Cao,
Minute Taker	Jodie Jiang
Apologies	Tanzeena Ali
Previous minutes	Copies of the minutes of the October 2024 meeting were presented & confirmed as true & correct.
Business arising from previous meeting	<ul style="list-style-type: none"> • K-2 homework survey feedback was discussed - it was agreed that the K-2 homework format will be revised commencing 2025. • P&C mailbox is not working effectively - mails being received were automatically re-routed to different conversations / folders. P&C Exec team will review the current mail system and consider moving to a new mail system in the 2025 year. • Action from Sept meeting re: a P&C “class parent” who acts as conduit between class parents and the P&C for greater engagement was discussed - generally supportive and a draft model to be presented by HPS team.
Principal’s Report	<p>Mark Steed :</p> <ul style="list-style-type: none"> • Acknowledgement of 2024 P&C team’s contribution. • HPS Spectacular – was a huge success with great participation approx. 600-700 parents/ grandparents presented on the concerts. Feedback from parents, teachers and students was unanimously positive. Some great ideas for improvement / addressing next year were also identified - including moving some of the stages to undercover, providing hot food catering, and also making the performance schedule available to parents ahead of the event. • Upcoming community event - Sing-along. • NAPLAN Check-in Results – Both Reading and Numeracy results are above State and SSSG percentages in all years. HPS overall percentages for check-in from 2023-2024 had decreased.

Deputy Report	<p>Jessica:</p> <ul style="list-style-type: none"> • Canteen survey – Discuss the survey outcome. The survey highlights several key issues about the service provided by current canteen. E.g Strong response rate, mixed feedback, with feedback indicating high prices, small portion size, opportunity to provide healthier and more nutritious options, limited variety and opportunity to improve quality of food. Based on the feedback, the school canteen will be put to tender – Mark and the team will work on the tender process. • P&C contribution to end of year Teacher's luncheon - P&C have endorsed \$3,000 towards the staff luncheon. <p>Tanya:</p> <p>Year 6 Camp – has been organised on 25 November.</p> <p>Year 6 Graduation/farewell – underway.</p>
President's Report	<ul style="list-style-type: none"> • P&C endorse and support a licensed canteen (in response to Jessica's update on previously canteen). • The P&C President confirms the amendments to be made to the P&C Account No 062421 10640465 as follows: Remove individuals Siu Kim Budiman and Chuyon Lee as signatories of the account and Add Tanzeena Ali as signatory of the account.
Treasurer's Report	<ul style="list-style-type: none"> • No significant updates.
General Business	<ul style="list-style-type: none"> • Irene Li raised a matter of a community business desiring to donate a piano however this donation was declined by the school administration. Mark and Jessica have agreed to visit the shop and assess. • Rita Fung - raised potential need to look at alternative for suppliers for school uniforms. Mark confirmed this would need to be run by the broader community and / or the P&C as HPS is not involved in school uniform supplier contracts. • Chris Bloxham - raised an idea for having a portal for signing permissions using electronic signatures- Tanya confirmed that this is on the agenda for a roll-out in 2025
Next Meeting	Tuesday 11 Feb 2025