



Cherrybrook Technology High School Parents and Citizens Association

GENERAL MEETING MINUTES

Tuesday 28th November 2023 7:30pm.

Meeting opened 7.45pm

Welcome: Gary Johnson

A brief overview about the SWOT and how it helps the school.

Present:

As per sign on book

Apologies:

Rebecca, Kavita

CTHS – SWOT ANALYSIS 2023

Committee members participated in providing information for the SWOT analysis.

Adoption of previous minutes:

October minutes were not saved due to a technological issue.

Business Arising from Previous Minutes:

None

Correspondence In and Out:

Andrew Vaux – request for a P&C representative at the sports presentation day on Friday 8th at 9.30am

Principal's report: - Presented by Gary Johnson

30th and 31st January 2024 are the school SDD's.

Orientation Day

Great success. My sincere thanks to Vidit for his time and address to parents.

Canteen staff with book packs were very valuable.

Curriculum & Admin

It has been a remarkably busy term since our last meeting. Most of the highlights have been reported in Network.

Budget issues:

Cuts to per capita funding are in the order of thirty four percent. We will lose in excess of \$170,000.00. While the school can absorb this next year it will become problematic in the future. Overall budget has increased BUT the vast bulk of this is for salaries.

Staffing the school has proven to be problematic with resignations, staff taking extended leave, and promotions. Pleasingly, the vacant ESL position has been filled and the process for

filling the vacant library, Science and HSIE positions are underway. We have had an appointment into Mathematics to replace Jodi Johnson.

Following a very positive evaluation one of our major initiatives for next year will be the refinement and further implementation of the RIOT program, with the clear aim of increasing student resilience.

Monday Year 7 Literary festival / Year 11 GPs & Consent labs.

Year 7 Orientation Day took place today. P&C support greatly appreciated.

Christmas with the SRC – events all week beginning Monday 4 December.

Building program

The large screen for the Piazza area began installation yesterday. Will allow whole school assemblies / communication / slide montages etc.

The new STEM building is on target and should be handed over early in 2024.

Umbrellas to cover the seating for the Piazza area is in the process of being organised.

The playground development should commence in the last week of term.

Future Directions

The school senior executive met and looked at where we are heading in 2024 & beyond in the light of changed DoE structures and targets. Mr Clements to lead process. Where to from here session to follow? Focus on Teaching, learning, well-being, Technology and the school's physical environment. Parents to look at challenges, solutions and a vision for 2024 & beyond.

Year 11 into 12

Year 11 students are now heavily into their HSC course work with end of term assessments underway.

Year 10

Students will stay on at school until Thursday 14 December. Their final assembly will take place on Thursday 15 December during periods 1 & 2.

Years 7, 8 & 9

Each of these years is currently completing final assessment items and staff are heavily involved in the laborious task of preparing reports for each of these years.

Student numbers 2024

At the present moment the school is looking at an enrolment of approximately 2050 students. Year 7 will have approximately 310 students in 12 core classes.

Staffing

Martina Childs resignation

Sarah Kim resignation

Mel Rochford resignation

Alice Wu on 12 months leave

Felicity Cross on 12 months leave

Jodi Johnson promoted

Principal position in process of being filled. Thanks to Vidit & Rebecca Loch.

Important dates

- Presentation night Tuesday 5 December - to be livestreamed
- Sports Assembly Friday 8 December
- Presentation Assemblies for 7, 8 & 9 Wednesday 13 December

Other matters

- Final day of 2023 school year for students. School will effectively conclude for students at the end of period 3 on Friday the 15th of December. Details have been regularly posted in NETWORK
- Planning for 2024 is underway and timetable is nearing completion. However, ongoing adjustments will need to be made as new staff are appointed.
- The next meeting of the P&C, will be on 13 February 2024. Please note the two school development days at the year's beginning i.e. Tuesday 30 January and Wednesday 31 January.

Finally on behalf of the entire school can I thank all those loyal P&C reps that are finishing up tonight for their work over the past 6 or more years

I'd also like to take a moment to thank all of you and the entire parent body for being so supportive of the executive team and myself during 2023 and in fact me throughout my twenty-one years at CTHS. It has been a great privilege and I sincerely hope that I have left a positive legacy that will allow the school to continue to thrive

Treasurer's Report: - Kavita Leo

(attached)

Vidit raised the motion to approve the report, seconded by Daniel

Canteen Report: - Vidit Shankar

Bain marie issue – it is now working so we do not need to replace it right now.
Volunteers continue to be an issue. More staff are rostered on to cover the shortfall.
The request for volunteers went in the newsletter and will continue to go in here.
We received several parents respond at the year 6 orientation morning.
Canteen staff sold book packs today. There are 69 remaining.

Alumni report:

2003 reunion event.

Gary and Brett went. There was about 70-80 there.

They were very pleased with the event and Brett will ask for their advice on why it was so successful to pass on this information to other groups holding their reunions.

They really liked that it was held at school.

It was a fantastic night for all of them.

From this, we are trying to get people to help out on the alumni.

We have had a very keen ex-student from about 2021 that has come on board.

Hard drive on connecting our alumni through social media.

Federation Report:

None

General Business:

Second hand uniform options will be put in the newsletter to let parents know to bring to the scout hall to re-sell.

At the beginning of the year the school had a wish list of around \$110,000 and the parent contributions came in at around \$108,000.

Motion raised by Vedit to approve the payments as stands. Seconded by Daniel. No objections from the committee.

Meeting closed at 9.05pm

Next meeting: Tuesday 13th February 2024

CTHS P & C Assoc
Purchase Road
Cherrybrook NSW 2126

Balance Sheet

As of May 2023

Assets				
Current Assets				
Bank Accounts				
Westpac General Account	\$31,841.43			
Westpac Building Fund	\$298,931.12			
Westpac Grounds Maint Acct	\$120,042.22			
Total Bank Accounts		\$450,814.77		
Total Current Assets			\$450,814.77	
Total Assets				\$450,814.77
Liabilities				
Net Assets				\$450,814.77
Equity				
2011 Year Expense			(\$280.00)	
Retained Earnings			\$148,193.41	
Current Year Surplus/Deficit			\$51,030.69	
Historical Balancing			\$251,870.67	
Total Equity				\$450,814.77

Balance sheet report

CTHS P&C Association - Canteen

28-44 Purchase Road, Cherrybrook, NSW, 2126

02 9481 8410

Cash mode

31 May 2023

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	Total
	Asset
1-0001	Banking
1-1110	Bank Account Transactional Account 1,845.32
1-1130	Cash Float 300.00
1-1160	Westpac term Deposit 106,846.47
1-1170	P & C Canteen Transactional account 199,790.86
1-1180	Long Service Leave Accrual 7,397.70
	Total Banking 316,180.35
1-0002	Current Assets
1-1320	Year End Inventory Value 2,156.38
	Total Current Assets 2,156.38
1-0003	Fixed Assets
1310	Canteen Equipment 9,514.58
	Total Fixed Assets 9,514.58
1-1131	IC Mastercard prepay 300.00
1-1132	CP Mastercard prepay 300.00
	Total Asset 328,451.31
	Liability
2-0002	Current Liabilities
2-1800	Accounts payable -206.14
2-2000	Long service leave payable 7,416.27
2-2600	PAYG withholdings payable 4,721.88
2-3200	Superannuation payable 2,288.34
	Total Current Liabilities 14,220.35
	Total Liability 14,220.35
	Net Assets 314,230.96
	Equity
3-0001	Retained Earnings
3-1600	Retained earnings 203,116.54
	Total Retained Earnings 203,116.54
3-0002	Current Earnings
3-1800	Current year earnings 7,745.10
	Total Current Earnings 7,745.10
3-9999	Historical balancing 103,369.32
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Profit and loss report

CTHS P&C Association - Canteen

28-44 Purchase Road, Cherrybrook, NSW, 2126

02 9481 8410

Cash mode

01 Jan 2023 - 31 May 2023

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	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Total
Income						
4-1000 Canteen Sales	0.00	50,895.28	56,447.30	18,679.50	56,484.40	182,506.48
Total Income	0.00	50,895.28	56,447.30	18,679.50	56,484.40	182,506.48
Cost of Sales						
5-1005 Bakery	44.66	1,960.42	5,946.74	2,667.01	3,182.48	13,801.31
5-1010 Milk	3.95	1,640.14	3,696.12	862.90	1,888.09	8,091.20
5-1015 Drinks	106.95	2,762.21	6,993.95	1,966.24	2,513.07	14,342.42
5-1020 Dry Goods	48.00	1,030.74	2,691.02	964.78	2,644.23	7,378.77
5-1025 Frozen Goods	0.00	356.75	250.19	149.03	0.00	755.97
5-1030 Fruit & Veg	18.04	291.24	547.35	144.09	489.15	1,489.87
5-1035 Meats	22.65	3,693.85	11,814.41	3,659.86	5,869.34	25,060.11
5-1036 Sushi	0.00	654.50	1,293.38	244.75	882.75	3,075.38
5-1037 Vegetarian items	0.00	908.65	2,352.51	722.88	1,345.19	5,329.23
5-1040 Ice Cream	0.00	451.42	245.28	497.61	187.84	1,382.15
5-1041 Confectionary	0.00	116.92	80.17	61.55	40.21	298.85
5-1050 Misc - Canteen Supplies	15.00	5,621.66	0.00	5.50	0.00	5,642.16
5-1051 Condiments	33.50	429.22	516.06	168.29	323.73	1,470.80
5-1017 Dairy	0.00	558.60	825.25	322.56	673.50	2,379.91
Total Cost of Sales	292.75	20,476.32	37,252.43	12,437.05	20,039.58	90,498.13
Gross Profit	-292.75	30,418.96	19,194.87	6,242.45	36,444.82	92,008.35
Expense						
6-1300 Bank charges	551.73	123.00	896.39	978.74	359.44	2,909.30
6-2200 Printing & stationery	199.90	15.98	39.14	61.97	0.00	316.99
6-2700 Online Ordering	0.00	442.32	339.87	198.89	512.41	1,493.49
6-3000 Package Wrap	6.00	784.65	715.34	113.05	725.36	2,344.40
6-3100 Miscellaneous	2.00	533.51	20.35	88.22	213.18	857.26
6-3200 Cleaning supplies	18.97	112.70	24.58	15.50	28.27	200.02
6-4100 Canteen Equipment	0.00	41.52	13,582.57	0.00	123.25	13,747.34
6-5400 Superannuation expense	0.00	1,654.28	1,715.24	757.36	1,522.11	5,648.99
6-6200 Wages & salaries	0.00	15,755.00	16,335.55	7,212.84	14,496.21	53,799.60
6-6300 Provision of Employee Benefits	0.00	0.00	0.00	70.00	0.00	70.00
6-6600 Work cover insurance	0.00	0.00	310.24	0.00	310.24	620.48
6-9210 Equipment Repairs	0.00	0.00	2,461.80	0.00	0.00	2,461.80

	Total Expense	778.60	19,462.96	36,441.07	9,496.57	18,290.47	84,469.67
	Operating Profit	1,071.35	10,956.00	17,246.20	-3,254.12	18,154.35	7,538.68
	Other Income						
8-1200	Interest income	0.06	0.05	0.06	0.05	0.06	0.28
	Total Other Income	0.06	0.05	0.06	0.05	0.06	0.28
	Other Expense	0.00	0.00	0.00	0.00	0.00	0.00
	Net Profit	1,071.29	10,956.05	17,246.14	-3,254.07	18,154.41	7,538.96

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Cherrybrook NSW 2126

Profit & Loss Statement

January 2023 To May 2023

Income				
Building Fund Contributions			\$15,360.00	
General Fund Contributions			\$30,990.00	
Grounds & Maintenance Contrib			\$5,284.00	
P&C Membership			\$86.10	
Total Income				\$51,720.10
Total Cost Of Sales				\$0.00
Gross Profit				\$51,720.10
Expenses				
General Expenses				
Catering Expenses		\$182.11		
KLAs				
Student Learning Support		\$400.00		
P&C Costs				
P&C Admin Costs		\$107.30		
Total Expenses				\$689.41
Operating Profit				\$51,030.69
Total Other Income				\$0.00
Total Other Expenses				\$0.00
Net Profit/(Loss)				\$51,030.69