

**Campbell High School P&C Meeting Draft minutes**  
**13 August 2024, Campbell High Library and online, 5.30-6.30pm**

Agenda item	Discussion	Action/s
Acknowledgement of country		
Welcome and previous minutes -Apologies -Acceptance of minutes, including actions		Minutes accepted.
Principal's report	<p>Science week activities were positive.</p> <ul style="list-style-type: none"> <li>• Chief Scientist presentation to year 10</li> <li>• Several other activities organised by Ms Watts</li> </ul> <p>Book week</p> <ul style="list-style-type: none"> <li>• Book store fundraiser and a range of other activities planned</li> </ul> <p>Parent teacher interviews coming up.</p> <ul style="list-style-type: none"> <li>• PTO continue to be used for booking of parent interviews</li> <li>• CHS has made improvements this year to the process of issuing academic process/warning letters. A more centralised approach will be taken to avoid parents receiving more than one letter (where more than 1 subjects are concerned).</li> <li>• The new system will draw on data from mid-semester reporting. These data are considered</li> </ul>	P& C promote, via Facebook, the school review's open session for school community: Thursday 5 September (Complete)

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	<p>collectively by Principal Manders and Deputy Principal Mantinaos. Letters will be issued to children receiving Ds or below, they may also be issued to other children where there has been a sustained worsening of academic results.</p> <ul style="list-style-type: none"> <li>• Some parents noted that they had been surprised at a worsening of grade/s when the academic report was provided and would have expected to have had some earlier communication with the classroom teacher.</li> <li>• The Principal reiterated that if parents are ever concerned they should contact the school. The classroom teacher or contact teacher are a good first point of contact. Faculty head, Deputy Principals (John M or J Nott) and Principal can also be contacted depending on the nature of the concern.</li> </ul> <p>3 new policies and procedures</p> <ul style="list-style-type: none"> <li>• Assessment and reporting policy, and wellbeing.</li> <li>• Further communication on these to follow in newsletter.</li> </ul> <p>School satisfaction survey</p> <ul style="list-style-type: none"> <li>• This is an extremely important source of data for the school. Data received from parents and students.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Response rates have been increasing over time, which is excellent. The response rate for the last survey was approx. 50%.</li> </ul> <p>External school review occurs every 5 years- next review is September 4-6.</p> <ul style="list-style-type: none"> <li>• The review is conducted by validators which will seek evidence of strategic and school improvement from students, staff and the school community. The findings will inform the school's new 5-year strategic plan.</li> </ul>	
<p>P&amp;C thematic discussion: extracurricular activities</p>	<p>CHS acknowledges the importance of both the arts and sports.</p> <p>The school calendar (on website) is the best place for parents to find out what activities are available.</p> <p>A key barrier to offering after school hour activities is teacher supervision.</p> <p>The musical this year was a great success, however this required two extra consultants to supervise and work with children out-of-hours.</p> <p>Next year CHS plans to do a traditional play to encourage greater participation.</p> <p>The Principal outlined a range of activities available, including:</p> <ul style="list-style-type: none"> <li>• Maths competitions-lots of Olympiads</li> <li>• Advanced PE fitness, including gym opening at lunch times</li> </ul>	<p>P&amp;C (Sally) to highlight extent of activities available on calendar in next newsletter. Also remind parents that they can help with any activities they are interested in. Please contact CHS to discuss an idea.</p>

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	<ul style="list-style-type: none"> <li>• Science presentations at feeder primary schools</li> <li>• Australian history competition</li> <li>• Community sport- beach, volleyball, waterpolo, beach</li> <li>• CLASSIC and CSL program- athletics coaching (elective)</li> <li>• Outdoor education, including coast camps, bushwalking</li> <li>• Clubs, including homework club, sustainability club, games club, textile group, language and culture club, technology club.</li> <li>• Defence family and student mentoring and activities.</li> <li>• Library activities</li> </ul> <p>The school is open to new ideas and parents and carers can assist where needed in extra-curricular activities. Any interested parents should contact the school.</p> <p>The school is not concerned about student participation in extra-curricular activities. There has been good uptake by students since COVID-19.</p>	
<p>Other business</p> <p>- Draft amendments to constitution</p>	<p><b>Draft amendments to constitution</b></p> <p>Updates to Constitution are progressing with the revised constitution to be considered at next meeting. An email to the school community outlining the changes will be sent shortly.</p>	<p>P&amp;C (Stephen) to email amendments to constitution to the school community (complete)</p> <p>P&amp;C (Rachael) to lead small working group to assist John</p>

<b>Agenda item</b>	<b>Discussion</b>	<b>Action/s</b>
<p>-Campbell 60th birthday celebration</p> <p>-P&amp;C President &amp; Treasurer report</p> <p>-ACT Council of P&amp;C's representative report</p> <p>-P&amp;C representative board report (TBC)</p>	<p><b>60<sup>th</sup> planning</b></p> <p>John Mantinaos leading this work and currently considering optimal timing for event</p> <p>Term 1 2025 is preferable.</p> <p>Next step is to seek input from school community.</p> <p>P&amp;C (Rachael) to lead small working group to assist John Mantinaos.</p> <p><b>P&amp;C President &amp; Treasurer report</b></p> <p>In week 5 the relevant committee members are meeting to change P&amp;C signatories at bank.</p> <p>Insurance paid</p> <p>No ACT Council of P&amp;C's representative report</p> <p><b>Year 10 graduation and formal</b></p> <p>Year 10 formal Week 8 Term 4. CHS would like to make more formal this year.</p> <p>P&amp;C award to be discussed to avoid overlap with school awards.</p> <p>CHS have got some vouchers to align with awards (6 companies).</p> <p>P&amp;C member to circulate information about charity shops with formal clothes</p> <p><b>P&amp;C rep board report</b></p> <p>School board will be sending out voluntary contributions to families week 4. Contributions are anonymous.</p>	<p>Mantinaos on planning and activities related to 60<sup>th</sup> birthday.</p> <p>P&amp;C President to contact parent board reps regarding P&amp;C representation.</p> <p>P&amp;C member to circulate information about charity shops with formal clothes (complete on facebook)</p>

<b>Agenda item</b>	<b>Discussion</b>	<b>Action/s</b>
	Jennifer to contact parent representatives on board to seek P&C representative.	
Next meeting	Week 8 Tuesday 10 September	P& C Committee to also hold a special resolution meeting on the constitution, immediately after the P&C meeting.

**Summary of action items:**

No.	Action	Lead	Meeting date	Complete
1	Jennifer contact parent board reps	Jennifer	13/8	
2	P&C to promote extracurricular activities written in school calendar. Also remind parents that they can help with any activities they are interested in. Please contact CHS to discuss an idea.	Sally s	13/8	
3	P&C (Rachael) to email John Mantinaos to see want assistance he requires re planning and activities related to 60th birthday. Rachael to lead small working group	Rachael	13/8	
4	CHS to add flyer to enrolment/induction packs later in year ( not due till Term 4)	Jennifer	22/5	
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