



MINUTES

Chisholm Community Group
CCG AGM and General Meeting
Tuesday 12th February 2019
7.00pm – Staff Room

2018 Executive Committee: **President** – Bec Monaghan
 Secretary – Andrea Deters
 Assistant Secretary – Alana Schroder
Treasurer – Catherine Ashton
 Assistant Treasurer – Melinda Nagle
Event Coordinator – Sarah Kitching
Fundraising Coordinator – Bec Monaghan
Social Media – Nic Kennedy

Principal: Michael Mifsud
Assistant Principal: Andrew Emanuel

Attendees: Michael Mifsud, Andrew Emmanuel, Sarah Kitching, Melinda Nagle, Amy Hague, Catherine Ashton, Shiela Lowe-Bradford, Nicole Kennedy, Bec Monaghan & Andrea Deters.

1. **Opening Prayer** – Andrew Emanuel ‘Beginnings’
2. **Principals report – Michael Mifsud**
 - *Fantastic new renovated learning spaces being enjoyed by teachers and students*
 - *Parents will have an opportunity in the near future to visit learning spaces and share in their children’s learning*
 - *There have been some glitches in the air conditioning system which was serviced during the holidays. The children are being relocated to cooler spaces as required. The air con parts are on their way and maintenance is being undertaken. Lunches are being brought inside on hot days.*
 - *The many new staff are settling in well. Thirteen including TA’s. Extremely passionate and dedicated and positive!*
 - *Great start to the year! Plenty of exciting things happening this year!*
 - *Thanks to the 2018 CCG for their hard work and dedication and especially to Rebecca for her commitment to her role as president.*
3. **2018 Committee Reports –**
 - *President – Bec: Last year was a great year will lots of successful events.*
 - *Treasurer – Catherine: Was of great benefit to have an assistant treasurer to share the role and workload. Some cost effective measures were implemented for the fair last year. This worked better in some areas than others. Catherine and Mel will look at the pros and cons of banking with Bendigo or Commonwealth.*
 - *Events co-ordinator – Sarah: the Mother’s day stall went well. New events will be looked at for 2019*

4. **2019 Executive Committee Election** – Andrew Emanuel

After much discussion about the Draft Constitution and Executive Committee and sub-Committee roles the Committee agreed the Executive roles will be:

President, Vice President, Secretary. Additional roles will form the Committee and Sub-committee.

The draft constitution requires that terms of office for all office bearers shall not exceed three (3) consecutive years in anyone position. This will affect some members of the committee who have held executive roles for more than three years.

All positions of the CCG Executive were declared open and available for nomination.

In the event that there isn't a nomination for a position it will be left open and a notice will be put out via social media seeking expressions of interest.

President: Amy Hague.

Nominated by Nicole Kennedy. Amy accepted. Seconded by Mel Nagle.

Vice President: Sarah Kitching.

Nominated by Bec Monaghan. Sarah accepted. Seconded by Shiela Lowe-Bradford.

Secretary: Andrea Deters.

Nominated by Nicole Kennedy. Andrea accepted. Seconded by Catherine.

2019 Executive Committee:

President – Amy Hague

Vice President – Sarah Kitching

Secretary – Andrea Deters

Treasurer – Catherine Ashton

Committee roles

Assistant Treasurer: Sheila Lowe-Bradford. *Nominated by Sarah kitching. Sheila accepted. Seconded by Catherine Ashton.*

Assistant Treasurer: Melinda Nagle. *Nominated by Nicole Kennedy. Mel accepted. Seconded by Bec Monaghan.*

Social media : Nicole Kennedy. *Nominated by Bec Monaghan. Nicole accepted. Seconded by Sheila Lowe-Bradford.*

Community Events Coordinator: Sarah Kitching. *Nominated by Andrea Deters. Sarah accepted. Seconded by Bec Monaghan.*

Assistant Community Events Coordinator: Rebecca Monaghan. *Nominated by Andrea Deters. Bec accepted. Seconded by Nicole Kennedy.*

The position of fundraising co-ordinator was dissolved and seen to be best dealt with under the umbrella of events.

Parents Representative Council School representatives:

First rep – Andrea Deters.

Second rep – Amy Hague.

5. General Business

5.1 **Update of Constitution and CCG Committee roles document.**

Andrea suggested we update the Chisholm Community group Executive role descriptions document in accordance with the changes discussed at the AGM and to encompass the Executive committee roles outlined in the Draft Constitution. It was also suggested that the Draft Standard Constitution for Parents and Friends document be filled in and adopted at a special meeting at a later date.

5.2 **Matters arising from Previous minutes:**

- *Michael advised the CCG Pilgrimage will go ahead this year.*
- *A CCG flyer didn't end up being put together for the kindy parents or families of the school. It was suggested this was still a good idea.*
- *The massage voucher prize for helping with the fair was never given out. The winner was Rachelle Wilkins. Bec advised she had not had any luck getting in touch with Rachelle as she had not had received a response to her facebook request. Bec advised there are actually two massage vouchers for prizes. Andrea will make contact with Rachelle.*
- *The opportunity for learning strings will be happening in the near future. String instruments are being purchased for this. Phil Rooke will be teaching this initially.*

5.3 **Welcome kindergarten bbq – Group Discussion**

Andrew advised the bbq has been checked by Charlie. Sandra is organising the catering for 250. Any leftovers sausages can be stored in the canteen. Nothing was leftover from last year.

Sausages and poppers will be served. Michael has organised a jumping castle. Helpers will be required cooking the bbq and serving from the canteen.

Andrew will talk to Sandra about handing out Zooper doopers at the end of the evening.

The group discussed helpers for the afternoon and a start time for the bbq. Nicole will put a post on the facebook page asking for helpers.

5.4 **First Community Event for Term 1 – Group Discussion**

The group discussed a school disco for the term 1 welcome event.

5.5 **2019 events**

Michael suggested we all meet next week to brainstorm and plan events for 2019. In the meantime Amy will create Google docs. Everyone to message Amy their Gmail details. This Year is the 25th Anniversary of Chisholm Catholic Primary. A special event will be held.

5.6 **2019 CCG Meeting Dates – Michael**

Meetings will be held Tuesdays Week 4 and Week 8 of each term.

5.7 **Parent Grade Meetings, Learning about learning & Catholic Schools week**

Next week the parent grade meetings will occur. It is a different format to previous years. The Grade team will present information to all parents and carers of the grade who wish to attend. It is designed for parents and carers only. There will be opportunity for general Q & A at the end. Any personal matters should be dealt with individually at a later time. At the information sessions the best method to make contact will be discussed. Parent grade meetings will be held in the class and grade learning spaces. A learning about learning workshop will be held in week 6 in

alignment with Catholic Schools Week. Families will also get the opportunity to come into school and witness a literacy, numeracy or coding/sport/ music block for each grade.

5.8 Communal eating and returning lunch boxes to school bags

The children are eating together at lunch and it appears to be working well for containing and managing rubbish. Following on from our discussions last year large containers will be purchased shortly for each grade to deposit their lunch boxes and containers in at the end of recess and lunch. It's hoped this will encourage the use of reusable packaging in the children's lunch boxes each day and reduce the disposable waste.

5.9 CCG walkaround open learning spaces –

The group had the opportunity to visit the Year 1, Year 2, Year 3 and Year 6 open learning spaces and see first hand how these spaces had been transformed.

6. Close of Meeting