



MINUTES

Chisholm Community Group
CCG General Meeting
Tuesday 19th March 2019
7.00pm – Staff Room

2019 Executive Committee:

President – Amy Hague
Vice president – Sarah Kitching
Secretary – Andrea Deters
Assistant Secretary – Sheila Lowe-Bradford
Treasurer – Catherine Ashton
Assistant Treasurer – Melinda Nagle
Event Coordinator – Sarah Kitching
Assistant events Coordinator – Bec Monaghan
Social Media – Amy Hague & Bec Monaghan

Principal: Michael Mifsud
Assistant Principal: Andrew Emanuel

Attendees: Michael Mifsud, Andrew Emmanuel, Amy Hague, Alison Lapplainen & Andrea Deters.

1. **Opening Prayer** – Andrew Emanuel ‘Welcome’
2. **Adoption of Minutes of Previous Meeting** –
Moved by Amy Hague, Seconded by Andrea Deters

“That the minutes of the meeting of the Chisholm Community Group AGM and General Meeting held on Tuesday 12th February 2019 be adopted as a true and correct record.”

3. **Matters arising from Previous minutes**
The Chisholm Community Group meeting minutes will be made available on the school website. A new folder titled parents and carers will be created under the heading community.
4. **Principals report – Michael Mifsud**
 - *Catholic Schools week was a big success and enjoyed by many;*
 - *Learning about learning was well attended;*
 - *The open information session for new parents on the Wednesday was also well attended and the evening time proved popular;*
 - *The cross country carnival went well, The younger children enjoyed the opportunity to participate ;*
 - *An auditor attended the school recently to conduct an equity audit to determine the equitable distribution of funds across the Diocese;*
 - *Approximately 65 Principals from schools within the Diocese will be attending the school next week for the Principals association meeting;*
 - *This year is the 25th Anniversary of Chisholm. Celebrations will be held on the 31st May this year. The Bishop along with our two Parish Priests will be celebrating an open air mass here at the school as well as other events;*
 - *Each grade is having a planning day to enable forward planning of their learning.*

5. PRC Meeting review -

Amy and Andrea attended the recent Parramatta Representative Council Annual General meeting and general meeting at St Patricks Blacktown. The meeting included a presentation titled "Dealing with Child anxiety" by Anoushka Houseman the wellbeing Co-ordinator for the Catholic Education Diocese of Parramatta. Consideration is being given to an evening workshop at school. Michael will liaise with Monique the school Counsellor.

6. Treasurers report

A treasurers report will be given at future meetings as required by the draft Constitution. New forms will be introduced for reimbursement.

A new form will be developed for pre-approval of spending funds by committee members. The school has a form that may be useful as a template.

7. School welcome disco –

Cups will need to be purchased for water and the Mcdonalds container needs to be ordered. Tea and coffee and cold drinks will be sold.

Glow sticks will not be sold.

Two different coloured tickets will be used for prepaid and on the night paying.

Bop till you drop are doing the disco.

8. CCG money collection –

Money collection from the office will be undertaken by the executive committee members only. The school will store money but will not undertake any counting.

9. CCG Bulletin Board –

Amy advised information will be up on the bulletin board shortly.

10. Playground –

Our lady of Lourdes have just installed a traditional style playground and may be a useful source of information. The group discussed the idea of equipment that develops gross motor skills or is integrated with learning. Storytelling chairs, an outdoor stage and garden musical instruments were discussed. Further investigations is required.

11. Lunchtime Sporting equipment –

A roster is in place for use of the current sporting equipment available to the children for play with at lunch times. There is a roster for the use of footballs to ensure a safe number of balls are being used on the oval each day.

12. Athon –

The group discussed various ideas:

Colour run, Walk on the wild side – jungle\safari\animal, Walking on sunshine, Bee healthy and walk – insect, A walk down memory lane – characters from history, Walk like an Egyptian, Hollywood walk of fame, Walk on water – aquatic, Walk the plank – pirate.

More investigation and discussion is required.

13. Mother's day –

Gifts have been purchased and have arrived.

Feedback last year suggested Mothers would like a bbq breakfast similar to the fathers day event. A request for helpers will be put out shortly for dad helpers on the bbq, serving food and tea and coffee in the canteen. There will be a liturgy following breakfast.

14. Trivia night –

Consideration is being given to an adults only trivia night for term 2 or 3.

15. 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.

16. Social Media role –

Amy and Bec will carry out the social media role.

17. Close of Meeting