



# JAMES COOK BOYS TECHNOLOGY HIGH SCHOOL

## Parents and Citizens Annual General Meeting

**DATE:** Wednesday 21 February 2024

**VENUE:** JCBTHS Admin Building

**MEETING OPEN:** 6.08 pm

**MEETING CLOSE:** 8.30 pm

**CHAIR:** Irene Omeros

**MINUTES:** Irene Omeros

**PRESENT:** Mark Marciniak (Principal), Irene Omeros, Peter Omeros, Tracy Everson, Mary Jordan, Diane Mouhanna, Belinda Hocking, Iwona Udigwe, Donabel Tungul

ZOOM attendance: Jim Mallios (Deputy Principal)

**APOLOGIES:** Helen Gray, Teresa Ryan-Teager, Kylie Pamikat, Carmenita Green

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## **WELCOME TO 2024 ANNUAL GENERAL MEETING**

### **INTRODUCTION OF CURRENT OFFICE BEARERS**

**PREVIOUS MINUTES** accepted by Irene Omeros, seconded by Peter Omeros

### **TREASURER'S REPORT:**

- Audited Financial Statements prepared by Costas Petrides, Chartered Accountant, for the year ended 31 December 2023 presented and reviewed by all P&C members present. Profit for the year, after expenses, is \$2,840.04. Audited Financial Statements accepted and approved for signing by office bearers, Irene Omeros (President) and Peter Omeros (Treasurer). The Financial Statements are to be returned to the Auditor for signing by him.
- The Auditor's fees are \$429.00 as previously approved.
- Since our last meeting:
  - Funds received into the P&C bank account:
    - Return & Earn donations totalling \$92.10
- The current bank balance is \$13,336.92
- A cheque was drawn today payable to the school for \$1,268.10 as a donation for the 2023 Presentation Day prizes.
- An invoice has been raised for P&C Contributions from the school for Term 4, 2023 for \$1,270.00 and will shortly be received into the P&C bank account.
- Following presentation of the cheque drawn and receipt of P&C Contributions the bank account balance will return to approximately the same.

**SECRETARY'S REPORT:** Nil

**VICE PRESIDENT'S REPORT:** Nil

**PRESIDENT'S REPORT:**

- Welcome to all attendees this evening and thank you for coming. A special thank you to our Year 7 parent for coming along tonight and I hope that your son's journey at James Cook Boys Technology High School is enjoyable.
- If you have any queries please do not hesitate to contact the P&C. Our email address is on the School's P&C website page. The P&C also has a WhatsApp group which any interested persons can join.
- 2023 was a successful fundraising year for the P&C. We hosted a Bunnings BBQ at Rockdale, Mother's Day and Father's Day stalls and fundraised with Bite Size FUN'raising biscuits.
- Return & Earn fundraising has been steady. A total of \$403.70 was raised in 2023 including the container refunds from the 2 Return & Earn bins at the school.
- I would like to thank our dedicated P&C committee and P&C members for their valued contributions and support over the last year to achieve all that we have accomplished.

**ANNUAL REPORT:**

2023 Annual Report presented by President and reviewed by all P&C members present.

**ELECTION OF OFFICE BEARERS:**

- All positions declared vacant.
- The P&C's By-Laws provide for a maximum term of 4 years in the same role.
- Nominations received and office bearers elected:
  - President:** Irene Omeros – nominated for re-election by Tracy Everson and seconded by Diane Mouhanna – accepted.
  - Vice President 1:** Tracy Everson – nominated for re-election by Irene Omeros and seconded by Belinda Hocking – accepted.
  - Vice President 2:** Helen Gray – nominated for re-election by Irene Omeros and seconded by Mary Jordan – accepted via WhatsApp chat.
  - Treasurer:** Peter Omeros – nominated for re-election by Mary Jordan and seconded by Irene Omeros – accepted.
  - Secretary:** Mary Jordan – nominated for re-election by Irene Omeros and seconded by Peter Omeros – accepted.
- Congratulations to the new executive committee for 2024.

**MEMBERS AND COLLECTION OF MEMBERSHIP FEES:**

Members' names and contact details recorded in the 2024 Members Register and each member paid a membership fee of \$1.00. Receipts issued.

**APPOINTMENT OF AUDITOR:**

RESOLVED to re-engage the existing auditor, Costas Petrides, for the auditing of the accounts for the year ending 31 December 2024. The auditor advised that his fee will remain the same i.e. \$429.00 for the 2024 year and P&C members accept the quoted fee.

**BANK AUTHORITIES & SIGNATORIES:**

RESOLVED the following in respect of the Westpac Banking Corporation Main Operating Account BSB 032-158 Account No. 297 779:

- The existing signatories to the P&C bank account are:
  - Irene Omeros, Peter Omeros, Tracy Everson, Helen Gray and Mary Jordan
- The 2024 P&C executive committee are all existing signatories on the P&C bank account and therefore no signatory changes are required.
- No change to the P&C bank account administrator.

**P&C RECORD UPDATING AND LODGEMENT OF AUDITED ACCOUNTS:**

President to attend to the following:

- NSW P&C Federation – updating records for the 2024 committee and lodgement of the 2023 fully signed audited financial statements.
- ACNC records – no changes to the responsible persons of the charity or roles. The 2023 Annual Report requires lodgement. The Annual Information Statement, which includes details and a copy of the 2023 fully signed audited financial statements, needs to be lodged on or before 30 June 2024.
- ABN Register – no changes to the Associate recorded for the P&C's ABN or other details.

**CONCLUSION** of Annual General Meeting at 6.29 pm.

**GENERAL MEETING**

**GUEST SPEAKER:** Nil

**PRINCIPAL'S REPORT:****New Staff**

- Tom Naseby HT Special and Inclusive Education
- Heba Eloss Food Tech (Perm)
- Mira Mourad English (Temp)
- Lejla Bukvic English (Temp)
- Emily Chow English (Temp)
- Zeinab Rammal HSIE (Temp)
- Cassandra Piper HSIE (Temp)
- Jim Metcalf HSIE (Temp)
- James Goh Maths (Temp)
- Lee Dang Science (Temp)

**Staff Who Have Left**

- Mr Dawood Maths – transfer
- Ms Diwaker Science – retirement

**Student Enrolment Numbers 2024**

- Year 7 - 95
- Year 8 - 82
- Year 9 - 95
- Year 10 - 88
- Year 11 - 64
- Year 12 – 45
- Inclusive and Support class – 16
- **Total – 485**
- 2023 total enrolment at the commencement of the year - 414

**Overview of Term 1 Activities**

- Week 4 – Cooling School Tree planting, Yr 11 assessment video
- Week 5 – Yr 7 meet the teacher, Yr 9 Camp, Zone swimming, Yr 11 assessment video Q&A
- Week 6 – Open Evening, Yr 10 vaccinations
- Week 7 – Yr 7 camp, NAPLAN Yr7 & 9 starts
- Week 8
- Week 9 – Athletics carnival, Easter Morning Tea
- Week 10 – Iftar community dinner
- Week 11 – School cross country

### JCBTHS and MGHS Consultation

- Thank you to all the parents who completed the surveys and the online meeting with department representatives to gauge community response toward the proposal to possibly combine the two schools to make them a coeducational facility.
- I have been informed that most of the data has been collected and that an initial report may be released later this term.
- In the meantime, JCBTHS and MGHS have been liaising to provide students with broader curriculum opportunities across the two school. This year we are jointly running:
  - Year 11 Extension English, EAL/D at MGHS
  - Year 11 Physics at JCBTHS
- Although the number of students in each of the classes from each school are relatively small it is a positive step in the right direction to provide opportunities for the two schools to work together.

### Presentation on the “Our Plan for NSW Public Education”

See booklet of the department’s new plan.

### JCBTHS 2024

Discussed JCBTHS’ current school plan and how it aligns to the department’s new plan.



The main areas of focus will continue to be Literacy, Numeracy, Attendance, HSC uplift and the new focus area/target in accordance with new department’s plan will include Post School pathways.

### Positive Learning Story

Congratulations to Ehab Gerges who was one of only two successful applicants in NSW for a \$10,000 university grant to undertake studies in Science Technology Engineering and Mathematics (STEM). Mr Gerges is already an innovative and passionate leader of STEM in the school and across the state of NSW. This additional opportunity to formally study the teaching of STEM will consolidate and extend his knowledge and will have a significant impact on student learning of STEM at JCBTHS.

**DEPUTY PRINCIPAL’S REPORT:** Nil

### BUSINESS ARISING FROM PREVIOUS MINUTES:

- Confirmed the P&C donated \$1,268.10 to the school for the 2023 Presentation Day prizes.
- The P&C will make a donation of \$670.00 to the school for the chess club equipment (roll-up chess sets and timers) once the school supplies the purchase invoice.
- The outcome of the 2023 Community Building Partnership Grant application lodged by the P&C in respect of the grandstand is due in May 2024.

**CORRESPONDENCE:** Nil

**GENERAL / NEW BUSINESS ARISING:**

- Payment to be made of the auditor's fees of \$429.00 for the preparation of the financial statements for the year ended 31 December 2023. Tax Invoice is awaited from the auditor.
- Discussion re donation of P&C funds for a particular item or purpose in the school and in relation to whether any further grants are to be applied for by the P&C for projects within the school. No decision made at this stage, however the band club requires assistance for the repair/maintenance of existing equipment and for the purchase of new musical instruments.
- Discussed about holding another Bunnings fundraising BBQ in May 2024. President to make enquiries with Bunnings of proposed dates. Funds raised to be donated for the school band club's requirements.
- Discussion re Mother's Day stall on Friday 10 May 2024. The P&C will source donations from Bunnings and Fardoulis Chocolates for the stall and will purchase items. The food technology students will assist / contribute to the stall by cooking some dessert items. A raffle will also be run by the P&C at the stall and donations are sought. The school will send out a note to parents seeking donations to be received about 1 week prior to the event.

**NEXT MEETINGS SCHEDULED:** Wednesday 15 May 2024  
Wednesday 7 August 2024  
Wednesday 30 October 2024