

NEUTRAL BAY PUBLIC SCHOOL

P & C ASSOCIATION

MINUTES OF P&C MEETING 7/19

HELD ON WEDNESDAY 16 October 2019

1. WELCOME AND APOLOGIES

The President opened the meeting at 7.35pm and welcomed attendees to the sixth meeting of the year.

Attendance – Sharmila Soorian (President and Chair), Tim Hawes (Vice President), Jenni Spillane (Treasurer), Vanessa Baumer-Rowley (Events Coordinator), Jane Stevens (Events Coordinator), Mirjam Roos (Secretary), Alex Youroukelis, Hedley Partis, Staff - Judy Goodsell (Principal), Victor Tan (Deputy Principal), Heather Strachan (Deputy Principal)

Apologies – Glen Giffen (Vice President), John Byrne (OOSH)

2. MINUTES FROM PREVIOUS MEETING

Motion (1): That the minutes of the meeting held on 11 September 2019 be accepted as a true record of that meeting.

Moved: Hedley Partis **Seconded:** Tim Hawes. All agreed.

3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

P&C Federation EBA bargaining agreement – The uptake so far includes only 5 schools, T&C are not known as yet and there appears nothing as yet for band masters and tutors. There is an employment contract and system in place already and it was decided to stay with the status quo rather (pay higher than EBA) than adopting the EBA.

4. CORRESPONDENCE

There was no correspondence.

5. PRINCIPAL'S REPORT

The principal's report covered the following matters:

- **Welcome** – the principal welcomed Heather Stachan, Deputy Principal, K-2 to the School
- **Owen Taylor** – With sadness, the passing of Mr Owen Taylor, Principal of Balgowlah North PS and former Deputy Principal at Neutral Bay PS was reported. Thanks to the P&C who donated money to Owen and his family in he previous term when learning of his illness. He will be missed.
- **Building News**
It was noted that a new project manager was appointed. More news are expected at the end of the year.
- **School Plan**
Leadership Professional Development is rolled out as part of the plan.
- **New Enrolment Policy**
 - In line with the new enrolment policy now being implemented, it was noted that the school has exceeded the cap for student intake
 - Siblings cannot be accepted if not within the school catchment area

- **Opportunity Class**

Eight students from our school have been selected for a place in the 2020 programme.

- **Upcoming events**

Stage 2 Musical Performance and Halloween Festival

- **NAPLAN results**

Overall the results are very good and looking at the bands, an improvement is noted in a number of areas, including reading, grammar & punctuation and writing. To improve the spelling, a new programme has been purchased.

6. **TREASURER'S REPORT**

- **Fundraising Debit Card** Account is now available and operating. An application will be completed for 2 card holders, Vanessa and Sharmila.
- The bank account for the Fundraising debit card was opened. The process was difficult and poorly handled by Westpac, Neutral Bay.
- Two **Squarecard** readers have been purchased. They were tested with phone and iPad and they worked well. After school care may be able to lend 2 of their old tablets as they already work well in the playground.
- **End of Financial year** is under way it is still looking good for the November P&C meeting.
- The Uniform Stocktake was completed during the school holidays and it was quite an undertaking. Thanks to Sarah, Anna, Sharmila and Cassie for helping with counting and sorting.
- **Halloween Carnival** - money handing procedures will be ready by this Friday afternoon. These will need to be sent to class representatives. The processes will be similar to the carnival last year.
- The P&C are still looking for someone to fill the **Assistant Treasurer Role**. If interested, please contact Jennie Spillane, the Treasurer, to discuss the role.
- Jenni noted that she will be standing down at the end of this year, as her 3 year term **Treasurer** is coming to an end. This means the P&C are also looking for a new Treasurer for 2020. This role is paying invoices, paying employees and ensuring proper procedures are followed by all other Treasurers'. The P&C has 4 Treasurers P&C, Band, Strings and Canteen as well as a bookkeeper for the Uniform Shop.

7. **SCHOOL COUNCIL REPORT**

There has been no meeting of the School Council since the last P&C meeting.

8. **SUB COMMITTEE REPORTS**

a) **UNIFORM SHOP**

- Bulk order has been made to re-stock for the Kindergarten Orientation on the 7th November

b) **EVENTS AND FUNDRAISING**

The Halloween Festival/ School Carnival is the final event for this year and will take place on Thursday 31st of October.

- The roads will be closed off all day, but drop-off should not be affected. The rides/ stall holders will come later
- A risk assessment has been undertaken and will be sent out soon

b) **BAND**

Nothing to report

d) **CANTEEN**

Nothing to report

OTHER BUSINESS

Tree lighting is being considered for the event (temporary lighting) and as a permanent solution to the current dark school grounds. Tim Hawes is investigating options.

The president noted the passing of Owen Taylor and on behalf of the P&C expressed the warmest sympathies to his family. The details of the funeral will be made known in the newspaper.

The meeting closed at 9pm.



SIGNED AS A TRUE RECORD

CHAIR

ARMENIA SOOZIAN

DATE

11 / 12 / 2019.

