



---

## P&C MEETING MINUTES

HELD ON WEDNESDAY 15 MARCH 2023

---

### 1. WELCOME AND APOLOGIES

The President Liz Henry opened proceedings and welcomed attendees. Meeting commenced at 7:05pm with an Acknowledgment of Country.

Attendance – Liz Henry (President), Elizabeth Barnett (Sponsorship Coordinator), Marjorie Trevillion (Vice President), Alice Lai (Treasurer), Fumi Rice, Rachel Thompson (Events), Sally Davitt (Canteen Treasurer), Libby Brennan (Communications Coordinator), Jo Andersn

Staff – Mr Victor Tan (Relieving Principal)

**Apologies** – Neil Cruttenden (Secretary), Nada Abdelhamid (Asst Treasurer), Judy Goodsell (Principal), Chris Davitt (Vice President)

### 2. MINUTES FROM PREVIOUS MEETING

The minutes of the previous meeting have been circulated. The minutes have been proposed by Rachel Thompson, seconded by Alice Lai and Accepted.

### 3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

Student Injury Insurance has been obtained. Su Hill will place the Insurance Form on the school website.

### 4. CORRESPONDENCE

Christmas card received from Felicity Wilson, with thanks.

### 5. PRINCIPAL'S REPORT

#### **New Assistant Principal - Ms Chandra**

Ms Michelle Chandra, teacher of 6C, has been appointed as Assistant Principal to our school. Congratulations Ms Chandra.

#### **NAPLAN assessments - 15 March to 27 March**

Today, the NAPLAN assessments began for Years 3 and 5 students. Last week, a timetable was emailed to parents and carers of Years 3 and 5. Please email our office at [neutralbay-p.school@det.nsw.edu.au](mailto:neutralbay-p.school@det.nsw.edu.au) if you did not receive this timetable.

### **Fun Run - Friday 24 March**

Link to our new Fun Run video <https://youtu.be/DIXtIIQgbo8> I would like to acknowledge the skill of our media officer Mr Rutherford in the making of this video. Yesterday, we held a special assembly to celebrate our achievement of raising over \$30,000 so far. This included the 'sliming' of 5 staff members to recognise the amount raised so far. We are encouraging every Neutral Bay PS student to scan to sign up to the Neutral Bay PS School Fun Run.

### **Parent survey**

Last week we held parent teacher meetings. We brought these forward to earlier in the year to assist teachers to learn more about your child. We hope you were able to connect with your child's teacher. We are conducting a short survey to seek your feedback. Please go to: <https://forms.gle/kxyXtkSuvaHPhEsW6>

### **Principal's Awards**

I am looking forward to presenting students who have followed our Bay Way expectations of demonstrating respect, responsibility, and personal best to earn a Principal's Award on:

Years 1 and 2: Wednesday 22 March at 2.30pm

Years 3 to 6: Thursday 23 March at 2.30pm

These assemblies will be held on the outdoor stage (weather permitting).

### **School Photographs**

School photographs will be taken on Monday 3 April. All students are requested to wear their full summer uniform and black shoes. Navy skirts are not part of the summer uniform and shouldn't be worn to school. There will be no photograph envelopes this year - photo orders are done online. Sibling School photographs will be taken on Monday 1 May.

### **Juicy Fairies - Kindergarten**

Request to have this moved to Fridays - confirmed to be moved to Fridays after the Fun Run ie. Juicy Fairies will commence next Tuesday 21st March, and will be every Friday from 31st March.

### **School Council**

Two nominations received:

Fumi Rice (child in Year 6)

Deepti Paton (children in Year 1 and 3)

Fumi Rice and Deepti Paton were endorsed by the P&C as members of the School Council. We are grateful to them for stepping forward, thank you.

### **High Potential and Gifted Education**

The High Potential and Gifted Education Policy promotes engagement and challenge for every student, regardless of background, in every school across intellectual, creative, social-emotional and physical domains. It supports every student to achieve their educational potential, through talent development opportunities and differentiated teaching and learning practices to ensure that their specific learning and wellbeing needs are met.

Video shared in the meeting, and available on the Dept of Education website [here](#) describing what High Potential and Gifted Education means.

## **6. TREASURER'S REPORT**

October 2022 - Feb 2023 results:

Uniform Shop - still profitable, but 10% less YoY. Overall reduction in sales of 16%. Summer dress sales are down 30%. Nearly New Uniform Sale brought in \$2,800 up to Feb, and \$2,200 in this morning's Nearly New Uniform Sale.

Fundraising - raised \$5,000 thanks to End of Year picnic, Celebration bucket and Ladies Fashion Night.

Expenses - Audit fee, Injury Insurance premium, P&C Welcome Drinks.

Canteen - sales are up YoY (difficult to compare to previous similar periods due to just coming out of covid last comparable period). Supplier costs are rising. Gross profit margin has dropped from 42% to 38%. Wage costs are up. We are loss making by about \$2,500. This will mean that we have to put up some canteen prices on Flexischools and over the counter sales. We are generally charging less than comparable schools, as we are P&C run rather than outsourced to a third party. Volunteer numbers are good, but could be higher to help offset our wages cost.

## **7. SUB COMMITTEE REPORTS**

### **a) UNIFORM SHOP**

Uniform shop is now supplying PSSA and Year 6 shirts. Back to School Vouchers are still being accepted.

### **b) EVENTS AND FUNDRAISING**

Colour Fun Run - we are almost at \$35,000 in fundraising and registrations are now at 634 out of 771 students, although a lot of registrations are at zero funds raised. SRC will visit classrooms to raise awareness and motivation and share fundraising tips. All students will be able to run, unless explicitly advised by their parents otherwise. It will also be a Mufti Day for students.

Easter Hunt Event - Tuesday 4th April - for Kindy and Year 1

Term 2 - upcoming events are Grandparents and Friends Day, Mother's Day Gift Stall and Mother's Day Dance.

### **c) CANTEEN**

Prices will be going up due to reasons detailed in the Treasurer's Report.

## **8. OTHER BUSINESS**

Premier's Grant for Outdoor Education - design draft of an outdoor seating area was circulated at the meeting. It is based on the design of a yarning circle and the Bailey whale.

## 9. SPONSORSHIP

Our primary sponsor for our Fun Run is Limes Dry Cleaners. As a Silver sponsor, they have donated \$2,500 to the P&C and will be present at the run next Friday 24th March to 'blow to starters whistle' and kick off the first race.

Other confirmed sponsors who are donating prizes for our various events this year include: Kwik Kopy Neutral Bay, Mosman Martial Arts Academy and BX1 Gym, Big Music Crows Nest, Taronga Zoo, Le Patissier, Verve Photography, Tinkertank, Gunners Barracks, Luna Park, Infinity Bakery, Youth Sports Australia, Mahona Wellbeing, Fab Lab Fashion, Sneaky Keys, Extol Gym, Crockd, Yindi Wellness, Merrigal Gifts and Bird & Bear Group who look after five venues around Sydney including locally Mosman Rowers, Flying Bear, Foys. We're working out the finer details with Bird & Bear but amongst other things like reduced cost function packages and food & beverage vouchers looks like we might be able to negotiate an "always on discount" for NBPS staff and families and that discount will be returned as a donation to our P&C. Stay tuned.

Meeting closed 8.18pm

Our next meeting will take place Week 3, Term 2 (Wednesday 10th May).

**SIGNED AS A TRUE RECORD**

CHAIR

DATE