**NEUTRAL BAY PUBLIC SCHOOL**

**P & C ASSOCIATION**

**Agenda of P&C Meeting 2/16**

**To be held on Wednesday 30 March 2016 at 7.30pm**

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| **Agenda item** | **Document/speaker** |
| 1. **WELCOME AND APOLOGIES** | Ben Keen |
| 1. **MINUTES FROM PREVIOUS MEETING** | As circulated |
| 1. **BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING** | Ben Keen |
| 1. **CORRESPONDENCE** | Michelle Jackson |
| 1. **PRINCIPAL’S REPORT**  * PBL – “The Bay Way” | David Shuster and staff |
| 1. **SUB COMMITTEE REPORTS** 2. **Canteen** 3. **Events and Functions** 4. **Band** 5. **Uniform Shop**  * Uniform Shop Coordinator (requires 2-3 people), handover to be started from start of Term 3, 2016. | Bridget Douglas  Belle Jackson  Band Committee  Elizabeth Gurr |
| 1. **TREASURER’S REPORT** | Alex Fransen |
| 1. **SCHOOL COUNCIL** | David Jackson |
| **9. OTHER BUSINESS** |  |
| **2016 MEETING DATES**  *Wednesday 4 May*  *Wednesday 8 June*  *Wednesday 10 August*  *Wednesday 7 September*  *Wednesday 26 October*  *Wednesday 23 November*  *Wednesday 7 December* |  |

**Attachments**

**6b) Events and Functions Report**

**Welcome Picnic -** The Welcome Picnic was another lovely community event to kick off 2016, with lots of families eating, chatting, laughing and playing. Thank you to Poppy and Aurelia, from Kindy, who proudly rang the bell at 8pm to signify end of proceedings. A big thank you to Mr. Shuster for coming along and the Year 2 parents for a most efficient tidy up!

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| **EVENTS 2016** | **PROPOSED DATES** | **YEAR HELPERS** | **Status** |
| P&C Welcome Drinks | **Friday, 12 February** | Year 6 | Completed |
| P&C Welcome Picnic | **Friday, 26 February** | Year 2 | Completed |
| Year/Class Coordinator Welcome briefing | **Thursday 25th February** | Event Team | Completed |
| Grand friends morning tea | **Thursday 31st March** | Year 1/Elizabeth Henry | In planning |
| Mothers’ Day Stall | **Friday, 6 May** | Year 5/Sharmilla Soorian | Stock ordered & delivered |
| Fathers’ Day Event | **Friday, 2 September** | Year 3/Maryann Beregi | In planning |
| School Fair | **Sunday September 11th** | All Years/Fundraiser committee | In planning |
| Art Exhibition & Fundraiser Auction | **TBC** | All Years |  |
| 2017 Kindy Welcome | **Tuesday 8th November** | Kindergarten/Amanda Petriedes |  |
| Kindy Picnic | **Sunday 29th May 2016** | Kindergarten/Amanda Petriedes | In planning |
| Federal Election and P&C Fundraising BBQ | **July 2nd** | TBC | TBC |
| P&C Family Farewell Picnic and Disco | **Friday 9th December** | Year 4/Jacqui Donohoe |  |

**Events for Easter -** We are delighted to reveal the following exciting Easter Egg events happening for your year, organised by your Year Coordinator!

* ·      Kindy Families: Sunday morning March 20, at Warringa Park
* ·      Year 1 & Year 3 Families: After school, Tuesday March 22, at Barry St Park
* ·      Year 2 & Year 4 Families: After school, Wednesday Mach 23, at Barry St Park
* ·      Siblings are welcome at each event; **RSVPs are required so contact your class coordinators for more details ASAP.** (I hear the Easter Bunny may have received an invite…)

**2016 P&C RAFFLE**

The School Raffle will be drawn on Friday 20 May.  Last week, each family received a booklet of raffle tickets to sell to family or friends. Please return all monies, stubs and unsold tickets to the School office by **Wednesday 18 May 2016**. All payments for the tickets are to be in cash and handed in to the Raffle box outside the School office. Winners will be announced via the School’s newsletter on Wednesday 25 May 2016 and will be notified by telephone.

Thank you to our very generous local business donors, we have some wonderful prizes to be won.

* ·      One Week Holiday Accommodation at Avalon Beach by Palm Beach Holiday Letting valued at $2,000
* ·      6 Month Gym Membership plus 3 Personal Training Sessions by Jetts 24 Hour Fitness Neutral Bay valued at $650
* ·      One tooth whitening kit donated by Whites Dental Care, Neutral Bay valued at $480
* ·      One Women’s Fendi Sunglasses donated by AVS Optometry (Artarmon Vision Specialists) valued at $400
* ·      One bowls event for 10 people, including hosted bowls and 3 pizzas, donated by Neutral Bay Club valued at $300
* ·      One hair colour, cut, wash and blowdry by Shine & Waves Hair Salon, Neutral Bay valued at $225
* ·      One dinner voucher at the Gantry Restaurant donated by Pier One Hotel valued at $200
* ·      1 complete pair of glasses with standard single vision lenses donated by Specsavers, Neutral Bay valued at $199
* ·      One voucher for the bistro and bar donated by Neutral Bay Club valued at $100
* ·      One voucher to be used towards accommodation, food or beverages at the North Sydney Harbourview Hotel valued at $50

**Entertainment Books**

Last year we had an overwhelming response to our Entertainment Book Fundraising in Term 2 and we raised **$2,772** for our school, which was a fantastic result. Due to popular demand, we have decided to run the fundraiser again in the same manner, sending the books home to each family so you can have a look through and decide if you would like to purchase.

We did have some families who did not wish to have the books sent home, so we will be giving every parent the opportunity to OPT OUT using a form, which you should have received on Friday last week. Please fill this out and return to the office by **THURSDAY 24th MARCH** so we can remove your name from the list. If it is not returned by then, you will have a book sent home with your youngest child in early May. We look forward to your continued support, and hopefully we can break the $3,000 target this year. If you have any questions, please contact Sharmila: [**sharmila.soorian@ihug.com.au**](mailto:sharmila.soorian@ihug.com.au)

**School Fair 2016**

Ongoing planning, brainstorming and discussion on the school fair, our major fundraiser this year. Carnival rides, carnival stalls, mud maps and council/police paperwork is being undertaken by the fundraiser committee. Full proposals to be submitted to P&C in Term 2.

**Communication**

The team are striving to capture all of the parent body with the promotion and use of various comms channels

* Face to face meetings between Year Coordinators and their class coordinator teams to discuss social events etc.
* Adherence to pupil post mechanisms Tuesday and Thursday each week
* School newsletter inserts by COB Mondays for a Wednesday publishing
* Newsletter content to Year coordinators weekly to allow personalized email comms to class coordinators for distribution
* Use of the School App for all events and push notification for any changes

Want to get involved, please contact nbpspandcevents@gmail.com

**6c) Band Report**

**Senior and Junior Band**

The Senior and Junior Band continues to work well together. The band committee is working hard organising the upcoming band workshop scheduled for Sunday 3 April 2016. Most Senior and Junior Band families are being supportive, taking measures to ensure their child’s attendance. As many Junior Band families have not previously been involved in a band program an open rehearsal for the Junior Band has been scheduled for Term 2, 9 May 2016. This will be an opportunity for all band families to see the children’s progress and contribution to the band so far. It will also be an opportunity for parents to get a better understanding of the band camp process with the band committee present to discuss any concerns regarding the camp that is scheduled for 21 May 2016. For many children in the junior band this will be their first time away from home.

**Concert Band**

Nothing to report.

**6d) Uniform Shop Report**

Since last month's report, the uniform shop has had sales of $16,000 - 53% from Flexischools, 47% from instore sales. Inventory (as at 22/3) is $88,000. The big winter uniform order was placed last month, totalling about $39,500. I had planned for this to be sent to us at the start of term 2 but the recent cold/wet weather snap has greatly depleted current winter uniform stocks, and so I have asked the 2 main suppliers to bring delivery forward to the end of this term instead.   
  
Through the class sign-up form, there are about 20 potential new volunteers. I contacted them mid-March and a few have come in to learn the ropes of packing Flexischools orders. Hopefully more will respond over the coming weeks. With the move to purely online sales, packing the daily orders will be the sole focus for these volunteers. I'm anticipating it to take no more than 30-45 minutes to pack the orders each day.   
  
I am still looking for 2-3 people to take over the Uniform Shop Coordinator role from me. Ideally they need to be ready to start from the start of term 3. I am prepared to do a reasonably long handover period and will be available to assist with queries.