**NEUTRAL BAY PUBLIC SCHOOL**

**P & C ASSOCIATION**

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**MINUTES OF P&C MEETING 5/17**

**HELD ON WEDNESDAY 9 AUGUST 2017**

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1. **WELCOME AND APOLOGIES**

The President opened the meeting at 7.35 pm and welcomed all present.

**Attendance** – Sharmila Soorian (President & Chair), David Shuster (Principal), Gai Javorski (Deputy Principal), Michelle Jackson (Secretary), Jenny Spillane (Treasurer), Tim Hawes (Vice President), Peter Carter (Vice President), Vanessa Baumer-Rowley (Events and Fundraising Co-ordinator), Leslie Wait (Uniform Shop Co-ordinator), Alex Youroukelis, Jen Harris, Anita Alexander, Fiona Willington, Rev. Craig Roberts, Peta Thomson, Jim Becker

**Apologies**–Alex Middleton, Anna Gibson, Rachel Partis.

1. **MINUTES FROM PREVIOUS MEETING**

**Motion (**1**)**: That the minutes of the meeting held on 7 June 2017 be accepted as a true record of that meeting.

**Moved**: Fiona Willington **Seconded**: Hedley Partis. All agreed**.**

1. **BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING**

There was no business arising.

1. **CORRESPONDENCE**

The meeting noted the receipt of a letter from the President of the Mosman Public School P&C Association (Kate Condon) sharing ideas concerning issues of mutual interest. The meeting further noted that the President had spoken to the P&C Presidents of North Sydney Demonstration School and Woollahra Public School about matters of interest such as the need for more buildings due to increased numbers of students and challenges involved in operating a band program and canteen. The President is planning to speak with the P&C president of the Anzac Park Public School. The meeting noted that the Treasurer of the Cammeray Public School P&C is a School parent.

1. **PRINCIPAL’S REPORT**

The meeting noted the following matters:

**Enrolments**

The current student enrolment is 982.

**Staffing**

Victor Tan has started his new role as acting principal of Pagewood Public School as a result of a successful response to an expression of interest for terms 3 and 4. The School has also issued an expression of interest for an acting Deputy Principal and Bryony Herborn has been accepted for the role. Mrs Lockhart has been appointed as a permanent Assistant Principal after acting in the role for some time.

**Air conditioning**

The P&C funded air conditioners were installed during the recent holiday break in 3J, 3H, 3C, 2C and 2E. The NSW State Government provided a grant of $10,000 to the School from its Premier’s Discretionary Fund which will be used to install a further 2 air-conditioning units in the library block.

**Parent reading night**

A parent reading night is being held on Wednesday 23 August commencing at 7pm. The night will focus on comprehension and will involve a number of hands on workshops focusing on the strategies, terminology and resources used in the teaching of reading.

**City-country alliance – Moree Public School**

In late 2016 the School commenced a link with Moree Public School. As part of this, a number of classes have been undertaking activities with students from Moree such as pen pal writing, studying geography units that relate to the Moree area and question/answer sessions about the schools. Next week Ms Chapple, Miss Murray, Mrs Tarjan and Miss Graf will be travelling to Moree Public School to teach for the week as part of the professional learning plan. Mr Brown and the Principal will be visiting schools and significant sites in the Wee Waa, Narrabri and Moree area to gain a better understanding of the schools in that area and the development of intercultural understanding. It is hoped that at some stage teachers from Moree Public School will teach at Neutral Bay Public School.

**Facebook page**

There are currently 201 subscribers to the School Facebook page.

**Professional Learning**

* Staff-Focus on Reading, child protection
* Sally Haigh – Understanding personalized learning and support

**Naplan Online**

The National Assessment Program-Literacy and Numeracy (NAPLAN) is an annual assessment for students in years 3,5,7 and 9. Planning has begun to move NAPLAN from a pen and paper assessment to an online assessment. All NSW schools will be involved in a school readiness test. This will occur at the School during the week beginning Monday 21 August. The school readiness test is not an assessment of student ability. The school readiness test is a practice run for schools to test their technology ahead of NAPLAN online. Online testing will allow for tailored testing where the test adapts to a student’s performance and asks questions that match their achievement level. Students in each year level start with the same set of questions which can then branch into a different set of questions based on their responses to the first set of questions.

1. **TREASURER’S REPORT**

The meeting noted the following matters:

* A debit card for the use of the Events and Fundraising Co-ordinator was currently being arranged
* Treasurers of the bands, orchestra, uniform shop and canteen need to prepare their accounts.
* The proposed P&C insurance would cover cash of $30,000 and property of $100,000.

**Motion:** that it was confirmed that there had not been any claims against the P&C’s insurance policy during the last year.

**Moved:** Peter Carter **Seconded**: Vanessa Baumer-Rowley. All agreed.

**Motion:** that the P&C pay the amount of $2,948 for P&C Federation membership and insurance (a slight increase from last year’s amount of $2,883).

**Moved:** Leslie Wait **Seconded:** Vanessa Baumer-Rowley. All agreed.

1. **SCHOOL COUNCIL REPORT**

The meeting noted the following matters:

* The NSW Minister for Education, Rob Stokes visited the School at the end of term 2 and indicated that he would make our plans to priority.
* He particularly liked the stage 1 proposed development which will take at least 4 years to complete.
* The final parent vacancy on Council was filled by David Jackson.
1. **SUB COMMITTEE REPORTS**
2. **UNIFORM SHOP**

The Meeting noted the following matters:

* Kate Jegat has left the employ of the P&C and Ginita Taylor (mother of a Kindergarten pupil) has taken over the running of the uniform shop on a voluntary basis
* The uniform shop has been cleaned and tidied up
* The store room has been completely redone to ensure safety and for ease of understanding stock levels
* The second hand sale of 1 August was very successful and raised over $800.
* All second hand stock has been moved out of the hall storeroom and accommodated in the uniform shop
* The uniform shop is looking at a new process for ordering uniforms for Kindergarten information night. They are looking to use flexischools only and are currently working on the process and the communications to go to parents.
1. **EVENTS AND FUNDRAISING**

The Meeting noted the following matters:

* A Dad and Daughter Dance is being held on 30 August. A dance facilitator will be provided by Neutral Bay School of Dance
* The Father’s Day breakfast will be held on 1 September
* An election day bar-be-que and cake stall will be held on 9 September
* Invitations for the Shrek Ball have been issued and 71 tickets already sold
1. **BAND**

The Bands recently competed at the NSW Band Festival and achieved the following results:

* Junior Band – Silver
* Senior Band– Gold
* Concert Band – Bronze
1. **CANTEEN**

The Meeting noted the following matters from the Canteen Co-ordinator’s report:

* The canteen has started term 3 with a new MYO (Make Your Own) sandwich bar, which has been well received. The new cold meats are a hit. The new juicie flavours have also been a huge delight for the children. Apple is the favourite flavour for volunteers and the students. The canteen staff have experienced an increase in the sale of ‘everyday’ snacks since the launch of the new healthy canteen strategy.
* The week the canteen is participating in the ‘Eat Fresh and Win’ canteen campaign, which promotes fresh fruits and vegetables. Students receive an instant prize of a key ring after the purchase of two lots of fruit or vegetables and go into the draw for a home entertainment pack, ipad mini, fresh for kids gift pack or movie vouchers. The School also has a chance to win; the school with the highest number of entry forms per person wins a $250 Westfield voucher that can be used to purchase equipment for the School.
1. **OTHER BUSINESS**

The Meeting noted the following matters:

* Years 11 and 12 for Cameraygal High School will be housed at the old Crows Nest TAFE site
* Favourable reports were received of the improved School security gates.

The meeting closed at 8.35pm.

SIGNED AS A TRUE RECORD

CHAIR

DATE