

NEUTRAL BAY PUBLIC SCHOOL

P & C ASSOCIATION

MINUTES OF P&C MEETING 7/18

HELD ON WEDNESDAY 17 OCTOBER 2018

1. WELCOME AND APOLOGIES

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

Attendance – Sharmila Soorian (President and Chair), Michelle Jackson (Secretary), Jenny Spillane (Treasurer), Glen Giffen (Assistant Treasurer), Tim Hawes (Vice President), Vanessa Baumer-Rowley (Events and Fundraising), Alex Youroukelis, Hugh Adams (Before and After School Care), John Byrne (CEO, Before and After School Care), Claudia Stephens, Hedley Partis, Karina Reay, Michaela Gates, Limar Fayena and Yann Le Barz.

Staff – Judy Goodsell (Principal), Genevieve Carnegie (Deputy Principal), Kelly Lockhart (Deputy Principal).

Apologies– Helen Williams, Rachel Partis, Kim Thompson, Jess Keen, Alex Middleton and Jim Becker.

2. MINUTES FROM PREVIOUS MEETING

Motion (1): That the minutes of the meeting held on 12 September 2018 be accepted as a true record of that meeting.

Moved: Glen Giffen **Seconded:** Tim Hawes. All agreed.

3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

There was no business arising.

4. CORRESPONDENCE

The meeting noted the receipt of an email from Northern Sydney region of the P&C Federation advising of an upcoming meeting. Those members of the P&C interested in attending are to contact the President.

5. PRINCIPAL'S REPORT

The meeting noted the following matters from the Principal's report:

Welcome

The Principal thanked the President and the P&C Association for organizing the 'Meet and Greet'. The Principal would like to thank everyone involved in the School for the warm welcome. The Principal is very impressed with the extra curricula activities available to the children and has found the children to be well settled and engaged. The Principal has been well supported by the relieving Deputy Principals and is impressed by the dedication and professionalism of the staff.

County Fair Thank You

The Principal extended thanks to the President, Vanessa Baumer-Rowley and their team of helpers for organising the highly successful School Carnival last term. The Carnival was a huge undertaking which brought the community together and delighted the children.

NAPLAN Results

The School Naplan presentation to parents will be delivered at the next P&C meeting. The results were released very late last term.

Parent tell them from me analysis

The survey findings from the Parent tell them from me survey will be presented at the next meeting of the P&C. The survey focused on student engagement, wellbeing and effective teaching strategies linking school to home.

Enrolments

The School currently has 956 students enrolled. The numbers for 2019 are similar to this year's enrolments so there is likely to be 6 Kindergarten classes in 2019.

NBPS Planning update

Three Project Reference Group meetings will be held in term 4 and there will be one in Term 1 2019. The Project team of design professionals, engineers, architects etc is being established. It will be looking at issues such as educational design, forecasted student numbers etc. Once the design is completed the costings will be sent to the Department of Education.

Term 4 events

- The Principal thanked Genevieve Carnegie, David Brown and Steph Chapple who will be accompanying the Year 6 students to Moree next week for the City-Country Alliance excursion.
- The 2019 Kindergarten orientation program commences on Thursday 8 November with the information night at 7pm.
- The 2019 OC orientation information meeting will be held on Thursday 15 November.
- The Butterfly Foundation talk will take place next Wednesday evening at the School hall. All parents are encouraged to attend. The program helps to encourage children to develop positive body image and deal with eating disorders. The P&C are paying the costs of the evening presentation. It is a parent only event. A note will be going home with the students this week.

6. TREASURER'S REPORT

The meeting noted the following matters from the Treasurer's report:

- The Treasurer thanked the parents who volunteered in the counting room during the carnival.
- Preliminary figures are:
 - Wrist bands (pre-purchased) \$20,000
 - Wrist bands and tokens purchased on the day \$16,800
 - Stall revenue \$48,500
 - Sponsorship \$4,650
 - Net profit \$60,000 (compared to \$41,000 for 2016 which included the proceeds of the online auction)
- The process of auditing the accounts is progressing well. It is anticipated that the prepared accounts will be sent to the auditor next Monday.
- The Treasurer thanked the various treasurers (canteen, uniform shop, band and orchestra) for preparing their accounts in a timely fashion.

7. SCHOOL COUNCIL REPORT

As the School Council had not met since the previous meeting there was no School Council report.

8. SUB COMMITTEE REPORTS

a) UNIFORM SHOP

The meeting noted the following matters concerning the Uniform Shop:

- The stock take was undertaken in term 3.
- The packs have been prepared for the Kindy Orientation evening.
- A second hand clothing sale was held today which raised \$300.

b) EVENTS AND FUNDRAISING

The meeting noted the following matters from the report from the Events and Fundraising Co-ordinator:

- The online auction is starting this week. All items have been donated by parents and the community. Information will be going out to parents this week.
- A commission free sale has been donated by a sponsor and will be added to the online auction.

c) BAND

There was nothing to report from the Band Committee.

d) CANTEEN

The Committee noted that the Canteen Committee is happy with the new freezers and that the Treasurer will chase up the supplier for the repayment of the \$700 which was paid in error.

OTHER BUSINESS

Succession

The following roles will need to be filled at the 2018 AGM:

- Secretary
- Vice President (to replace Peter Carter)
- Events co-ordinator
- Fundraising co-ordinator – currently undertaken by the Events Co-ordinator
- Communications co-ordinator (which if not filled can be incorporated into the Secretary role)

Before and After School Care

The meeting noted the attendance of the new CEO of the Before and After School Care service, John Bryne. The CEO is a new role. John has been tasked with filling the vacancy created by the retirement of the longstanding co-ordinator, increasing the spaces available for before and after school care and introducing vacation care.

The Before and After School Care service is operated by an incorporated association which is not-for-profit. The committee meets every term and is looking for representatives from the School Council and the P&C to join it.

Crossing attendant

The School does not currently have a crossing attendant and the RMS has advised that it has no one to fill the position. The School may place a notice in the newsletter asking for interested members of the community to apply for the position.

There was no other business.

The meeting closed at 8.20pm.

SIGNED AS A TRUE RECORD

CHAIR

DATE