

P&C Minutes for General Meeting 17th March 2020

Meeting Opened 8:30 pm



Parents & Citizens Association

ATTENDANCE

Alex Bacchin, AJ Shantiraratna, Lisa Richardson, Winy Souw, Rebecca Cotton, Kelli Thwaites, Dane Tierney, Julie Tierney, Stuart Goddard, Lisa Richardson, Kelli Twaites, Christelle Hechter, Bee Gin Sim, Chris Jones, Kristy Turner, Ian Shilfield, Nichola Shelton.

SCHOOL STAFF

Paul McSweeney, Evan Gibbons

APOLOGIES

Tahereh Oskooi, Karen Jassop, Linden Browne, Hamish Baxter, Kelly Norris, Larra Hibbard, Angela Yee, Kate Ward.

PREVIOUS MINUTES

Moved Christelle seconded Stuart Goddard that the minutes of the 18th February 2020 be accepted. *Passed unanimously.*

REPORTS

1. PRINCIPAL'S REPORT

P&C Committee 2019

On behalf of the students and the staff of the school, thank you to everyone who was involved with the P&C in 2019. Lots was achieved during the year and the school values the positive relationship that it has with everyone, especially those who are on committees. We know there are a few people stepping away from positions moving forward so thank you to those people who have dedicated so much time into volunteering to help the school. We look forward to working with the new P&C committee of 2020.

School Maintenance

The school is still waiting on start dates for both of its major projects that have been approved by AMU. At least one of these projects we are hoping to have completed during the holidays, if not before.

Tumpinyeri

We have started on a project of getting Tumpinyeri back to an area where the children can visit and have lessons in there again. It's a big job but we have already had trees made safe in there as well finding the pathways again. Signage and fencing are also part of the project.

Paul McSweeney
Principal

2. PRESIDENTS REPORT

Good evening all,

Welcome to our AGM meeting.

It has been a great year for our PandC from a fundraising and a community perspective.

A lot of the time I hear parents talk on the playground regarding funds that we have raised and not seeing the end result of the effort put in by the parents and students.

I can honestly say that there has been a collective push, from Paul and Evan and the P&C Executive to ensure people get to see the results of their efforts, however dealing with the Education department and their processes can REALLY slow things down, which is outside of our control – a great example being the awnings over the library steps.

But let us not focus on the negative, let us rather acknowledge and celebrate what we have achieved this year. I am so impressed with the parents in our school and those who approached us and have brought some fabulous ideas to the table, a great example is our Giving Tree on grandparents' day. What an effective way to ensure great resources being distributed to our teachers.

Our amazing colour run, which ensured the update of the outdoor education playground, Mother and father's day stall, Earn and Learn stickers, FFD, Family Quiz night, Library transformation, Signage throughout the school, Audio system upgrade, Laptops, Interactive white boards and so much more.

Non of this could have been possible without you guys putting up your hands and helping out. So to everyone who volunteered thank you so much. Because of all your efforts and after all that we have reinvested back into the school, the P&C are still left with a healthy bank balance of \$100,000. How we will distribute the funds will be discussed later.

I would like to take this opportunity to also acknowledge and thank my executive team of 2019. Some of our members have been part of the P&C for many years. Thank you my team for your guidance, your support, your knowledge and your patience. I have truly been blessed to be surrounded by people who want only the best for the school, who have a passion to see the P&C succeed and contribute to our school in a positive and inclusive way. Thank you for "all the love". To Paul and Evan, thank you so much for your open door policy. I'm sure there must've been times you wish you could've locked it, however you didn't and I appreciate your insight and help.

Lastly this has been a year of a lot – a lot to learn, a lot of laughs, a lot of questions, a lot of meetings a lot of love, a lot of new friendships a lot of change and only a little bit of swear words – in afrikaans 😊... I wouldn't change it for the world.

So thank you my NWPS PandC family, you guys are all truly amazing.

Christelle Hechter
P&C President 2019

3. TREASURERS REPORT

P&L

Profit and Loss									
Normanhurst West P & C Association									
All Sub Committees									
1 January 2019 to 31 December 2019									
	Band	Canteen	FFD	Fundraising	LOTE	Uniform	Unassigned	Total	
Income									
Band fee	\$6,978.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,978.00
Band Income Instrument Hire	\$2,720.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,720.00
Band Sibling Discounts	-\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$400.00
Canteen - over the counter	\$0.00	\$33,106.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33,106.10
Canteen On line sales	\$0.00	\$74,985.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$74,985.40
Dad & kids Camp Revenue	\$0.00	\$0.00	\$0.00	\$6,825.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,825.00
Donation-Ambulance Levy	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,628.04	\$1,628.04	\$1,628.04
Donations - Building Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,975.99	\$24,975.99	\$24,975.99
Donations - Canteen	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$13,000.00	\$13,000.00
Donations - Fundraising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
Donations - Uniform	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107.00	\$7,108.80	\$7,215.80	\$7,215.80
Entertainment Book	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$252.00	\$252.00	\$252.00
Family Fun Day Revenue	\$0.00	\$0.00	\$59,202.10	\$0.00	\$0.00	\$0.00	\$0.00	\$59,202.10	\$59,202.10
Fundraising - Colour Run	\$0.00	\$0.00	\$0.00	\$14,084.58	\$0.00	\$0.00	\$10,633.28	\$24,717.86	\$24,717.86
Fundraising - Interest Income	\$0.00	\$0.00	\$0.00	\$2.11	\$0.00	\$0.00	\$7.48	\$9.59	\$9.59
Fundraising - Photo	\$0.00	\$0.00	\$0.00	\$1,342.31	\$0.00	\$0.00	\$0.00	\$1,342.31	\$1,342.31
Fundraising Event - Sponsors	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00
Fundraising Event -Calendar	\$0.00	\$0.00	\$0.00	\$60.00	\$0.00	\$0.00	\$0.00	\$60.00	\$60.00
Grants Received	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	\$25,000.00
Interest Income	\$0.00	\$38.20	\$0.00	\$0.00	\$0.00	\$0.71	\$780.09	\$819.00	\$819.00
Jazz band income	\$1,490.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,490.00	\$1,490.00
Membership Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.00	\$22.00	\$22.00
Other Revenue	\$0.00	\$168.00	\$33.00	\$9,125.62	\$0.00	\$156.80	\$5.00	\$9,488.42	\$9,488.42
Quiz Night	\$0.00	\$0.00	\$0.00	\$2,511.12	\$0.00	\$0.00	\$0.00	\$2,511.12	\$2,511.12
Revenue - Election Day Stall	\$0.00	\$0.00	\$0.00	\$6,685.95	\$0.00	\$0.00	\$0.00	\$6,685.95	\$6,685.95
Sales - LOTE lessons	\$0.00	\$0.00	\$0.00	\$0.00	\$3,197.00	\$0.00	\$0.00	\$3,197.00	\$3,197.00
School Banking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$525.00	\$525.00	\$525.00
Strings Adv-Income	\$156.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$156.00	\$156.00
Strings Income	\$261.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$261.00	\$261.00	\$261.00
Uniform - Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14.89	\$0.00	\$14.89	\$14.89
Uniform - Sales of Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$61,311.58	\$0.00	\$61,311.58	\$61,311.58
Total Income	\$11,206.00	\$108,797.70	\$59,236.10	\$40,836.69	\$3,197.71	\$61,650.27	\$89,198.73	\$274,320.96	
Less Cost of Sales									
Canteen - Online direct fees	\$0.00	\$2,302.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,302.38	\$2,302.38
Canteen Food and Bev	\$0.00	\$57,735.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$57,735.41	\$57,735.41
Uniform - Cost of Goods Sold	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,965.37	\$0.00	\$4,965.37	\$4,965.37
Uniform - Stock Purchases	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34,537.08	\$0.00	\$34,537.08	\$34,537.08
Total Cost of Sales	\$0.00	\$60,037.79	\$0.00	\$0.00	\$0.00	\$39,602.46	\$0.00	\$99,640.24	
Gross Profit	\$11,206.00	\$48,760.01	\$59,236.10	\$40,836.69	\$3,197.71	\$22,047.82	\$89,198.73	\$274,320.96	
Less Operating Expenses									
Band - Misc/Admin	\$10.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.00	\$10.00
Band Awards	\$188.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$188.10	\$188.10
Band Books/Scores	\$107.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$107.65	\$107.65
Band Conductor External	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
Band Conductor Standard	\$1,890.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,890.00	\$1,890.00
Band Event transport	\$1,293.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,293.00	\$1,293.00
Band Instrument Service	\$2,156.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,156.00	\$2,156.00
Bank Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$0.15	-\$0.15
Canteen - Donation to the P&C	\$0.00	\$13,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,000.00	\$13,000.00
Colour Run Expenses	\$0.00	\$0.00	\$0.00	\$230.80	\$0.00	\$0.00	\$12,147.51	\$12,378.31	\$12,378.31
Consulting & Accounting	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,200.00	\$2,200.00	\$2,200.00
Dad & kids Camp expenses	\$0.00	\$0.00	\$0.00	\$897.31	\$0.00	\$0.00	\$3,997.54	\$4,894.85	\$4,894.85
Donation - Air Con Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
Donation - Library Transforma	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,126.00	\$17,126.00	\$17,126.00
Donation - PA System	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,000.00	\$7,000.00	\$7,000.00
Donation - Sporting Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,090.45	\$1,090.45	\$1,090.45
Donation-Band	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,650.00	\$1,650.00	\$1,650.00
Donation-Colour Run Earning	\$0.00	\$0.00	\$0.00	\$12,520.00	\$0.00	\$0.00	\$0.00	\$12,520.00	\$12,520.00
Election Day Stall exp	\$0.00	\$0.00	\$0.00	\$1,882.35	\$0.00	\$0.00	\$0.00	\$1,882.35	\$1,882.35
Family Fun Day Expenses	\$0.00	\$0.00	\$17,557.35	\$221.28	\$0.00	\$0.00	\$5,246.78	\$23,025.41	\$23,025.41
Fathers Day Stall	\$0.00	\$0.00	\$0.00	\$48.00	\$0.00	\$0.00	\$1,486.50	\$1,534.50	\$1,534.50
Fundraising - Donations to P&C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$5,000.00
General Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$376.84	\$376.84	\$376.84
Gifts	\$0.00	\$62.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$62.50	\$62.50
Grandparents Day Exp	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,224.67	\$4,224.67	\$4,224.67
Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,885.80	\$4,885.80	\$4,885.80
Interest Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-\$0.04	-\$0.04
IT Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,262.77	\$21,262.77	\$21,262.77
Kindy Inflatable World	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750.00	\$750.00	\$750.00
Kindy LABS Day	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$79.95	\$79.95	\$79.95
LOTE - expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$3,201.77	\$0.00	\$0.00	\$3,201.77	\$3,201.77
Mothers Day Stall	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,326.25	\$1,326.25	\$1,326.25
Non Strings conductor events	\$4,372.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,372.50	\$4,372.50
Office Expenses	\$0.00	\$961.29	\$0.00	\$0.00	\$0.00	\$0.00	\$101.25	\$1,062.54	\$1,062.54
Repairs and Maintenance	\$0.00	\$438.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$438.32	\$438.32
String Conductor events	\$907.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$907.83	\$907.83
Strings Conductor	\$1,485.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,485.00	\$1,485.00
Subscriptions	\$0.00	\$109.00	\$0.00	\$0.00	\$0.00	\$0.00	\$129.00	\$238.00	\$238.00
Superannuation	\$0.00	\$2,698.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,698.18	\$2,698.18
Tutor - Normal Band	\$4,751.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,751.00	\$4,751.00
Uniform - Consignments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,261.20	\$0.00	\$1,261.20	\$1,261.20
Uniform - Donations to P&C	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$7,114.60	\$0.00	\$7,114.60	\$7,114.60
Uniform - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24.10	\$0.00	\$24.10	\$24.10
Uniform - Office supplies & pri	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$584.80	\$0.00	\$584.80	\$584.80
Uniform - Service Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,209.35	\$4.98	\$1,214.33	\$1,214.33
Uniform - Telecommunication	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.00	\$0.00	\$385.00	\$385.00
Wages and Salaries	\$0.00	\$24,313.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,313.12	\$24,313.12
World Teachers Day & kindy o	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$483.08	\$483.08	\$483.08
Total Operating Expenses	\$18,181.08	\$41,682.41	\$17,667.36	\$16,799.74	\$3,201.77	\$10,679.05	\$91,689.18	\$198,460.68	
Net Profit	-\$6,965.08	\$7,177.60	\$41,677.76	\$24,836.96	-\$4.06	\$11,608.77	-\$2,370.46	\$76,870.38	
		\$13,000.00		\$5,000.00		\$7,108.80	\$25,108.80		
Net Profit	-\$6,965.08	\$20,177.60	\$41,677.76	\$29,836.96	-\$4.06	\$18,817.67	-\$27,479.26	\$76,870.38	

Bank Balance

No	BSB	Account	Bank	Bank	Comments	Available Funds:
			Statement in Westpac	Statement as per Xero		
			Mar-20	Mar-20		
4	032-087	245321 Canteen	28,932	28,932		107,121.65
6	032-285	540073 Working Account	6,920	6,920		
7	032-285	540081 Fundraising	9,927	9,927		
8	032-285	540110 French Account	652	652		
9	032-285	540129 Uniform	5,175	5,175		
3	032-285	540137 Bonus Cash Reserve	103,624	108,623	\$15k in Bonus Cash Reserve belongs to Band	
1	032-285	540145 Cash Reserve	20,000	20,000	\$20k in Cash Reserve belongs to Uniform	
10	032-285	550773 Building Funds	164,899	164,899	Building fund has special requirements of spending	
		Term Deposit	261,521	261,521	\$240k term deposit earmarked for OOSH. Renewed for 6 months	
				606,650		
2	032-285	540153 Cash Reserve (LSL)	2,004	2,004		
5	032-189	264849 BAND	7,479	7,479		

Funding Tracker

Funding Item	2019		Reimbursement Tracker	
	Funding Cost		Reimbursed	Residual
	(nominated \$)	(Cumulative)		
Library Transformation	18,000	18,000	17,126	874
Library Smart Board	7,000	25,000	6,835	165
Laptops	21,000	46,000	19,286	1,714
School App - approx	1,000	47,000	816	184
PR systems upgrade	7,000	54,000	7,000	-
Signage around schools	8,000	62,000	8,000	-
Aircon Maintenance	1,000	63,000	1,000	-
Sports equipment	2,000	65,000	1,090	910
\$100 per class stickers	2,300	67,300	1,548	752
	67,300		62,702	4,598
P&C Volunteer 2019 Nomination	100			

Budget 2020

		NWPS P&C 2020 Budget												
		Term 1			Term 2			Term 3			Term 4			
Revenue		Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Total
205 Canteen donations		-	-	4,000	-	-	-	-	-	-	-	-	-	4,000
207 Uniform Pool donations		-	-	-	-	-	-	-	3,000	-	-	-	-	3,000
Fundraising Events														
2125 Colour Run Revenue		-	-	-	-	-	-	-	-	-	-	-	-	-
212 Mothers Day Revenue		-	-	-	-	2,500	-	-	-	-	-	-	-	2,500
212 Fathers Day Revenue		-	-	-	-	-	-	-	-	2,500	-	-	-	2,500
230 Quiz Night Revenue		-	-	-	4,500	-	-	-	-	-	-	-	-	4,500
212 Grandparents Day		-	-	-	-	-	-	-	-	-	4,500	-	-	4,500
211 Dads and Kids Camp		-	-	-	-	-	-	-	-	3,500	-	3,000	-	6,500
2123 Entertainment Book		30	30	30	20	20	20	20	20	20	-	-	-	210
260 Membership fees		-	25	25	-	-	-	-	-	-	-	-	-	50
204 Building Fund Donations		-	-	-	6,250	-	6,250	-	-	6,250	-	-	6,250	25,000
204-A Ambulance Levy		-	-	-	50	-	50	-	-	50	-	-	50	200
433 OOSH to repay WC approx		-	-	2,278	-	-	-	-	-	-	-	4,200	-	6,478
270 Interest income		1,000	50	50	2,500	100	100	1,300	100	100	1,300	100	100	6,800
Revenue total		1,030	105	6,383	13,320	2,620	6,420	1,320	3,120	12,420	5,800	7,300	6,400	66,238
Expenses														
404 Bank fees, Merchant Fees		10	10	10	10	10	10	10	10	10	10	10	10	120
412 Consulting/Audit Fees		-	-	2,200	-	-	-	-	-	-	-	-	-	-
Donations to NWPS														
IT Expenses (Xero \$65/month, Grant website \$300p/a)		90	90	90	90	90	90	90	90	90	90	90	90	1,080
433 Insurance		-	-	-	-	-	-	8,400	5,000	-	-	-	-	13,400
Miscellaneous expense		-	-	-	-	-	-	-	-	-	-	600	-	600
Teacher Day/Kindy		-	-	-	-	-	-	-	-	-	-	-	-	-
494 Orientation		100	-	-	-	-	-	-	-	-	300	-	-	400
Fundraising Events Expense														
409 Colour Run Expenses		-	-	-	-	-	-	-	-	3,600	-	-	-	3,600
447 Mothers Day		-	-	-	-	1,300	-	-	-	-	-	-	-	1,300
448 Fathers Day		-	-	-	-	-	-	-	-	1,300	-	-	-	1,300
474 Quiz Night		-	-	-	500	-	-	-	-	-	-	-	-	500
480 Grandparents Day		-	-	-	-	-	-	-	-	-	4,500	-	-	4,500
426 Dads and Kids Camp		-	-	-	2,240	-	-	-	-	2,260	-	-	-	4,500
Expense total		200	100	2,300	2,840	1,400	100	8,500	5,100	5,000	7,160	700	100	31,300
Starting balance	Total	830	5	4,083	10,480	1,220	6,320	(7,180)	(1,980)	7,420	(1,360)	6,600	6,300	34,938
\$107,121	Cashflow projection	107,951	107,956	112,039	122,519	123,739	130,059	122,879	120,899	128,319	126,959	133,559	139,859	142,059
	Cashflow projection (w/out building funds)	107,951	107,956	112,039	116,219	123,739	123,759	122,879	120,899	122,019	126,959	133,559	133,559	116,859

2020 Expenditure Plan

Bee presented the 2020 school expenditure plan.

Paul explained the 2020 expenditure plan P&C audience.

WISH LISTS

Funding Item	2020 Funding Cost		Reimbursement Tracker	
	(nominated \$)	(Cumulative)	Reimbursed	Residual
Tumpinyeri	5,000	5,000		5,000
Literacy Resources	20,000	25,000		20,000
Technology-Podcasting	10,000	35,000		10,000
D-Block-Mural	20,000	55,000		20,000
Electronic Sign	13,000	68,000		13,000
Playground Equipment		68,000		-
MudMap	15,000	83,000		15,000
Sports equipment	2,000	85,000		2,000
\$100 per class stickers	2,300	87,300		2,300
	87,300		-	87,300

P&C Volunteer 2019
Nomination

100

Bee Sim, P&C Treasurer moved a motion to continue to use our current auditor Manser Tierney and Johnston to undertake 2020 audit. Seconded by Rebecca Cotton.

Bee Sim, Treasurer moved a motion to pass the audited accounts. Seconded by Lisa Richardson. Motion Carried.

Bee Sim, Treasurer moved a motion to approve 2020 budget. Seconded by Winy Souw. Motion Carried.

4. SUB-COMMITTEE REPORTS

4.1. Canteen

The profits in canteen and donations to the school for the benefit of the children should be communicated to the school community so they are aware of the wider benefits of canteen to the school.

Canteen will make a \$5000 donation to the school P&C this month.

Prices of over the counter and Flexi school ordered items will remain unchanged at his time.

Mr McSweeney has agreed to go ahead with Year 6 students in the canteen this year. Volunteer canteen monitors will be organised with the school. Jenny and the canteen committee will develop/organise the details such as role definition, sign in sheets, training (e.g. hygiene) and communicate with the school.

We are still waiting for communication from the school regarding the possible upgrade of electricity supply to allow fridge replacement.

Our sushi supplier is currently on leave in China and then quarantine. Jenny has sourced a temporary supplier which requires small price increase, different flavours and ordering. Plans are in place to run our mobile canteen service at cross country and athletics carnival this year.

Canteen committee meetings will be once per term, in the evening at 7.30pm at a members house.

4.2. Band and String

March Band Convenor report

We had been very successfully planning our upcoming band workshop & band & strings camp but have been advised that these events need to be cancelled for now.

The camp committee are trying to determine if we are able to reschedule with Bayden Powell for a weekend later in the year & the committee will discuss if we would like to hold the workshop later in the year as well.

Our new position holders within the committee have begun the handover process from our outgoing committee.

As my last report, I'd like to thank the whole band & strings committee for the year. This committee is full of knowledgeable, helpful & organised people who have been great to work with.

Cash in bank as of 16/03/2020 is \$9981

4.3. OOSH

March Band Convenor report

We had been very successfully planning our upcoming band workshop & band & strings camp but have been advised that these events need to be cancelled for now.

The Secretary, Normanhurst West Public School P&C, Dartford Road, Thornleigh, NSW 2120

School phone: 9484 4252 Facsimile: 9484 7354

ABN 27 621 491 988

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Our new position holders within the committee have begun the handover process from our outgoing committee.

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4.4. Uniform Pool

No update..

4.5. Languages

Finances as of 17th March, 2020

A few days after the last meeting, the teacher had a current work timetable change so she is, unfortunately, no longer able to teach our class.

I have done a phone interview a prospective teacher, who is a native French speaker, teaches conversation classes and comes recommended by another French teacher, I am lining up a time to do a face to face interview.

Classes will commence once a teacher has been secured and I will start advertising then.

Parents have been kept up to date with the situation.

Since the last meeting on 18th February, 2020

Opening \$ 651.98

Income \$ 0

Expenditure \$ 0

Closing \$ 651.98

5. Business Arising

- 5.1. Uniform Update Bec
Uniform Manager role advertisement will be closed on Wed, 18th Mar 2020. We have received 3 applications as at today and will conduct interview from next week.
- 5.2. Kindy Play Date Bee
Overall a fun day however attendance is quite low this year due to low kindy classes and current climate on social gathering. Overall we have sold 33 tickets for 50 kids capacity.
- 5.3. Amended P&C By Law Lisa
Lisa moved the motion to accept the changes to P&C by law to change the P&C Meeting frequency from third Tue of the each month during the term to week 3 and week 8 of each term. Seconded by CJ. *Minor amendment raised by CJ to change the AGM timing in By law to align the timing the new by Law.*
- 5.4. School wish list Paul/Evan
Paul presented the school wish list. The purpose is to show us what we can fundraise for.

P&C will look into opportunity of fundraising for the wish list potentially as targeted fund raising.

Funding Item	2020 Funding (nominated \$)
Tumpinyeri	5,000
Literarcy Resources	20,000
Technology-Podcasting	10,000
D-Block-Mural	20,000
Electronic Sign	13,000
Playground Equipment	
MudMap	15,000
Sports equipment	2,000
\$100 per class stickers	2,300
	<u>87,300</u>

- 5.5. Website, remote meeting etc Alex
 Alex has led the domain migration. Alex has also been able to secure office 365 for P&C for free which include 10 email accounts and we can host P&C website in Azure for free. Alex also propose to help improving P&C technology capability for sub-committees like Uniform Pool and canteen. The improvement will help save time for volunteer parents and improve efficiency.
- 5.6. Chinese class Bee
 Bee asked what's the potential of running Chinese classes in school. Evan mentioned if it is an external provider, they can reach out to school directly so school can assess the provider's insurance, license etc.
- 5.7. Social Events Christelle
 Christelle provided an update of P&C social events for this year in-light of COVID-19 concern.
- Family Fun Day (FFD) will be rested this year.
 - Band rehearsal will continue but band workshop/camp will be cancelled until further notice.
 - Kids and Dad camp will go ahead. There is no deposit paid yet for the venue and P&C Exec will discuss the timing of the event.
 - Quiz night may go ahead but no confirmed date yet.
 - Colour run will be postponed to term 3 or 4.
 - There is potential of doing movie on the green in term 3 if situation stabilises.
 - Paul proposed to do grandparents day on term 3 around the education day and re-visit the timing in term 2.

5.8 Lisa raised with Paul the issue of repairs to the bathroom wall in the OOSH room (A Block). The issue has been raised many times without resolution. Lisa asked could OOSH repair the wall as AMU will not acknowledge that part of the building exists. The cracked and broken wall presents a safety risk for children. Paul committed to chase AMU (new contact who seems to be good) to have a resolution on this.

Meeting closed 9:50 pm.
Next general meeting Tue, 12th May 2020.