



Narrabeen Lakes P&C

GENERAL MEETING – 15 NOVEMBER 2016 – MINUTES 7:30pm Library, Narrabeen Lakes Public School

Meeting Opened: This meeting is being held on the traditional lands of the Guringai people.

Attendance & Apologies: Apologies 3

- Fees paid – None

Minutes of Previous Meeting:

The 18 October 2016 meeting minutes were circulated. The minutes were accepted.

Voted prior to the November Meeting:

Voted: To confirm until rescinded that NLPS P&C approve the use of a personal credit card (reward linked or otherwise) to purchase a voted approved item(s) on behalf of the P&C when a tax invoice or receipt can be produced as per any other purchase reimbursed by the P&C, General, or Canteen Account and that any rewards points should remain the bounty of the card holder. Moved and Seconded

Voted at the November Meeting:

Voted: To spend up to \$10,000 to improve the Adventure Playground area – work to begin in 2017. Estimated budget is attached for review. Moved and Seconded

President Report:

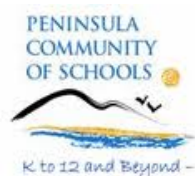
- Interview panel update –the President of the P&C will be on the panel for a new teacher, librarian and Principal for the school
- Kindy Orientation – went well, but P&C was light on volunteers to help out during the day
- Volunteer Roster for P&C Events – dates will be emailed to Eva to put on the calendar for canteen volunteers to be used

Vice President Report:

- The VP – count bikes earn money – he raised \$120 by counting bikes for Bicycle Network
- White Ribbon day will consist of egg/bacon rolls sold for a small fee and all monies after expenses will go to charity
- P&C Fee Payments Letter – this letter should be sent out for payments in week 8/9 of Term 1 as Term 3 seems to be leaving it too late
- Tiffany – has found auditors to help with the canteen audit and the P&C General audit

Principal's Report

- Writing goal –the best start has tracked children from Kindy to Year 6 specifically in writing. NLPS achieved a great result in writing compared to this analysis.
- OOSH update – DEC had to approve section 96 before it went to council, it was approved by DEC and is at the council to be approved.
- Playground update – a volunteer provided a budget proposal to update the adventure playground area. This was voted on above, so that it can get underway in 2017.
- Technology – the school has purchased 15 new Chromebooks to be used by the Year 5 and 6 students in 2017.



PRESIDENT:	Annie Kent	E: nlpspandc@gmail.com	M: 0420 738 718
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Narrabeen Lakes P&C Association • 1299 Pittwater Road • Narrabeen NSW 2101



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Treasurer Report –no report for November

**Please address all financial queries regarding this report directly by email to the Treasurer so your questions can be answered confidently with information on hand

- Canteen, P&C, and School banking – each area will be doing their own banking as it can be difficult to track when one person is dropping off money for different area
- It is an easier auditing trail if each area does their own
 - This was discussed prior to this meeting as Jane may be away and it was decided each area will do their own banking to minimize any issues

Secretary

- Correspondence – P&C Magazine for Term 4
- School Banking
 - last prizes to be ordered by the 2nd December
 - all tokens can be carried over to next year to be used for new prizes
 - new account opening day – booked in for 24 February 2017
- P&C Fundraising and Event Planner is below – this was revised based on additional information Secretary 2017 – need to put in an expression of interest in the newsletter – completed

Uniform Shop update

- Uniform shop update on Kindy sales – over \$10,000 income has been taken so far

Volunteer Coordinator Update

Fundraising Update – see spreadsheet attached

- Fundraising discussed for this year and for next year
 - Rotary Raffle – discuss extra prizes to be promoted – Ingrid
 - Prizes will be offered to the children who sell the most tickets. It was suggested a bike for 1st Prize and then other donated prizes from local businesses as 2nd, 3rd etc. prizes
 - A pizza party (or other food) would be offered to the K-2 and 3-6 class that sells the most ticket

(After this meeting a volunteer set about fundraising and was so successful in getting businesses to donate prizes that it was decided a small raffle for these prizes would be run before the school year ended with prizes drawn on the 8th December 2016)

- Earth Hour fundraiser – Candles branded with Earth Hour will be sold for 2-3 weeks before Earth Hour in March 2017. The aim is to raise funds for the school, but to also promote the environment and to switch off during earth hour.
- New – Movie night – A movie, show or something could be chosen and offered as a fundraiser for the school and a fun night out for the parents.

Canteen Committee Update – no report provided for November

Band Committee Update

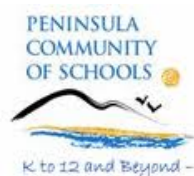
- A number of band events are happening in November/December before school is out
- It has been a fantastic year and the band is sad to see our current band conductor leaving the school, but wishes her all the best in her studies and future. They welcome the new conductor for 2017.

General Business: None

Next Meeting Dates:

13 December

Meeting Closure: 9:30pm



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Adventure Playground - scope of works and budget proposal

Item	Function	Supplier	Budgeted cost		
Stone carver	Create sculptures	Ishi Buki	Chris Bennetts 1 Chiltern Road Ingleside 02 9979 3666 info@ishibuki.com	\$1,500	\$1,500
					Covered by Year 6 gift to school.
Sand stone boulders - 2 tonnes	For placement and carving	ANL Landscaping Supplies	317 Mona Vale Road Terrey Hills 02 9450 1444	\$105 per tonne/delivered \$210	\$210
Sand stone bridge	Play area	Gosford Quarries		TBC \$1500	1500
Ground work/installation/planting	Garden installation	Design-It Landscapes	Levi Rumler PO Box 254 Wahroonga 02 9477 7004	\$2,500	\$2,500
Plants	Complimentary native planting	Design-It Landscapes	Levi Rumler PO Box 254 Wahroonga 02 9477 7004	\$750	\$750
River pebbles 75mm > 300mm stones	Dry River Bed	ANL Landscaping Supplies	317 Mona Vale Road Terrey Hills 02 9450 1444	Bulka Bag \$150	150
River pebbles 30mm stones	Dry River Bed			Bulka Bag \$137	137
4 by Metal Gabion Baskets	Base of seats (.975 x .975 x .525)		Gabion1 Vineyard NSW 02 8007 3949	\$95 each Delivery \$500	\$500
Loose sandstone	Fill 4 Gabion baskets		317 Mona Vale Road Terrey Hills 02 9450 1444	\$110 per cage 4 cages \$440	440
Hardwood Timber	Seat tops for 2 gabion benches		Warringah Timbers 9 Inman Road Cromer 02 9981 3733	\$1,000	\$1,000
Carpenter	Manufacture gabion bench tops		TBC	\$500	\$500
					\$9,187