



Narrabeen Lakes P&C

GENERAL MEETING – 18 OCTOBER 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 - 5

- Fees paid - None

Minutes of Previous Meeting:

The 20 September 2016 meeting minutes were circulated. The minutes were accepted.

Voted at the October Meeting:

Voted: To contribute \$8000 in 2017 to supporting hours for a SLSO (learning support) person for the school. Moved and Seconded

Voted: For the canteen to be able to spend more than \$1000 on fixing the freezer if it is deemed the best option to get the freezer running. Moved and Seconded

President Report:

- DJ Kit Kat was booked for 2 June 2017 for the school disco

Vice President Report:

- Interrelate was booked for 1 March 2017

Principal's Report

- Uniform Policy – school never really had a policy. A draft policy has now been created. It was created after surveying families at the school – 129 families filled in the survey and by surveying mainly Year 3-6 children. Most families were happy with existing school uniform. Only some minor changes mainly with hats – caps and beanies no longer meet sun safe guidelines and will be phased out in 2017 by end of Term 2.
 - P&C has now reviewed the uniform policy and it has now been accepted
 - A final copy will be created to be included in the Kindy Orientation information and for the school
- OOSH update – Council was not holding up OOSH as noted previously. There were some modifications with the disability access that needed to be changed along with some other minor changes and a section 96 needed to be put in with council. Before the section 96 is put in the DET had to approve the changes – 14 October approval was received from DEC.
- Playground update – none at this time still being investigated
- Principal Interview Update – 3 on the committee will include: P&C Exec member, Teacher and DET. Annie will sit on the committee for the P&C.
- White Ribbon Day – the school supports this each year and would like help from the P&C to run this event. Lawrence will communicate with the school on how best to help support the event.
- Technology fund – agreed that the money allocated and voted by the P&C previously in the amount of \$5000 for technology be spent on new equipment for the students



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Narrabeen Lakes P&C

Treasurer Report – Report attached below

**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

Secretary

- Correspondence - none
- Active Travel Meeting – Bicycle Network – Draft report has been created for the school, just seeking feedback
- School Banking – commenced again for Term 4 – \$196.51 commission for Term 3
- **Secretary 2017 – need to put in an expression of interest in the newsletter**

Uniform Shop update

- Uniform shop policy reviewed earlier
- Shop is stocked up and ready for the new Kindy orders

Following the surveys from parents and students the Uniform Committee would like to minute the following feedback and responses

Generally the survey showed satisfaction with the current uniform policy. A few points the committee will address –

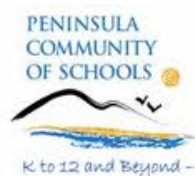
- 1) Can the girls summer uniform (tunic) be changed to incorporate a pleat for safe bike riding and ease of movement when active? *Tiff to investigate the possibility of changing the current summer tunic style to incorporate a pleat.*
- 2) It was noted that some comments requested that girls have a more gender nonspecific uniform, e.g. shorts for sport. *The Uniform Committee agree that girls can have the option to wear gender nonspecific shorts for sport.*
- 3) Many comments mentioned the difficulty of keeping white shirts and collars clean. *The comments were noted and unfortunately no action can be taken with this feedback at this time.*

Fundraising Coordinator

- Fundraising spread sheet was done up previously – Action: secretary to forward action plan to fundraising coordinator
- Ideas for fundraising to be added to the plan
- New ideas are welcome – hampers, mothers and father's day stalls, Rotary Raffle have been successful in the past, but new ideas would be great.

Canteen Committee Update

- End of Term 3 showed a \$2600 profit – great job canteen
- Canteen transferred \$4600 to P&C General account to the canteen transfer account
- A new computer will be purchased for the canteen up to \$1200 (voted Sept.)
- Freezer is having issues and may need to be fixed (see voted item regarding expenses)
- Dishwasher quotes are being sourced – was mentioned to look at leasing as an option instead of buying one outright – looking at an underbench dishwasher as there is more space underneath
- The oven is playing up a well and it has been difficult to get the mfr out to have a look at fixing it – will continue to monitor



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Narrabeen Lakes P&C Association • 1299 Pittwater Road • Narrabeen NSW 2101



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Band Committee Update – please see attached report below

New band director to be hired for 2017.

General Business:

One of the teachers brought up the need for extra funding in 2017 for SLSO's. She has asked for the support of the P&C in the amount of \$8000. This was voted and approved above for next year.

Next Meeting Dates:

15 November

13 December

Meeting Closure: 8:38pm

Band report for P&C meeting Tuesday 17.10.16

Appointment of new band director

Current Band Director will be leaving at the end of the year, as she is starting a university degree in music in 2017.

The band committee proposes to appoint a replacement for her from 2017, as well as to assist with training band and handover this term. A new band director who is well qualified for the role has been appointed. She is currently studying for a Bachelor of Music Education at the Sydney Conservatorium of Music (2014-1017) and has had practical music teaching experience at two schools, as well as casual replacement conducting and flute tutoring. The feedback received from the band committee and several parents on her direction of rehearsals prior to the Illuminate event and on the Illuminate performances was positive – she engaged with the kids well, had good control of the groups and made her expectations clear.

The band committee (by 5 votes to 0) has voted in favour of appointing the selected band director in the following terms,

- 1. that the P&C appoint the NLPS Band Director to commence in 2017, to be paid at:**
 - \$92 / h for rehearsals
 - \$73 / per call / hr for performances
 - \$37 / hr for administration**plus super.**
- 2. that the P&C pay her to assist in term 4 2016 (including by taking training band rehearsals and working with current band director and the band committee on arrangements for 2017) at \$100 / hr for rehearsals, \$80 / hr per call /hr for performances and \$40 / hr for admin.**

The band committee requests that the P&C endorse the above decisions of the band committee at their meeting on 17.10.16 (by a further vote if necessary).

As discussed with the P&C Executive, the band committee proposes that the nominated person be engaged as an independent contractor, to be responsible for meeting her own tax obligations, but that the P&C should pay super contributions.



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Treasurers Report

Balance Sheet as at 13/10/2016

Assets

CBA 0031 Main Account BANK	\$	53,171.92
P&C General Events Float	\$	200.00
Uniform Shop Float	\$	200.00
Total Assets	\$	53,571.92

Bank Reconciliation

Balance on bank statement 13/10/16	\$	53,171.92
Less: Unpresented Cheques band instrument repair	\$	50.00
Plus: Uncleared deposits		
MYOB Balance	\$	53,121.92

Pledges Outstanding

Year 2 Gardens IBL Project	\$	2,500.00
Band	\$	11,785.91
Technology \$5000 2015 \$3880.02	\$	8,880.02
Remaining Funds Available	\$	29,955.99

Activities since last meeting

Band

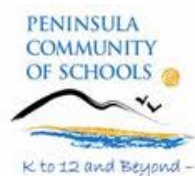
Fees Received	\$	280.00
Fundraising Donation		
Expenses	\$	420.00
Net Profit	-\$	140.00

Uniform Shop

Income - website	\$	777.77
Income - Onsite		
Expenses	\$	7,466.48
Net Profit	-\$	6,688.71

P&C Events - Father's Day Stall

Income -	\$	1,858.80
Expenses -	\$	605.83
Net Profit	\$	1,252.97



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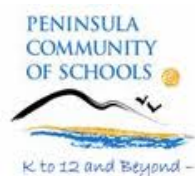
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Various

P&C General Events Float	-\$	200.00
ATO BAS		
Nfactor DVD sales		
Kids Banking - Commonbank commion	\$	196.51
Live Eftpos fee		
Interest from 0031 main acc		
Canteen Transfers	\$	4,598.77
Total Various	\$	4,595.28



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