



Narrabeen Lakes P&C

5. Canteen Survey – Karen Menzies

- a. Summary of results. 72 families completed the survey, 80% of respondents wanted a canteen to operate. The optimal number of days to be open in the beginning is 3 days a week Monday, Wednesday and Friday for lunch only.
- b. Where to from here. Form a canteen committee. Hire a consultant to help set up the canteen and then look at running a trial of the canteen in 2015.
- c. Budget estimate to be completed.

6. General Items

- a. Discussion as to what parents/school would like to spend P&C money for remainder of 2014 and start a list for 2015 – Wish List Requests in order of preference.
 1. Additional aides/teachers
 2. Smartboards
 3. Maths/Science resources
 4. Ipads
 5. Classroom Books
 6. Band Instruments
 7. Remedial Reading Programs
- b. P&C fee reminder letters – a few people paid since letter was given out
- c. Book audit/P&C book drive – the audit has been completed, but the an analysis of what is needed has not been finalised
- d. Parent Club Calendar – no update was given
- e. December P&C meeting – look at date – 16th December 2014 – this was changed to the 9th December and will take place at the Surf Rock - Collaroy

Treasurer Report

Monthly Report – see attached

Secretary

Correspondence – none reported

President Report

P&C Fee Reminder Letter – see above

President finishes in December 2014 – she is allocating, collating and sorting through the past 5 years worth of information to provide a handover to a new President or for when one is appointed

Principal's Report

- OOSH Tender Update – provider has been chosen – paperwork is being completed – will be announced soon
- Narrabeen Rotary Club – approached Andy about a fundraiser they do with 2 other schools – they have not offered it to Narrabeen Lakes in the past. Tiffany and Karen to review and follow-up.
- Parent Teacher interviews will be in Term 1 in 2015 and not Term 2.
- The staff development day planned for Friday 18 December 2015 (last day of school next year) is being moved to Saturday 7 February 2015. Staff will use the day to plan and prepare lessons for their new 2015 classes, as well as carry out mandatory online anaphylaxis training.
- A list of classroom materials for 2015 will be distributed soon.

New Business Arising

Next Meeting: 9th December 2014 at 7:30pm at Surf Rock Collaroy.



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Narrabeen Lakes P&C

Balance Sheet as at 23 Nov 2014

Assets

CBA 0031 Main Account Bank Stmt Balance MYOB	\$27,442.43
CBA 0588 Term Deposit	\$10,000.00
CBA 7729 Lakes Market	\$270.00
Petty Cash - Parent Club Float	\$100.00
Clothing Pool Float	\$65.00
Total Assets	\$37,877.43

Bank Reconciliation

MYOB Balance on 23 Nov 2014	\$27,442.43
Add: Unpresented Cheques:	
Deduct: Uncleared Deposits:	
Expected Balance on Statement:	\$27,442.43

Activities since last meeting

Ice Cream Mondays

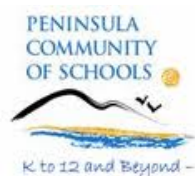
Income - 20 Oct 2014	\$80.00
Expenses - Metro Ice Creams	-\$152.10
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Income - 27 Oct	\$68.00
Income - 3 Nov	\$75.70
Income - 10 Nov	\$75.00
Income - 17 Nov	\$88.50
Net Profit	\$83.00

Special Event - Movie Night Fri 21 Nov

Income - not banked as at 23 Nov	
Expenses - Movie license	-\$220.00
Net Profit	-\$220.00

Slushie Fridays

Income - 17 Oct 2014	\$253.00
Income - 24 Oct	\$273.40
Income - 31 Oct	\$232.25
Income - 7 Nov	\$224.10
Income - 14 Nov	\$262.10
Income - 21 Nov	\$254.00
Expenses - 17 Oct	-\$41.35
Expenses - Slushie Co. x 2 invoices	-\$433.26
Expenses - Metro Ice Cream	-\$176.45



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Expenses - 24 Oct	-\$105.10
Expenses - 31 Oct	-\$67.90
Expenses - 7 Nov	-\$37.35
Expenses - 21 Nov	-\$36.20
Expenses - 14 Nov	-\$4.05
Net Profit	\$597.19

Special Event - 125th Bday

Income - reported in previous period	
Expenses - Sushi Sarah Jones	-\$240.00
Net Profit	-\$240.00

Special Lunch - Sushi Lunch 29 Oct

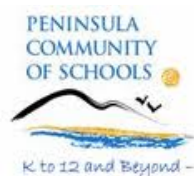
Income -	\$967.20
Expenses -	-\$709.57
Net Profit	\$257.63

Band \$ Movement

Fees received -	\$1,510.00
Expense -	
Band Fundraising Inc -	\$1,081.56
Band Fundraising Exp -	-\$395.46
Net Profit	\$2,196.10

Various

Clothing Pool + 2 x backpack	\$480.00
Parent contributions to P&C (fees)	\$590.00
Misc - Merchant Fees (Credit card fees school invoice)	-\$85.65
Back pack 2nd round order 2014	-\$3,190.00
Canteen - Bunnings shelves - Karen Menzies	-\$535.15
Misc - COLA Blinds (school invoice)	-\$17,616.00
Misc - Buses, excursions etc (school invoice)	-\$2,550.00
Misc - printing etc (school invoice)	-\$11.00
Misc - Storage Shed (school invoice)	-\$114.87
Misc - GP Technology Software - Sentral software	-\$5,250.00
That's Mine commission	\$97.87
Interest from 0031 main account	\$37.09
Interest from term dep into 0031 main account	\$330.00
Total Various	-\$27,817.71



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