



**NORTHERN BEACHES SECONDARY
COLLEGE
MANLY CAMPUS
P&C ASSOCIATION**



GENERAL MEETING - MINUTES

22nd June 2022

Video Conference

General Meeting

Chairperson: Marg Martin

Official Meeting Opened – 7.03pm

Attendance & Apologies: as per Zoom log.

Apologies: David Young, Christina Hamilton, Fiona Cahill

Minutes from previous meeting – see attached.

Motion: Review & acceptance of minutes from the previous meeting held on the 11th May 2022

Moved: Marg

Second: Michelle

Result: Approved – unanimous.

Action Items

The following comments were made:

- Trivia Night – date chosen Saturday 27th August.
- Parent donation of \$1000 to thank staff. School is thinking of organising a catered lunch at the end of the term. Due to covid - staff haven't been meeting all together and they want something that all staff can attend. Kathy noted that while the coffee tab was a great idea and was really appreciated – but not all staff were able to take up initiative as they weren't able to leave the school grounds.
- The P&C exec are developing some general principles to help guide funding request decisions in future. This will complement the existing funding request form. P&C Exec hasn't had a chance to discuss but will meet and present at the next meeting.

Correspondence: none

Presidents Report (verbal).

Marg highlighted and thanked all the teachers involved in the musical for their incredible dedication to put such a great show.

Principals Report - Kathy O'Sullivan – as per report.

Treasurers Report – Roman

Roman made the following comments:

- ACNC Charity Submission - Auditor – Ming – is reviewing the financials. Submission will be at 30th of June.
- Canteen – noted that there was a one off maintenance item which contributed to the \$5k loss.



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Motion: Cover the overspend of \$365 for science chairs from the unallocated project budget.

Moved: Marg

Second Ben

Result: Approved – unanimous

ACTION ITEM - Get in touch with those who initiated requests – remind them that remaining budget needs to be spent by the end of December.

Funding Requests

The following funding requests were discussed and funding approved at the meeting – please see the chat log for the voting record for each item.

Requester	Item	Cost	Vote
None			

Noted – that for the Musical Equipment funding approved at the previous meeting the truss has been swapped for additional staging as this was a higher priority. There was no change to the requested funding amount.

Canteen Report – Catherine

Catherine made the following comments:

- Canteen loss - \$5k loss just to the need to replace the failed cool room compressor. This was a major one-off expense.
- The loss is also of cumulation of factors such as having to buy stock at the beginning of the year after a power outage caused lost stock from the freezers & fridges.
- Noted that the canteen was still struggling to get volunteers which meant that the shifts were covered by paid staff. Volunteers – good turnout in term 1 but not so good in term 2
- Wage Increases for Canteen Staff – there is a new award rate. P&C has always kept up with award wages. Employment market is tight, so we want to keep our great staff. It is our obligation to go with the rate increase.

Motion – that the canteen staff wage increase as per new award rates.

Moved: Marg

Second: Roman

Result: passed unanimously

ACTION ITEM: Catherine / Roman will re-issue contracts to canteen staff.

- Proposed Price Increases. Noted that prices were increased at the beginning of the year. The canteen was not aiming to make a profit but needs to break even and cover costs. Catherine received feedback from the canteen staff – this is what was recommended to maintain the status quo. Canteen will also suspend making salads – can’t get the produce at the moment. Hoping supply chain issues resolve in term 3.

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Catherine noted that our prices were in line with other schools. School has a fixed population – so no growth unfortunately.

Roman commented that the canteen is currently running at a loss and could continue to make a loss for a little while as there is \$55k in the canteen bank account.

Marg commented that the canteen needs to be affordable to people and feels that the proposed price increases struck a decent balance.

There was a suggestion to continue to have few items under \$5 price point. Catherine also noted that there were daily specials not covered in the price list.

P&C wants to avoid a more radical price increase at the end of the year if prices are not put up now in case the loss increases.

Motion – P&C approve the proposed canteen price increases.

Moved: Catherine

Second: Derry

Result – unanimous - passed.

- Marg – thanked Catherine for the demanding but crucial role. The P&C really appreciate her input, balanced thinking and clarity of presentation.

Grants – Michelle

The following comments were made:

- Still waiting on approval for the bike racks from James Griffin's office.
- Submitted an application for \$66k for seating for the school gym under the NSW Community Building Partnership. 1000 chairs – with rows of 4 seats + racks + 20% individual seats for exams. Received letters of support from Kathy and Dane (College Principal). P&C has put in \$200k funding for the gym. Noted that there could be community use. This funding is needed as Kathy got funding for the retractable seating & solar panels in the project cost.
- School access – there was funding available for improved pedestrian crossings. This funding was allocated to the shared bike / pedestrian paths on Abbott Road. There was an indication from parents that they would like to see an improvement to the crossing. It will be upgraded to include a bike crossing via a second lane. This provides links through the parks to beach & Harbord Road.
- Parents have highlighted a need for a crossing at Headland Road / Harbord Road intersection. Feel that this is an incredible dangerous intersection. This goes up to St Luke's and also links the school to Pittwater Road. Council was interested in this suggestion.
- Concern about illegal U turns on Abbott Road when parents are dropping students off. Noted that the road markings are faded. Better way to turn around is to use the car park further up. If we raise this, the council will send police out to fine people for illegal behaviour. Suggestion that the council put in a roundabout along the road – but this will take some time.

Second Hand Uniform Shop

Fiona is away – but Marg gave a verbal update:

- Meeting with Pickles to discuss uniform. Noted that there is a variety of different logos across the uniform. Plan to meet with Pickles in Term 3 to discuss a few issues. e.g. no discussion around changes to blazers logo.



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Kathy has a vision to make improvements to the uniform – but has not had time to consult with the school community including the students with everything else going on. Hopes that this will be a 2023 project.

- Marg noted that the Pickles contract is between the P&C and Pickles – not the school.

Succession Planning

Next Meeting is AGM – Week 3 in Term 3.

Year 12 parents Marg, Michelle and Catherine are stepping down at the AGM – but no one so far has expressed interest in nominating for these positions so far. The P&C really need people to step up and be involved in one of those roles.

P&C Exec will let people know that those roles are available with job descriptions via various communication channels – FB / school app / weekly pines.

P&C want to highlight that job sharing is fine. The P&C holds the AGM in Term 3 as it gives us a whole term to hand over the role for the Year 12 parents who are leaving. Noted that a lot of support is given during this transition period.

Please get in touch if you want any further information or want to be nominated.

ACTION ITEM: P&C Exec to communicate AGM and roles that need to be filled

Fundraising for 2022

Trivia Night - 27th August.

Organising committee – Marg happy to help organise - but if anyone out there who wants to run a trivia night, please get in touch.

General Business

A parent commented that the bags are really heavy for year 7's and the lockers are small.

Kathy – noted that the school has started upgrading the lockers to larger ones. The first set went in Christmas last year in B block. But the current Year 7 lockers in A block haven't yet been upgraded. The next instalment is due to go in December over the Christmas holidays – due to the large cost of the upgrade.

Meeting Closed: 8.25pm

Next Meeting: Wednesday 3rd August 2022.

Notes: voting was done via the chat in the Zoom call. A copy of the chat transcript can be obtained from the secretary.