



**NBSC MANLY CAMPUS P&C
GENERAL MEETING – MINUTES
7th August 2019
7.00pm Library**

Welcome – meeting opened 7:05pm

Meeting Chaired by Karen (in Marg's absence)

Attendance & Apologies – see attached

Minutes from previous General Meeting (19th June 2019)

All present had reviewed the Draft Minutes from the meeting on 19th June 2019 with no changes requested.

Motion To accept the Draft Minutes from P&C meeting on June 19th 2019.
Proposed Catherine
Seconded Simon
Action Unanimously passed. Minutes accepted.

Business Arising from P&C Meeting 19th June 2019.

Blue Bus Program P&C Exec, Cath Whalan (10 mins)

The P&C Executive and Kathy discussed the Blue Bus Program and also had a broader discussion of the role of the P&C in recommending &/or supporting developmental initiatives across the school community.

Through discussion, the themes agreed were that the P&C role is to funnel speaker/program information to the school and to allow them to decide what aligns best with the needs of the school community.

The P&C will not endorse speakers.

Actions:

Get back to Elisa to advise that the P&C will not be supporting the Blue Bus program as this is not in the scope of the P&C role & that, the school Executive have the program information however will not be pursuing this program at this stage (Marg and Jessica)

Motion That the P&C support programs/ seminars for the school community by providing up to 10% of contribution fees (subject to budget availability)
Proposed Karen
Seconded Sally
Action Unanimously accepted with the endorsement that parents do pay some entry fee
Nigel abstained from vote as his student is leaving the school in 2019.

Minutes from previous General Meeting (15th May 2019)

Draft Minutes need to be edited and recirculated – Karen & Marg

Actions:

Action carried forward for September P&C meeting (Karen & Marg)

Water filter –

Action: all future water filter invoices all to be directed to the P&C for payment (Simon)



Principal's Report – see attached

Action: Reconfirm dates for Stage 2 of building works and verify what is in the scope of works for the job (Kathy).

Parent Seminars

Booking has been made for Wed 28th August 630 – 8pm for seminar on anxiety and perfectionism (strategies, recognising behaviours)

To be held in the Hall and bookings will be online with a relatively nominal charge

Consider use of Slido for getting parents questions as part of the evening

Action:

Announcement to go out to parent community with online booking facility (Kathy)

Thank you Night

Discussion of the Thank You night and who ought be invited and how to encourage people to attend.

Decided the event is a Thank You to all who have helped the school community over the year and so invites will be extended to supporters of the school as well as the parent/carer community.

Action:

Design invite for the Parent Thank You Night (Wendy)

Forward invite all to attend who have been involved in supporting the school (Jody, P&C Exec)

Treasurer's Report and accounts – see attached

Bushlink payments

Action:

Follow up with Jenny to confirm overall payments to Bushlink and the extent to which P&C covers these costs (Simon)

Microscopes

Now delivered to the school however the full cost is not covered by the P&C funding provided. If the school wanted to request the difference on the costs of the microscopes, the P&C will look to formally approve this

Sub-Committee Reports – (as required)

- Canteen
- Environment
- **Recycling Working Group – see attached**
- **Energy Audit Working Group – see attached**
- Clothing Pool
- **Robotics Update – see attached**
- Building & Library funds
- Alumni
- Technology
- Other reports

Energy Audit Working Group – report attached

David raised the concern that Nigel will be departing the school community at the end of 2019 and that, in preparation, we need to get traction on many of the items before Nigel leaves.

Ben questioned the extent to which the parent community want to support this energy saving initiative and that, if the P&C supported it, suggested the costs could be staged and paid through the Building Fund.



Nigel will continue to offer his support for the Energy Audits and enabling action across the school.

Actions – refer report for detailed actions and progress

- David and Nigel to continue to pursue the actions for the working group
- Cath to confirm air conditioning funding progress – Nigel & David to meet with Cath/school to discuss the air conditioning
- Identify with Chris when is an appropriate time to assess impact of turning servers off briefly over a weekend - Nigel
- Follow up with the installer of the photovoltaics as to why we are not seeing results
- Nigel come back with specific costing for a pilot classroom installation of LED lighting

Recycling Working Group – see attached

The report summary was presented

Awaiting clarification of the P&C role / what is wanted from the P&C to support the RWG proposal

Action:

Update from the RWG at next meeting including any costing proposal from Remondis

Revisit template for agenda item/proposals to require that it is clear what is being sought from the P&C & all to use this template for future additions to P&C agenda (Jessica)

Robotics

Recognition of Carlo leaving towards the end of 2019 and questioned whether there a mechanism for this initiative to be carried forward so that the Robotics activity won't be eliminated from the school's clubs/offering.

Actions:

David suggested that we look to seek ideas as to who else may be interested and consider staff, senior students, exiting students

Kathy to pursue issue re allocation of time/etc for staff to do other support

Incorporate communications strategy – target the year 7 parents, past students etc for assigning

Building & Library Fund

Building fund can only pay for building work and fixtures eg fitting a computer room, building fund can pay electricals and fixtures but not the computers (as they are not fixed items)

Action:

Ben will organize next meeting of the Building & Library fund before the next P&C

Ben to confirm the balance of each of these funds

Once a term there will be full building report with pipeline, funding and updates

Community Meeting Reports (as required)

- College Principal's Advisory Group
- Northern District P&C

Northern Sydney District Council – see attached

Karen Willetts shared her report from the meeting on 24th June 2019

Meetings happen 1x per term on Mondays and we need to encourage others to attend these meetings



P&C Vacancies - update on vacancies & options to fill Jessica / Marg (10 mins)

Discussion that there were no expressions of interest for any P&C roles

Trivia Night Sally Rodgers (10 mins)

191 tickets sold with 9 short of the total number of tickets available

Actions:

Sally encouraged people to seek any donations for the silent auctions on the night

Encourage people to make their final bookings

Posting on Facebook re year group donations for inclusion in the hampers for the auctions

P&C effectiveness

General discussion of concerns about managing time at P&C meetings when there are many topics of interest for discussion.

For the next P&C meeting, only action items will be reviewed, not the Minutes and reports. These will all be presumed as pre-read.

Action:

All reports and minutes to be read prior to meetings (all)

Action points only to be reviewed at P&C meetings (Meeting Chair)

Time allocations to be clear on next meeting agenda (Jessica)

Any questions for David re building funds to be sent to Jessica before next P&C

All agenda items emailed in advance for inclusion on agenda

Close 920pm