



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



**GENERAL MEETING - MINUTES**

**2<sup>nd</sup> December 2020**

Library + Video Conference

**Meeting Opened:** 7.10pm

**Chairperson:** Marg Martin

**Attendance & Apologies:** as per register

**Minutes from the general meeting (28<sup>th</sup> October 2020)**

Review & acceptance of minutes from the previous meeting held on the 28th October 2020

Moved: Simon

Second: Catherine

Result: Approved – unanimous.

**Update on Action Items:**

As per tracking spreadsheet.

**Principal's Report – Kathy O'Sullivan (Relieving Principal)**

As per report. The following additional comments were made:

- Trivia Night – thank you to the P&C.
- Students held a Mufti Day to raise funds for the Green Wall: ~\$700
- Building Updates:
  - LED Lighting – nothing has come through from DET on this. School has set aside 50% of the cost on this project.
  - Air Con – submitted a grant for round 2 of cooler classrooms program. Department still working on round 1 applicants, therefore unlikely to come anytime soon.
  - New lockers installed in the holidays – going to do the Maths / HSIE block.
  - Top Oval – investigating synthetic grass.
  - New flag poles for the Quad – looking to get an additional one so the school can display the Torres Strait Islander flag – currently only the Australian and the Aboriginal flag are flown.

**President's Report – Marg Martin (verbal)**

- Marg congratulated Kathy on her appointment as Principal at Manly.
- Thank you to everyone who has put in such efforts this year.
- Also acknowledged and thanked the office staff and teachers.

**Treasurer's Report and Accounts – Romain**

As per written report.

**Canteen Report – Catherine**



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As per written report. The following additional comments were made:

There was some discussion on what could be done to make the canteen more financially resilient. The aim of the canteen is to break even, while providing high quality and affordable food. The canteen lost money in 2019 but make money in 2020 due to Job Keeper. Ideas being investigated by Canteen Committee:

- Concerns about any further food price increases. Margins are product specific.
- Should the P&C subsidise it / or is it user pays? P&C Contribution was put up by \$10 this year.
- Better marketing of the Breakfast offering – suggestion of playing music in the canteen.
- Wednesday's – due to sport – lower sales as students don't have time to buy lunch from the canteen before they have to get on the bus to get to sport.
- Tuesday / Thursdays are long days due to the timetable – lunch isn't until after 1pm. So higher staffing costs. Does the canteen offer Breakfast on these days?
- Losing some revenue from students going to the Service Station across the road.
- Can't sell higher margin products anymore (e.g. soft drinks) due to Healthy Canteen rules.
- A lot of high-quality food is made from scratch on site. Looking at adjusting the menu.
- Students have been helping with service – but can only do lunch and can't prepare any food.
- Red Food Day – once a term – makes a lot of money.

Motion: Approve expenditure of \$50/head towards a staff Christmas lunch for the canteen staff. Total \$200.

Moved: Marg

Second: Simon

Result: Approved – unanimous.

## Uniform Shop – Marg

As parents were not allowed at Orientation day – plan is to setup a day where parents can book appointments to come and purchase uniforms before school goes back in Term 1.

Submitting a new price list for approval by the P&C – every item we sell is profit – as we don't pay for the donated items. Some parents can't afford Pickle's prices, so we are offering a service to the school community. Prices are roughly 1/3 of what Pickles is charging rounded to the nearest \$5. A few items have gone up in price.

Motion – that the P&C approve the new second-hand uniform price list.

Moved: Catherine

Seconded: Simon

Result: Passed

Want to be able accept payments by credit card. Square have a product – costs \$59 to purchase. They charge 1.9% transaction cost.

Year 12 – will send them an email to ask them to donate their clothes. Lack of stock is a key limitation on sales.



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**General Business:**

The following funding requests were approved:

Motion – that the P&C approve the expenditure of \$6000 for music recording equipment as per the music/band proposal.

Moved: Ben

Seconded: David

Result: Passed

Motion – that the P&C approve the expenditure of \$400 for 10 temperature data loggers to track the temperature in classrooms around the school.

Moved: Ben

Seconded: David

Result: Passed

**Meeting Closed: 9.47pm**

**Next Meeting: 10<sup>th</sup> February 2021**


















# NORTHERN BEACHES SECONDARY COLLEGE MANLY CAMPUS P&C ASSOCIATION



## Attendance:

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-  Ben (Me)
-  David Young
-  Kathryn O'Sullivan
-  Marg Martin
-  Sonia Lamarque
-  Simon Yeandle
-  Alex Newcomb
-  Anita
-  Catherine
-  Green
-  Jamie
-  Jeanette Williams
-  Olena
-  Roman
-  Simon Cahill