



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



GENERAL MEETING - MINUTES

7th September 2022

Video Conference

General Meeting

Chairperson: Simon Cahill

Official Meeting Opened – 7.05pm

Attendance & Apologies:

Zoom: as per Zoom log.

In Person:

- Catherine
- Derry
- Simon Cahill
- Fiona Cahill
- Ben
- Kathy

Apologies: Mel Corner

Minutes from previous meeting – see attached.

Motion: Review & acceptance of minutes from the previous meeting held on the 3rd August 2022

Moved: Catherine

Second: Simon

Result: Approved – unanimous.

Action Items

The following comments were made:

- add funding guidelines to website & funding requests form. Done
- Michelle to run a workshop parents ask to help how we look and apply for grants. Still to do.

Correspondence:

- Katie Burslem tendered their resignation as VP
- Pickles Uniform Shop – cheque for P&C cut of sales and reconciliation documentation

Principals Report - Kathy O'Sullivan:

As per report.

Following comments were made:

- Congratulations to Marg Martin - Public School Parent of the Year Award



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- Currently looking at staffing for 2023 – Expecting some staff positions will go to Merit selection. Will need parent reps on this panel.
- Bell times – reminder that they change next term. School will finish at 2.30 on Tuesday, Wednesday and Thursday.
- Working Bee – possible dates morning Saturday 15th October / Saturday 22nd October
- Gym - all written communication must come via Department not school as they are managing the project. But aiming to get comms aligned to the newsletter cycle.

ACTION ITEM – if you want to be involved in the interview process – please get in touch.

Q&A with Kathy

How many students have been registered to be supervised for the early bell times?

- 37 students so far - mainly 7-8 but some also in years 7-10. There is a duty of care so the school will supervise students that need it in the library. Those registered will check in and then dismissed at 3.20. The same rules will apply on Wednesday's. If you leave the school, you leave to go home. You don't come back to get the bus after a trip to McDonalds.
- Potential for band or other extra curricular activities (e.g. Debating – Masters Academy) to run during this time.

Have any parents contacted the school about phone pouches?

- In media recently, some schools are implementing a policy banning the use of phones during school hours with students placing the lockable pouch at the entry to the school. But no parents have contacted Kathy so far. School is focusing on educating students on acceptable phone use through various programs. Kathy noted that the school doesn't have behaviour problems linked to mobile phones. Highlighted that the biggest distraction is laptops and making sure that they are using them appropriately.
School is focusing on education on appropriate use of all technology – laptops / phones.

What is the agenda / format for the Year 12 final assembly

- Marisa is organising the farewell assembly. It will still include farewell from various year groups as usual.

When will Naplan results come out?

- Results are coming out soon. Alex is coordinating this but has been on leave.

Are there plans in the building works for more covered outdoor tables / benches to eat at breaks on rainy days, days kids need shade, etc.?

- Site map has been published for gym which outlines the spaces. There is a big wrap around balcony providing additional covered space when raining.
- Kathy has also had a company out to look at outdoor furniture around the school. This will be implemented in stages.



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Presidents Report (verbal).

There was a small presentation where Simon & Derry thanked the outgoing Year 12 P&C parents: Marg, Michelle & Catherine.

Treasurers Report – Roman

Roman presented the Treasurers report:

Motion: that the P&C accept the Treasurers Report.

Moved: Ben

Second: Michelle

Result: Approved – unanimously

Funding Requests

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

Requester	Item	Cost	Vote
Fiona Brien	Learning Hub	Up to \$11,000	Passed
Kathy	BushLink Funding	\$3,000	Passed

Learning Hub

Fiona presented the fit out plans for the space.

At the last meeting funding for the building work / construction was approved. These costs will split 50/50 between the school building fund and the P&C.

The builder has confirmed that it can be done over the upcoming school holidays. Therefore there is now an urgent need for funding for the fit out / resources for the new spaces.

Fiona is requesting resources for the rooms such as furniture / whiteboards / etc. totalling \$11k. Please see proposal for details.

Motion: that the P&C fund up to \$11k from unallocated projects. This money will be offset by any donations being made to the library fund over the months of September, October & November. The P&C will encourage parents to make tax deductible donations to the library fund as the P&C major fundraiser for the year.

Moved: Ben

Second: Simon

Result: Approved – unanimously

ACTION ITEM: Derry to help prepare comms on this project asking for parent donations.

Bush Link

Kathy gave an overview of the long running Bush Link programme:



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Bush Link regeneration and maintenance is run by a non-profit organisation that is dedicated to the employment for people with disability. Manly and Northside Incorporated who run Bush Link have had a mutually beneficial working relationship that has spanned many years, unfortunately that working relationship has been put on hold because of Covid related issues. The request to P&C is to restart funding so as to get Bush Link in our school again.

Benefits:

- Manly Campus students under the Year 10 Volunteering initiative engage with and develop working relationships with people of disability
- Developing and maintaining strong community relationships in the Northern Beaches
- Reinforcing inclusion as a major focus in our school community
- Reinforcing environmental management and sustainability as a focus at our school and our students are aware we are active in this area
- Ensuring the school grounds are of a well- maintained standard

Motion: that the P&C fund \$3k for bush link which will cover costs for the remainder of the year.

Moved - Ben

Second- Derry

Result- Passed.

There was a brief discussion on the name of the school due to an upcoming project Kathy is working on to do a visual rebrand to standardise the signage around the school. Kathy has confirmed that the official school name is Northern Beaches Secondary College Manly Campus. Kathy investigated whether the school could be called Manly Selective Campus – but the Department did not approve this name. The rebrand project will also look at standardising the name across the school uniform in 2023.

Subcommittee reports:

Canteen - Catherine

- Noted that finances had improved.
- Going to employ an additional person – to help balance out the workload.
- Also noted that Salads are back on the menu!

Looking for someone to step into the canteen committee role. Catherine has kindly volunteered to help with the hand over. She has put together a pack outlining everything involved in the running of the canteen. The role can be shared among a few people. It is great experience of for running a small business. Noted that Tomoko has taken on Flexi schools and the Volunteer organisation. So the role will be focused on staff, coordination and special projects.

ACTION ITEM: if you want to get involved or know anyone who may want to join the canteen committee please get in touch.



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Second Hand Uniform Shop

- New square reader working well.,
- Next event - opening before school and lunch time for year 10 students to purchase senior polos - Bargain \$15 not \$38 from pickles.
- If you want to volunteers for join uniform shop please get in touch via email Manlysecondhanduniforms@gmail.com – it is a small commitment of only 1hour per month.
- Orientation day - 29th of November. Needs volunteers.

ACTION ITEM: if you can volunteer at the second hand uniform shop or at orientation day please get in touch.

Grants - Michelle

Following the presentation from students last meeting about their planned games program Michelle applied for a grant from a mental health charity and was successful - received \$1000.

Will need to work with the SRC to do the reporting / attestation.

Kathy noted that at Pinestock – the games that the P&C funded were a big hit at the event.

Vacant Positions

VP – currently 2 positions available. It is a great learning opportunity and way to get involved in the P&C without a large workload or responsibility. Various P&C Exec members spoke about their experiences being on P&C and the value that they get from being involved in the school.

The vacant canteen committee role was discussed in the canteen update.

ACTION ITEM: if you wish to join the P&C and want more information on what is involved in either role please get in touch with anyone on the P&C exec.

P&C Working Bee / Environment - David

- Proposed dates of Saturday 15th and 22nd October. Details TBC.
- The College Parents Advisory Group discussed environment initiatives. There is currently Department funding on waste programmes in schools. Recycling options will be investigated in 2023. School wants to do a waste audit first, then as part of an education campaign also roll out better recycling options.
- Green wall - starting to look better now that the plumbing has been fixed. New plants coming in spring.

Year 12 graduation – Marg Martin

Noted that the P&C usually fund a photographer and giant light up letters to decorate the event.

P&C will investigate adding refreshments if it can be fit in time. Historically the P&C catered the event – but this was put on hold due to covid over the past few years.

There is a budget of \$5k assigned to this event.

Meeting Closed: 8.37pm



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Next Meeting: 7pm Wednesday 26th October

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