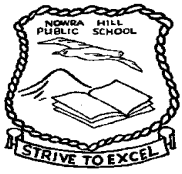


NOWRA HILL PUBLIC SCHOOL - P&C COMMITTEE

Minutes of Meeting Tuesday 12th March 2019

Meeting Opened: 6:41pm

1. **Attendance** – Tracy Reece (president), Kerry McCallum (vice-president), Maxine Starkey (secretary), Kylie De Brett (treasurer), Libby Woods (uniform coordinator), Jackie Nolan (canteen coordinator), Georgie Paulin, Katrina Gee, Jo West (Acting Principal), Sally Reminis (Kindergarten Teacher NHPS), Massi Irajizadeh
2. **Apologies** – Courtney Usher, Jenna Nichols, Kim Domazar (Assistant Principal NHPS), Sharon Starkey
3. **Review and Acceptance of Previous minutes** – Moved by: Maxine Starkey Seconded: Libby Woods
4. **Outstanding Matters** –
 - a. **Outstanding Invoices/Receipts** – This has all been finalised and completed
 - b. **Variety Bash 2019** – The first meeting of the Variety Bash sub-committee will be held on Tuesday 19h March at 12 Monterey Drive, Nowra Hill with parent volunteers and teachers from NHPS. (see attached for further information)
 - c. **Canteen Day to Friday** – Jackie has looked into this and it is not possible as it will clash with the Redbacks Pie & Popper fundraising.
5. **Correspondence** –
 - a. **Incoming Correspondence** – Bank statement, Fundraising info from Design A Brick, canteen Buyers Guide, P & C Federation volume 1 2019
 - b. **Outgoing Correspondence** – NIL
6. **Reports** –
 - a. **Principal** – see attached
 - b. **Treasurer** – see attached
 - c. **Canteen** - Going really well, Kristy Hawkins and Kirsty O’Connell are regular helpers and the canteen has been getting busier and turning a profit. The orange quarters idea is going ahead, a note went into this week’s newsletter. Jackie has requested that we look into getting a new fridge for the canteen. Maxine is going to look into whether the fridge is a school asset or a P & C asset before we move forward. **Maxine to action**
 - d. **Uniforms** – Year 6 say a big thank you to the P & C for paying for the printing of the year 6 shirts. \$253 cost to the P & C. Incoming funds \$910, outgoing funds \$352 (for the shirts, the difference was paid for by the kids who wanted a second shirt). Libby is cutting back the hours of the uniform shop to just Friday afternoon 2:30pm



– 3:15pm. No one has shown any interest in taking over the Uniform coordinator position at this stage.

7. **Fundraising** –

- a. **Easter Raffle** – Katrina has purchased the raffle tickets and will begin stamping them with the NHPS stamp. Katrina drafted a letter to businesses requesting donations, this was passed around to members who made minor adjustments, it is now ready to be handed out. Also the note to be attached to the books of tickets was approved with a minor change to text. Jenna Nichols has kindly offered to donate 2 x \$25 vouchers to her beauty business and Katrina sourced 5 x 1 hour play passes from Matty’s Playtime. Further donations are still being sought. A note has been running in the school newsletter asking the school community for donations as well.
- b. **Entertainment Book** – Tracy is going to contact them to organise for 50 books to be sent to the school. These books will be kept in the office and only handed out when paid for. The digital membership will also be available for purchase. Tracy nominated Maxine to be the coordinator for this fundraiser. Libby seconded, all in favour. **Tracy to action the organising of the books. Maxine to action ongoing as coordinator**
- c. **Orange Shirts for Harmony Day** – Tracy suggested the P & C purchase a number of orange shirts to then on sell at a small profit to the students for Harmony Day. It was decided that there aren’t enough sizes available and not enough time to organise.
- d. **Picture Fundraisers** – Carried forward to the next meeting. **Tracy to action**

8. **General Business** –

- a. **Affiliate Email** – Maxine found out that we have a P & C email address (nowrahillpublicschool@pandcaffiliate.org.au) which will now be used for all correspondence.
- b. **Cross Country Carnival Friday 5th April** – Jo thought it may be an opportunity for the P & C to offer oranges and water or ice blocks from the canteen. \$1 for a bottle of water, \$1 for an ice block etc. Kerry to organise, Katrina and Tracy will help on the day.
- c. **School Newsletter** - Jo also asked if the P & C would be able to contribute regularly to the school newsletter so we have a P & C section in the newsletter each week.
- d. **Concrete Revamp** – see attached
- e. **Year 6 Shirts** - Thank you to Libby for organising the year 6 shirts for this year. A lot of effort went into this.
- f. **Teacher Payments** - carried forward to next meeting

9. **Proposed Next Meeting** – Tuesday 9th April 2019 6pm in the Library

10. **Close of meeting** – There being no further business the meeting was closed at 7:45pm