



NARRAWEENA PUBLIC SCHOOL
MINUTES FOR THE P&C ASSOCIATION MEETING
TUESDAY 13th May 2025



Meeting Opened:	7:02 pm	Meeting Closed:	8:31 pm
Present:	16		
Apologies:	Danielle S, Emma C, Kara T, Renee C, Elissa B,		

1. Welcome and apologies			
Apologies as per above			
2. New members and visitors			
3. Review and acceptance of previous minutes			
Minutes published here - Parents' and Citizens' Association - Narra-weena Public School (nsw.gov.au)			
Motion to accept:		Kate B	
Seconded:		Sarah J	
4. Correspondence In/Out			
4.1. Correspondence In:			
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> An email from Services NSW regarding our P&C compliance in the Active and Creative Kids voucher program. A review was made, and following their assessment, we were found to be in compliance with terms and conditions. No further action required at this time. <input type="checkbox"/> Correspondence regarding the hiring of a new canteen manager. 			
4.2. Correspondence Out:			
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Keitana sent an email to Sally Carmody from local govt and Ricky Kwok from council, asking for an update regarding the schools safer crossing budget allocation. No response received. 			
5. Presidents Update: Frank V			
<ul style="list-style-type: none"> - Canteen - we are looking for a new manager. We have had a few interviews, thank you to Tim for being highly involved in the interview process. Two candidates at the moment. Big thanks to the part time staff for keeping things going so smoothly. - Thank you to all involved for the recent fundraising events: easter, election and bbq. With the mothers day breakfast, we are especially grateful for fathers for stepping up and helping to treat the mothers in our school. The highlights of the day were the photo booth and the coffee carts, these were very much enjoyed, and they were sponsored which helps with finances. The mothers day stall went so well over the mornings, everything ran so smoothly. - We have a bit of a break until our next event, which will be fathers day. We are thinking of starting the event half an hour earlier to ease congestion with serving the breakfasts. 			

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6. Explore & Develop: Amanda R

Vacation Care was once again a great success! The children had an amazing time, especially during our visits to the Swing Factory for golf, and bowling and karaoke in Chatswood. LEGO Robotix was also a huge hit—so much fun was had by all. We're proud of how adaptable the children were to the changes in routine due to the ongoing works in the hall. Thank you to Miss Fox for letting us use her space.

We're also very excited to welcome Riley back to the team after spending a year in Canada. Many of our children will remember Riley, and it's lovely to have her return.

We're looking forward to the upcoming completion of the pathway works outside the baby room entrance. This will make a big difference, as we've had several little ones stumble on the uneven surface.

This week we are promoting National Road Safety Week and National Families Week, thank you to Mark Stevens for sharing some resources with us, the children have enjoyed colouring these and we are looking forward to Walk Safely to School Day this Friday.

Last week, we had a wonderful time celebrating all our mums and special people. Families were invited into the LDC to create lasting memories with their children, and we were thrilled to welcome over 100 mums across the five days.

7. Sub-committee reports

7.1. Uniform Shop Report – Paula P / Clare P

Thank you to our helpers

Everything is moving along well.

It's certainly been busy with families getting ready for the winter season.

Off the top of my head, I can't think of any issues.

We do have a lot of 2nd hand items in stock, in particular s/s & l/s polos (mainly in the smaller sizes) so maybe a reminder to parents on that. Not enough stock for a second hand sale at this stage. The second hand uniform after school sales do really well, so when we build up more stock, we will run another one.

Motion to accept: Jess M

Seconded: Tim M

7.2. Canteen Report – Sarah C.

· Would like to give a big thank you to the ladies who have been working to keep the canteen running smoothly, Wednesday to Fridays. Kerry Gotham, Rita, Beth and volunteer Kerry Phillips, I have been in on Mondays and Tuesday and then helping behind the scenes the rest of the week with ordering supplies, flexischool and filing etc.

· There have been a couple of mums reaching out to volunteer so hopefully we can get some more and also hope

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they become regular helpers like Kerry Phillips.

· The first Monday back after the election we were very disappointed to arrive at the canteen and be greeted with items left behind from the election day BBQ. We do ask that the canteen be left in the same condition that it was found and any items like bread crates, tubs and BBQ utensils etc be taken to the p and c storage room and not left on the bench tops and blocking the walkway in the canteen. On Monday's we receive a large order and for OHS the walkways need to be kept clear. If items do need to be left and there is no other alternative, then we ask that all items are collected and removed by a p and c member no later than 8:30am before canteen staff arrive.

· In previous meetings we have also asked that for events like BBQ, carols etc that a separate cash float is organised and used by the p and c. On the Monday the staff opened up the till to find that it had been used and the money that replaced it though the correct value it was just \$10 and \$5 notes, this is not acceptable as they staff need coins ,to be able to give the children change and they should not be expected to have to try and source the correct currency amounts, when it was left by them at the correct amount at their last shift.

· The canteens Healthy Menu Check is also up for renewal. The Healthy Food Information Service verifies if a school canteen is meeting the Food and Drink Criteria that underpins the NSW Healthy School Canteen Strategy. Schools that pass the menu check receive a 'Great Choice' badge and certificate to display in the canteen. The certificate is valid for three years from the date of issue. Schools are required to re-submit to the Healthy Food Information Service every three years to check that their canteen is still meeting the Strategy.

· I have filled in the required information and informed Julie Torney and forward the required form for Julie to sign off, before I submit it to the Healthy Food Information Service; to meet the criteria a schools menu needs to be a minimum of 75% everyday foods and max 25% occasional. NPS current menu exceeds more than 75% of the min requirements and is in a better position than it was last time the menu was submitted and approved, so I have no doubt that the canteen will receive the "Great Choice" badge and Healthy Canteen tick of approval again. I will keep everyone posted on the results.

· Fridays are by far the canteens busiest day, no matter what items are on the menu everything seems to sell, on average the canteen will have 280 orders on a Friday which ends up being around 500+ individual labels that need to be put on drinks, bags etc. Currently there are only 2 paid employees on a Friday and if they are lucky a volunteer can come in or another casual if available, even with 2 experienced workers and a volunteer Fridays are still a lot. Previously PSSA lunch orders have been offered to students who leave to do sport off school grounds, but at this current point in time the canteen will Not be able to offer this service to PSSA Students in years 3-6 as it is just not physically possible. The service can be offered again once there is a canteen manager, but until then the ladies' apologies, but they just won't be able to do it. If parents wish to get their child food, they can order from the recess menu items and the child can take that food with them otherwise they will need to bring a packed lunch.

· A big thank you to Julie Torney and Liz Bashman for helping out the first Friday back with packing lunch tubs and serving , the ladies were very grateful.

· Workplace health and safety issues to report. None to report.

Discussion: We have a few new people in these roles (fundraising co-chairs and treasurer) who were not aware of the problems this caused. Thank you for letting us know about these issues, we will take that feedback regarding P&C items left in the canteen and it won't happen in the future.

The canteen float monies were not used,. The canteen float was moved so the P&C could use the cash drawer with a

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separate P&C float - there was confusion about where it was placed, and Tim was able to help to find it.

The bread roll crates were supposed to be picked up before 8.30am by the supplier, that should not have been left in the way.

Healthy food form has been signed by principal and sent back to Sarah.

A note has been sent out today which included ordering from the ISS lunch menu, so we will need to pull together some volunteers to help continue with the ISS menu for fridays. Jo available this friday, Georgia available to help some days, good idea to promote in class chats, Tim friday 11-12. Matilda to do a sign-up page.

Timing for canteen helpers: 10.30am-2.30pm, but if volunteers can only spare one hour 11am-12pm is also helpful.

Volunteers need to have WWCC.

We may need to look at simplifying the menu to make things easier for the canteen workers and volunteers.

Motion to accept: Jess M

Seconded: Kate B

7.3. Band Report – Danielle S

- The band report is as follows:

- * Musical minds festival confirmed for 14th and 15th of June
- * Musicians will be attending the Northern Beaches Instrumental Festival
 - Training band at Pittwater HS. 3rd June. 5pm
 - Concert band At Pittwater HS. 31st May. 11.20am
 - String Ensemble at St Luke's Dee Why. 14th June. 3pm
- * Rehearsal for Festival of Instrumental Music is June 24th at Meadowbank Public school.
- * Concert is then at the Opera House on the 24th of August.
- * We are still awaiting return of some invoices. Follow up emails have been sent.

Motion to accept: Clare P

Seconded: Nick T

7.4. Fundraising Report – Sarah J and Jess M

Hot Cross Bun Recess Orders:

286 Bun + Egg Orders at \$3.50 each, we made a profit of \$800

Jess did a great job placing the hot cross bun order with Woolworths and getting a \$100 gift card donated to cover most of the cost of the buns. We also waited for the hollow Easter Eggs to go on sale before purchasing those.

Easter Hampers:

With the contributions from the school families we were able to make 83 Easter Hampers.

1422 Raffle Tickets Sold - \$4,330

We received a large amount of donations from the community, which we are very grateful for.

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Big thank you to all the volunteers that morning who helped set up the Hamper table and assemble all the recess orders and deliver them to the classrooms. A lot of our kids were a big help

Election BBQ:

We sold over 900 sausages and a massive amount of baked goods and cold drinks. Sausages sold out before noon, bake sale wrapped up around 2.30pm. Leftover drinks.

Again, thank you to all of the volunteers, it was a massive effort and ran really smoothly. We had so many enthusiastic and helpful students there on the day as well.

We note that Footy and Soccer were cancelled on that day due to the weather, so that definitely contributed to the foot traffic to the school and the increase in Sausage sales.

Idea:

We could consider putting it out to local Coffee Vans that they can come and setup in the school grounds for the duration of the Election BBQ and sell coffee (no cold drinks) and charge a fee. Having a coffee van could increase the traffic each year if people know there is more than just the sausages and cakes.

Do we need to let local cafes know that we are having a coffee van?

Could do small face painting or tattoo stickers for \$2

Selling out of sausages so early was a negative - we could have sold many more. Many voters coming from 12-1pm planned to buy for their lunch and were disappointed, some bought from the bake sale, some did not. This is a tricky thing to forecast and we don't want to be stuck with leftover with stock.

Mothers day stall and breakfast:

Gifts: Total gifts purchased = 482. 361 Gifts purchased on Flexischools. 121 Cash Gifts

Most popular:

- Flower Pots from Bunnings
- Jewellery
- Keyrings
- Journals and Yearly / Weekly Planners
- Bath Salts
- Frames

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- Beanies

- Candles

- I love Mum Mugs

B&E Rolls: Total B&E Rolls & Cupcakes Sold = 380. 359 through Flexischools + 21 cash sales

The feedback has been overwhelming. There was a really nice vibe with Simone singing and the Photobooth, Coffee and B&E Rolls. We had an overwhelming response from our Volunteer Dads and managed to have all spots filled by them, except for Jo who very kindly assisted us on the check-in desk.

What we can improve on:

- Ran out of cooked Bacon at one point

We were at a standstill with no bacon for a little while even though we started cooking from 6AM (it can sit cooked and warm in bain maries or the oven in the canteen to keep warm).

- Reducing lines for Photobooth and Coffee

Allow guests to enter the school from 7:30AM for the Photobooth and Coffee to reduce the size of the lines but stick with Breakfast service at 8AM. Could open as early as 7am, as long as the parents are maintaining supervision of their children until 8.30am. The coffee cart was supposed to be for the mums only - some children were getting hot chocolate drinks, which did not keep in line with safety and the risk assessment - no children handling hot beverages.

- Gift Stall Cash Sales to be moved to the 3rd morning only

We have agreed that it would be best to move our cash sales for the gift stall to the last morning only. We want to make sure the students that have prepaid on Flexischools get a fair chance to choose from the large selection of gifts before other students start coming back paying cash for extra gifts. We had a few students wanting to purchase 3-4 gifts with cash, which is totally fine, but would prefer the pre-paid students have their chance to select first.

Ideas for future events:

- Continuing the live music theme

We would love to have Simone back, she was amazing! But if she is not available next time, we could put word out to our community if there are any up and coming solo/duo musicians that would like to play at our events to promote their talents – perhaps students of Narraweena or family members.

- Sending out sponsorship packages/opportunities well in advance

7.5. Treasurer's Report – Tim M

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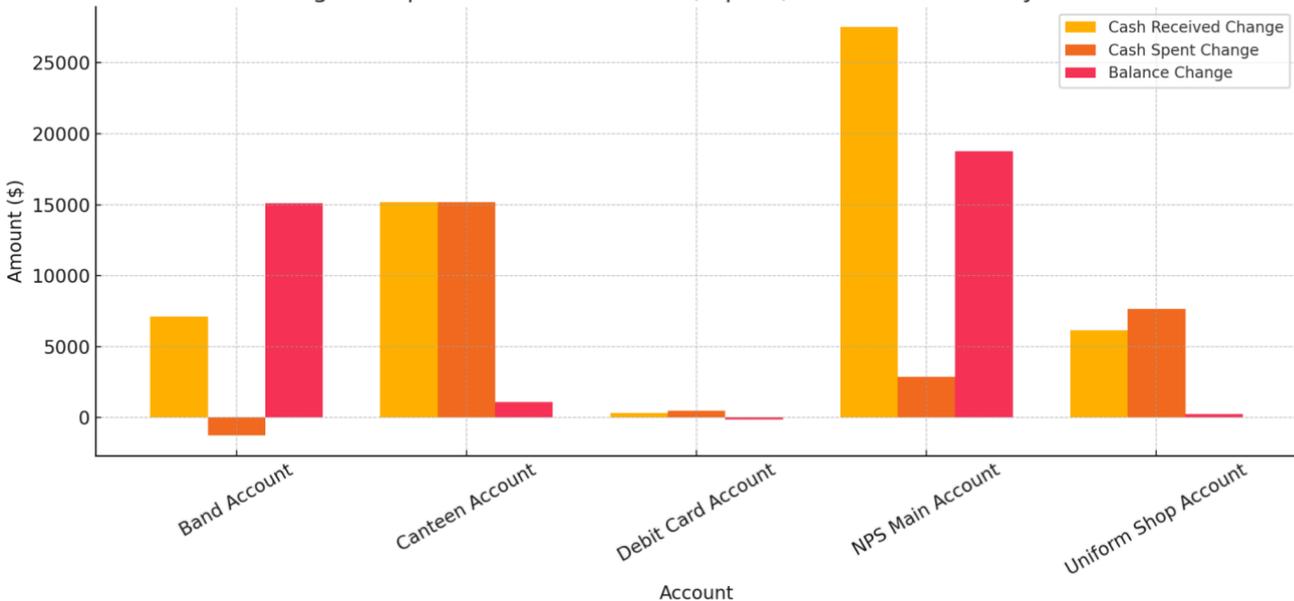
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Bank Summary

Narraweena School Parents & Citizens Assn
For the period 18 March 2025 to 12 May 2025

ACCOUNT	BANK ACCOUNT TYPE	STATUS	OPENING BALANCE	CASH RECEIVED	CASH SPENT	CLOSING BALANCE
Band Account	Bank	Active	24,812.19	9,321.91	1,240.00	32,894.10
Canteen Account	Bank	Active	7,078.49	26,160.93	29,410.98	3,828.44
Debit card account	Bank	Active	303.05	642.42	688.74	256.73
NPS Main account	Bank	Active	70,986.81	35,548.66	12,318.75	94,216.72
Uniform Shop account	Bank	Active	70,003.64	10,217.91	13,825.83	66,395.72
Total			173,184.18	81,891.83	57,484.30	197,591.71

Change Comparison: Cash Received, Spent, and Net Balance by Account



CHANGE FROM LAST REPORTING PERIOD (25 FEB 2025 - 18 MAR 2025)

- Total cash received jumped significantly by +220% (from \$25,592.49 → \$81,891.83)
- Total cash spent also increased by +76% (from \$32,592.00 → \$57,484.30)
- Total closing balance rose from \$163,090.16 to \$197,591.71 (+21.2% or +\$34.5k)
- Key Insights:
 - This period covered both the Election Day, Mother's Day and Easter Hat Raffle. Election Day and Easter Hat Raffle were significant revenue and profit contributors
 - Moving forward we will be looking to set budgets for each of the events after doing analysis of previous events to understand where we can further optimise our profit

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MAIN ACCOUNT:

- Cash Received: +343% increase (\$8,021.14 → \$35,548.66)
- Balance Increased by +24.88% (+\$18.8k)
- The reliance on high cash inflows in previous periods is evident
- Other updates:
 - Stripe payments and the use of the Eftpos Air are making it easier to collect payments
 - Frank and I will be heading in to the Bank to agree on a potential term deposit for some of our cash while balancing general liquidity needs
 - Will be looking at implementing Hubdoc to assist with all invoices and expenses received

BAND:

- Cash Received: +322% increase (\$2,210.00 → \$9,321.91)
- Cash Spent: Dropped by 50% (\$2,501.71 → \$1,240.00)
- Balance Improved by +85% (\$17,799.10 → \$32,894.10)
- Overall there has been excellent performance for the Band with increased revenue, reduction in costs and the balance almost doubling

CANTEEN:

- Cash Received: +138% increase (\$10,983.46 → \$26,160.93)
- Cash Spent: +106% increase (\$14,244.39 → \$29,410.98)
- Balance grew from \$2,752.63 to \$3,828.44 (+39%)
- Although the balance is up, the Canteen is spending at almost the same rate as it earns. With some of the major activity out of the way, we will be undertaking a review and providing a report back to the P&C for consideration

UNIFORM SHOP:

- Cash Received: +151% increase (\$4,064.17 → \$10,217.91)
- Cash Spent: +123% increase (\$6,188.42 → \$13,825.83)
- Balance stayed stable (only +0.35%)
- Revenue growth is excellent, but higher spending has eaten into some of the gains

YEAR TO DATE (1 JAN 2025 - 12 MAY 2025)

ACCOUNT	BANK ACCOUNT TYPE	STATUS	OPENING BALANCE	CASH RECEIVED	CASH SPENT	CLOSING BALANCE
Band Account	Bank	Active	24,765.81	18,900.00	10,771.71	32,894.10
Canteen Account	Bank	Active	5,971.13	56,724.52	58,867.21	3,828.44
Debit card account	Bank	Active	338.68	1,250.52	1,332.47	256.73
NPS Main account	Bank	Active	80,573.08	47,250.95	33,607.31	94,216.72
Uniform Shop account	Bank	Active	56,842.63	29,971.01	20,417.92	66,395.72
Total			168,491.33	154,097.00	124,996.62	197,591.71

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YTD P&L YoY COMPARISON:

	1 JAN-12 MAY 2025	1 JAN-12 MAY 2024
Trading Income		
Band Camp	-	2,505.00
Band tuition income	18,315.00	18,395.00
Canteen - Daily takings	48,713.95	51,815.88
Canteen catering	-	40.60
Fundraising income	33,029.12	5,420.80
Instrument Hire	3,750.00	3,788.00
School parents P&C Contribution	100.00	-
Transaction fees	286.22	-
Uniform Sales	25,020.30	28,405.51
Total Trading Income	129,214.59	110,370.79
Cost of Sales		
Band wages expense	1,781.00	7,870.00
Canteen supply purchases	33,711.43	33,213.17
P&C Purchases	127.96	-
Uniform COGs	18,047.80	19,246.94
Total Cost of Sales	53,668.19	60,330.11
Gross Profit	75,546.40	50,040.68
Other Income		
P&C Membership Fees	1.00	34.00
Total Other Income	1.00	34.00
Operating Expenses		
Band expenses	3,706.71	2,556.71
Canteen equipment	44.99	-
Canteen Wages and Salaries	25,658.90	29,399.46
Fundraising expenses	8,880.69	5,663.08
Merchant Fees	308.09	281.31
MYOB and Xero Subscription fees	449.54	396.00
Recruitment expenses	539.00	-
Stripe Fees	220.82	-
Superannuation	2,904.76	3,226.47
Uniform shop expenses	-	34.00
Total Operating Expenses	42,713.50	41,557.03
Net Profit	32,833.90	8,517.65

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COMMENTARY:

- Revenue (Total Trading Income)
 - Rose by \$18,843.80 (+17.1%), from \$110,370.79 to \$129,214.59.
 - Driven by strong fundraising (\$33K vs \$5.4K last year) and steady performance in canteen takings and tuition
- Cost of Sales
 - Total Cost of Sales dropped by \$6,661.92 (-11.0%) despite higher income
 - Indicates stronger gross margin control, especially in areas like uniform COGs and band wages
- Gross Profit
 - Gross Profit grew by 51% to \$75,546.40
- Operating Expenses
 - Total Operating Expenses increased by just 2.8%, from \$41,557.03 to \$42,713.50.
 - Modest increase driven by:
 - New costs: Recruitment, Stripe fees (which we make back) and increased fundraising costs
 - Slight rises in subscriptions and superannuation
- Net Profit
 - Net Profit increased from \$8,517.65 to \$32,833.90, a +285% increase
 - This is the most important result as we are generating more than 3x the surplus compared to the same period last year
- Overall comments:
 - We are seeing healthy financial performance year-over-year, achieving strong revenue growth, tighter cost control, and a 285% improvement in net profit
 - This reflects well on both operational efficiency and strategic fundraising efforts
 - Moving forward we need to keep a continued focus on high-performing revenue lines and careful control of rising costs to sustain this success

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EVENT SUMMARIES:

ELECTION DAY	
Incoming	
Eftpos Air takings	\$2,416.77
P&C Eftpos Machine	\$2,111.30
Cash takings on day	\$2,732.80
TOTAL INCOMING	\$7,260.87
Outgoing	
Signage and posters: Frank Valentino	\$196.68
Ice: Matilda Heyes	\$40.00
Extra sausages and onions: Michelle Fay	\$405.20
BBQ supplies: Jess McPherson	\$953.70
Devitt's Meats	\$1,104.80
TOTAL OUTGOING	\$2,700.38
Profit / Loss	\$4,560.49

MOTHER'S DAY 2025	
Incoming	
Photo Booth sponsorship	\$400.00
Coffee Cart Sponsorship	\$655.00
Cash takings	\$924.00
Flexischools	\$4,979.70
TOTAL INCOMING	\$6,958.70
Outgoing	
Gifts: Sarah Johns	\$428.60
BBQ supplies: Sarah Johns	\$68.30
Kent paper	\$194.90
Photo Booth	\$800.00
Cupcakes	\$886.50
Gifts: Michelle Fay	\$672.80
BBQ supplies: Jess McPherson	\$266.00
Gifts: Jess McPherson	\$84.00

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Kent Paper	\$74.36
Coffee Cart	\$1,155.00
Gifts: Sarah Johns	\$843.00
TOTAL OUTGOING	\$5,473.46
Profit / Loss	\$1,485.24

EASTER HAT PARADE 2025	
Incoming	
Raffle Sales	\$4,291.65
TOTAL INCOMING	\$4,291.65
Outgoing	
Easter recess hot cruss buns: Jess and Geoff	\$192.00
Extra hot cross buns: Sarah Johns	\$9.00
TOTAL OUTGOING	\$201.00
Profit / Loss	\$4,090.65

Motion to accept:	Georgie W
Seconded:	Sarah J

7.6. Grant-writing report - Emma C

No update at this time. With the results of the election, there may be more opportunities, will update you.

8. Principal's Report – Julie T.

Acknowledgement of country

School grounds

Playground - playground is there in situ

Softfall - Playground supply company now need to make drop test (safety test) to meet regulations, then fences can come down and kids can play. We are mindful that this is new and exciting, and the teachers will manage turn taking.

Other

The next playground job was meant to start yesterday, to smooth out the top playground but there have been delays. Once the top playground is complete, then the lower playground will be redone, in two phases to maintain usability for all.

Formal thanks to the entire P&C for these events that have been to help our school and our children. The vibe is so lovely and pleasant, great community feel

Class loading A few new families have joined our school, which is lovely, but it is a little complicated in terms of class loading. The year 1 class numbers are now a little higher than desired. We have employed an additional teacher for 1 day/week to support literacy and numeracy.

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NPS budget - 4 sources of income, dept of ed, hire facilities (explore and develop), voluntary contributions, P&C
The majority of our income is spent on wages, approximately \$200,000 is allocated to run the school.

Expenditure - salaries (all staff), educational resources, maintaining facilities, services (electricity etc) admin (office suppliers etc)

Currently spend further funds on additional SLSOs, additional teacher time for professional learning, buildings/grounds.

Teacher wish list: replacement and extra technology (smart boards, ipads, laptops etc), playground (fun things to do, more activities, quiet area, rejuvenate the oval), hall sound system, library shelving, gazebos, furniture (desks and chairs refurb). Suggestions from floor - Hall curtains or better quality projector for the hall.

Suggestions for other projects from the P&C are welcome.

Return and earn - sustainability and a potential additional income for P&C; we pay waste management, drinks from the canteen are the return and earn containers. We would need special bins in the main eating areas. We could have a roster of volunteers to take the return items.

Nancy

Academic Report - report at the end of this term will look different, due to a policy change of the requirements from the dept of ed.

Example report discussed. The term 'sound' is replaced with 'expected', letters replaced with standard A-E

General comment at the beginning rather than the end, more in depth than previous years. Includes attendance.

KLAs include English, Maths, Creative arts, HSIE.

9. Actions from last meeting:

Safer school crossing at Alfred st and at Parr Parade.

Letter to the council and local member of parliament was sent at the end of June 2024.

We received an acknowledgement from the council, start of July.

We received an email from Sally Carmody (an electorate officer and the school liaison officer) who is in communications with the council supporting us with this request, mid July.

9th August. We have received another email from Sally Carmody 9th August with the update that councils rely on state funding for road and safety improvements around schools. 6 raised pedestrian crossings and 3 raised platform intersections, in the roads surrounding Narraweena Public School, *which include Waratah Parade, Ronald Avenue, Parr Parade and Alfred Street.*

10th Sept. We received an email from Ricky Kwok, Traffic Engineer, with the official response from council: Council relies on State funding for many of the road and safety improvements projects

No actions required at this time. Decisions regarding funded projects are expected to be announced in early 2025, and Council will provide further communication with the School if we are successful in obtaining funding.

Keitana sent email to Sally March 20 asking for update, no response.

Keitana sent email to Ricky Kwok May 11 asking for update.

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<p>around Schools. Council has submitted a Narraweena Safer Schools Package to obtain funding under the School Zone Infrastructure program. The overall package of works includes concept designs for 6 Raised Pedestrian Crossings and 3 Raised Platform Intersections, in the roads surrounding Narraweena Public School; which include Waratah Parade, Ronald Avenue, Parr Parade and Alfred Street. The total cost of works is estimated to be over \$1.25 million. Decisions regarding funded projects are expected to be announced in early 2025, and Council will provide further communication with the School if we are successful in obtaining funding.</p>	
?	
10. General Business	
<ul style="list-style-type: none"> ● Advertising opportunities on the school fences (item from Sarah J). Other schools use fence space for advertising, this could be a good revenue source for our school. ● Julie would need to review which companies so that ads are aligned with school philosophy and NSW DoE policy. ● Advertising could be on the electronic board, or posters on the fence. They could be annual or term based. They could be part of a sponsorship package. ● Julie to contact other local schools and review the NSW DoE policy on advertising. 	
●	
Meeting closed 8:31pm	

Meeting schedule	
2025	
February	P&C Meeting – 25 th February 2025 at 7:00pm
March	P&C Meeting – 18 th March 2025 at 7:00pm
May	P&C Meeting – 13 th May 2025 at 7:00pm
June	P&C Meeting – 17 th June 2025 at 7:00pm
August	P&C Meeting – 5 th August 2025 at 7:00pm
September	P&C Meeting – 9 th September 2025 at 7:00pm
October	P&C Meeting – 28 th October 2025 at 7:00pm
December	AGM and P&C Meeting – 2 nd December 2025 at 7:00pm

Draft fundraising schedule	
2025	
February	
March	Trivia Night Saturday - 15th March
April	Easter Raffle/Morning Tea - Friday 11th April
May	Election BBQ and cake stall - Saturday 3rd May Mothers Day Breakfast - Friday 9th May

Narraweena Public School – P&C Minutes – 13th May 2025

Draft minutes - to be endorsed at the June P&C meeting

MINUTES FOR THE P&C ASSOCIATION MEETING

TUESDAY 13th May 2025

Draft fundraising schedule	
June	
July	
August	Fathers Day Breakfast - Friday 5th September
September	
October	Keepsake plates (Term 4, specific date TBD)
November	
December	Christmas Carols (TBD)