



Artarmon Public School
Parents and Citizens' Association
Meeting Wednesday 24 July 2019
Time: 7pm
Venue: School Library



AGENDA

1. Attendance and apologies
2. Accept Minutes of Previous Meetings – 26 June 2019
3. Correspondence
 - 3.1. No correspondence received
4. Status update on action items from prior meetings

Issue/Task/Project	Who	Status/Action
Long pants to be considered for girls' uniform.	Jane Absolum	Louise Green is talking to various suppliers.
POS software	Bogdan Grusbic	Bogdan talking to banks about software options. Options – 1 https://stripe.com/au/pricing Options – 2 https://www.questpocketpay.com.au/pocket-pay-pricing.html
Cooler classrooms application	Daniel O'Doherty	APS to contact school infrastructure to get an update. The update is provided in the principal's report of the agenda. Daniel O'Doherty to send school a list of potential suppliers.
Celebrate 'Nude Food Day'	Deepa Garge	That the School executive to work with Deepa to organise a Nude food day.
Chair recommended P&C create a 3 year framework	Bogdan Grusbic	That the P&C plan sessions over the next 6 months to create a framework for Artarmon P&C
Hold a second hand uniform sale day.	Ashish	That the uniform convener hold a sale day in the beginning of term 3
That the Artarmon P&C work with RMS to initiate a school zone on Hamden Rd.	Ranjit	Ranjit to come back to P&C with an update.

5. Status

5.1. Building Update

Some rectification works were done over the school holidays. There will be more on weekends and next school holidays.

5.2. Voluntary Contributions Update

The current amount received is \$145,433. The Payment system will be altered this Term in 2-3 weeks the Unallocated Credit system will be changed so it is easier to understand. In 5-6 weeks the Voluntary Contributions payment page will change to reflect family payments.

6. New Items

Motion subject	Name	Reasons	Requests
That the gardening budget for 2019 be raised by \$1500.	Elizabeth Fernando	There were some 2018 expenses which were reimbursed in 2019 and so reduced our actual budget for 2019.	That the P&C move a motion to increase the gardening budget for the current financial year by \$1500

7. Treasurer's Report

ARTARMON PARENTS' AND CITIZENS' FINANCES (unaudited)

Annual Summary and Budget analysis

	DRAFT BUDGET 2019	YTD 14 July 2019 (Reconciled Transactions Only)
CONTRIBUTIONS AND REVENUE		
Fundraising	30,000	16,868
<i>Springfair 2018</i>		3,107
<i>State Election CakeStall + BBQ</i>		3,746
<i>End of Term1 Sausage Sizzle</i>		1,659
<i>Federal Election CakeStall + BBQ</i>		4,466
<i>Movie Night</i>		3,890
<i>Trivia Night</i>		-
Sponsorship	-	500
Year 6 Jerseys	15,000	10,888
Bank Interest	1,000	194
Grants received	-	-
Uniform Shop	20,000	11,666
Other Income	20,000	82
	86,000	40,198
EXPENSES		
Outgoings and other expenses		
Fundraising	(15,000)	(4,267)
<i>Springfair 2018</i>		-
<i>State Election CakeStall + BBQ</i>		(1,207)
<i>End of Term1 Sausage Sizzle</i>		(58)
<i>Other Fundraising Cost</i>		(164)
<i>Federal Election CakeStall + BBQ</i>		(1,064)
<i>Movie Night</i>		(1,174)
<i>Trivia Night</i>		(600)
Year 6 Jerseys	(15,000)	(10,829)
	(30,000)	(15,096)
AP&C Administration		
Affiliation Fees and Insurance	(3,800)	-
Bank Fees & Auditor Fees	(3,000)	(3,014)
Merchant card charges & adjust	-	-
Bookkeeper (2016 expense)	(2,000)	(1,568)
Insurance	-	(3,778)
Insurance - Workers Comp reimburse	-	3,160
Website	-	(260)
PAYG, super (Net of transfer from Sub'Com)	-	-
Subscriptions	-	(753)
General expenses, VC newsletter printing	(1,000)	(172)
	(9,800)	(6,385)
AP&C Subcommittee allocations		
Strings	-	-
Band	-	-
Staff Farewells	-	-
Gardening	(1,000)	(194)
Sustainability	(1,500)	(541)
Year 6 Farewell	(3,000)	(806)
Traffic	-	-
English classes	-	-
Multicultural	-	-
	(5,500)	(1,541)
TOTAL OUTGOINGS	(45,300)	(23,021)
NET SUPLUS / (DEFICIT)	40,700	17,177

Main points to note

- Across the four main fund raising activities year to date (being state election, federal election, the end of Term 1 sausage sizzle and movie night), we have made a net profit of approximately \$10K
- The End of Term 2 sausage sizzle earnings is not in this report as it was deposited after the report cut off date and it made approximately \$1,980
- Year to date, the net profit for the head P&C fund is \$17,177. This compares to \$14,786 at June
 - o The increase is attributable to the Movie Night fund raiser offset by the deposit of \$600 paid for Trivia night
- Expected outgoings and revenue in the coming months from head P&C fund include
 - o Membership renewal with the P&C federation and associated Insurance costs of running the P&C. This totals approximately \$2,500
 - o Sponsorship of the UR strong program (subsidising \$10 per ticket for the first 100 tickets purchased for both the lower and upper primary sessions). Total cost approx. \$2,000
 - o Reimbursement for tea and coffee for the literacy and numeracy sessions
 - o Income and expenses for Upcoming Trivia Night

8. Reports from Principal, Deputy Principal and Assistant Principal

Building update

Some rectification works were done over the school holidays. There will be more on weekends and next school holidays.

Voluntary contributions

The Payment system for Voluntary Contributions will be altered this Term – in 2-3 weeks the Unallocated Credit system will be changed so it is easier to understand. In 5-6 weeks the Voluntary Contributions payment page will change to reflect family payments.

Voluntary Contributions - \$145,433.00

Cool classrooms

School Infrastructure has responded to my request re: Cooler Classrooms applications. They cannot give us a date for results and will forward our application back to us in the next few weeks.

Artarmon Academy

Children will make their selections shortly and Academy will begin in Week 3. The choices are very diverse this year. K-6 students participate in Artarmon Academy.

Education Week

Education week begins 5 August. Our School Open Day will take place on Thursday 8 August. More information is going out this week. There will be a concert in the hall and then Open Classrooms for 45 minutes. Teachers prepare their rooms for parents to view but are not able to discuss individual students on this day.

We are all looking forward to an exciting and busy Term 3

9. Sub Committee Reports

Social and Fundraising Committee Report

We held our movie night on Saturday 29th June and we sold out of tickets within 3 days of advertising it.

We presold our sausage sizzle, drinks, popcorn and lolly bags to gauge how many people would buy them and we also added about 20% more to sell on the night.

We made a profit of \$2705.31, with the biggest expense being the licencing for the movie and soundtrack.

Our next Function is our trivia night in just over a week on the 3rd August. We have about 10 tables so far and are hoping to get more. We have sent our flyers via the app and class parents and even promoted people to come as a mums night or dads night out so the other half can babysit. We will be having a silent auction on the night as well to raise additional money.

Gardening Committee Report - No report tabled

Band Committee Report – No report tabled

String Committee Report – No report tabled.

Uniform Committee Report

The Uniform Committee & Sustainability Committee are planning to host their 1st Sale day for 2nd hand Uniforms on upcoming Friday

Multi-Cultural Committee Report – No report tabled.

Traffic Committee Report – no report tabled

Sustainability Committee Report

The Uniform Committee & Sustainability Committee are planning to host their 1st Sale day for 2nd hand Uniforms on upcoming Friday

Website Committee Report – no report tabled

10. General Business

- 10.1. P&C strategic roadmap for next 3 years
 - Discuss our P&C purpose
 - Discuss 2-4 key focus areas over the next 3 years
 - Discuss the creation of a P&C logo
 - Request the support of P&C members to create a P&C strategic focus group
- 10.2. Community Grant Programme update
- 10.3. Policy update - General enrolment procedures
 - <https://education.nsw.gov.au/policy-library/associated-documents/pd-2002-0006-01.pdf>

Malvina Crastin - Secretary
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