



Cromer Campus P & C Association

Meeting Minutes

Date:	25 th July, 2017
Venue:	Northern Beaches Cromer Campus School – The HUB
Commenced:	7:06 p.m.
Attendance:	Justin Hong (Principal), Desmond McLachlan (President), Mark Fryett (Treasurer), Dionne Hunt
Apologies:	Karen Harris, Jason Hunt, Sharon Brisebois, Anita McLachlan, Aleks Huson, Paul Steele

WELCOME

P & C President Desmond McLachlan welcomed everyone and thanked them for attending.

CONFIRMATION OF PREVIOUS MINUTES

The minutes from the previous meeting were confirmed by:

Dionne Hunt & Desmond McLachlan

PRINCIPALS REPORT (Presented by Justin Hong)

Council has approved the installation of the new x 2 electronic signboards. The school is in the stages of finalising the final design before they are made. The P & C are donating \$25,000 for the signs.

Justin has received feedback from Cromer Campus primary feeder school's principals further to his meeting last term with them – they have requested that principal tours are held for each school individually – Justin has taken this feedback and made dates specifically designed for each school and has advertised on our own website/facebook page and also through the feeder school's networks including their newsletters: Dates as follows:

Thursday 10th August 9am – Cromer Public School.

Friday 18th August 9am – Wheeler Heights and Collaroy Plateau Public Schools

Thursday 24th August 9am – Narraweena and Dee Why Public Schools

Thursday 7th September 9am – Brookvale and Curl Curl North Public Schools

There has been a new maths teacher appointed – Mr Sea. Ms Black has been relieving this role, she will not go back to her ESL role.

Kim Smart – Language teacher – Is retiring. Kim has been replaced by Ms Sun who is going to teach Chinese.

Next year 2018 – the school requires x 4 new teachers in subjects of HSIE, Science, Language & Maths.

Year 7 Enrolments for next year are up – we currently have 5 year 7 classes predicted which shows growing numbers in the school as the Year 12 class that is leaving is smaller than the year 7 intake for 2018.

The school is at the end of the 3-year school plan and we are now looking at starting the next 3 year plan for 2018 – 2021. Justine would like to bring school executives (Deputy's) to discuss the school planning cycle with the P & C. Suggestion was made to hold a meeting at our next P & C meeting to allow parents of the school and community to attend in small groups with an executive team member chairing each group to listen to input. Justin will send out invites to the parents of the school for the next P & C meeting. Catering to be arranged by the Canteen for the night. Des to arrange.

PRESIDENTS REPORT (Presented by Desmond McLachlan)

Canteen

The Canteen have been given the report Des has been working on to show percentages on items that they need to work towards to receive more profit – the canteen is still quite down in profits and he is not quite sure why this is but the ladies in the canteen appreciate the report and now have something to work towards.

Bricks

Looking at building a brick pathway at the side of the school by the inside car park to the small side gate.

The plan is to sell pavers that have been engraved and replace them with the current pavers. To start the pathway at the entrance we will put the school badge with Cromer Campus engraved. This will cost \$181.50. The area to be used is 1m wide and 20m long. This will take well over 300 pavers.

We have been in contact with Signature engraving (supplier of pavers). The pavers are 230 x 115 x 40mm and allows up to 48 letters over 3 lines of writing.

The cost to us is \$16.90 plus GST – Total \$18.59 incl GST. We have vouchers for 6% discount on our first order. This offer expires 28 February 2018 then after that cost will be \$17.47 plus GST.

In regards to delivery, for pavers over 100 the delivery is free. Under 300 we need to phone and get a price. We have an order slip which will be used to order the pavers. Control on this is Vital! Once delivered the pavers will be stored in the back room of the canteen. These will then need to be laid. Des has some experience in doing pavers so he is willing to take this on.

To advertise this project, we would utilise our own website. We can put a photo of the proposed paver with a quick explanation. Use the Newsletter. Finally send out emails that is on our database. Would also suggest we set up a table at the golf day showing the brick and a poster etc.

Selling Price: Suggest Option 1: \$40, Option 2, \$35

Costing:

Based on 100 bricks

Cromer Badge - \$181.50

100 Bricks -	\$1,747.00
Paving Cost sand etc -	\$100.00
Total Costs -	\$2,028.50
Selling price 100 x 40 -	\$4,000.00
Difference -	\$1,971.50
Selling price 100 x 35 -	\$3,500.00
Difference -	\$1,471.50

Profits: Spending of profits would be used to fix up the garden area around the pathway.

Justin mentioned that Barrenjoey High School is currently doing this and suggested that we look at their website to look how they are selling them and at what cost – suggestion was made to sell them at \$50 per brick?? Des will investigate and report back.

Comedy Night

Des has heard back from the organisers for the Comedy Night – Currently Friday 16th March is available. Des wants to hold it in the school hall however there was discussion that if we hold it on school grounds we cannot serve alcohol – Des is going to speak to the organisers and see if we can look at holding it at the Master Builders Club and find out the costs if we do this. There was concern that if we hold it off campus who the proceeds will go to – MBC or Cromer Campus, Des will investigate further and report back.

Once we lock this in a committee needs to be arranged to organise this event.

TREASURERS REPORT: (Presented By Mark Fryett)

Building Fund Account - \$3,625.00

General Account - \$55,000 (This figure includes: - Proceeds from Girls Program - \$5,000, Current proceeds from Golf Day - \$5,000) – so total without girls program and Golf Day is \$45,000

P & C Federation Insurance is due again – the insurance is going up to \$533 next year.

December 2016 financials have been submitted and lodged.

GOLF DAY: (Presented by Dionne Hunt)

We have received some payments in (as mentioned above in the treasurer's report). Still trying to get more sponsors – Dionne and Jason are in the process of emailing surrounding businesses and also emailing Cromer Campus feeder schools to advertise in their newsletters.

Des mentioned we need to organise trophies and Golf Balls for the day along with other prizes. Mark is going to email Dionne/Jason who they have used in the past for these items.

In the past registration has been held inside – Dionne was under the impression after meeting with the golf club it will be held outside with businesses that are supporting the event having their tents – Dionne to find out whether we are holding the registration inside or out.

Dionne mentioned the club has asked that any alcohol served on the day is done by a RSA accredited person.

Des asked if we can look at getting some volunteers to hold a stall to sell the bricks.

GENERAL BUSINESS:

ACTIONS ARISING FROM MEETING:

Action Item	Person Responsible	Due Date
Present \$25,000 cheque to school for Electronic Signboards	Mark Fryett	ASAP
Organise catering for next special meeting with Canteen	Desmond McLachlan	29.8.2017
Send Dionne/Jason information to organise trophies and golf balls for Golf Day	Mark Fryett	15.8.2017

CLOSE:

The meeting was officially closed at 8.25pm

NEXT MEETING:

Tuesday 15th August, 7pm. The Hub