



Seven Hills North P & C Association

45 Beethoven Street
Seven Hills, 2147
Ph: 9624 1275
9674 5032
Fax: 9838 7839

General Meeting: 12th March 2024

Meeting Opened: 7:10pm

ATTENDEES: Nadia Vanderhelm, Alison Freeman, Cathy Francis, Ryan Perry, Katie Howell, Mitch Bates, Stanley Teng

Online: Nil

APOLOGIES: Justyn Green, Meg Godfrey, Taksan Scott

AGENDA ITEM 1: WELCOME AND APOLOGIES

- Nadia Vanderhelm opened the meeting and welcomed all in attendance.

AGENDA ITEM 2: PREVIOUS MEETING MINUTES

- Tabled by Alison Freeman, accepted by Katie Howell, 2nd by Ryan Perry

AGENDA ITEM 3: OUTSTANDING ITEMS.

3.1 2023 Donation to the School

- Nadia to get school bank account details so we can do a direct transfer for \$10,000

ACTION ITEM:

- Cathy to ask Bronwyn or Lousie to email the P&C the bank account details

3.2 Uniform Shop Order

- Need to put in new uniform shop order for long sleeve polo (min order 100 if go with LW Reid)
- Recommended to use Cowen and Lewis for the long sleeve order as we can do a smaller minimum order. Rather than spending \$2000 on stock that will likely sit for a long time.
- Recommend we do a 25 Cowen and Lewis smaller order 'top up' for the long sleeves. Also a Polo fleece order x 25

- LW Reid short sleeve polo order – 130 short sleeve (purchased more frequently)
- No Micro Fleece order- less popular. Need to review sales requests from the previous 12 months

ACTION ITEM:

- Stanley to show mitch the uniform shop role
- Stanley and mitch to place orders as outlined above
- Review Micro Fleece sales over past year

3.3 Mother's Day Stall

- Nadia has ordered everything
- Nadia has a spreadsheet to organise gifts into classes, so that each class has an equal opportunity of gifts
- Alison and Katie free to assist on day

ACTION ITEM:

Alison to make flyer for mothers day stall – aim to send out after Easter
Nadia to pay invoices for Mother's Day Gift

3.4 Easter Raffle

- Several prizes already donated by several businesses
- Katie and Alison can assist to wrap up chocolate prizes
- Katie and Alison can assist on the day with the raffle draw

ACITON ITEM

- Nadia to follow up with Bunnings and Coles for prizes tomorrow morning
- Then we can advertise prize list to families

AGENDA ITEM 4: CORRESPONDANCE

- Australian Charity report submitted by Nadia – needs to be done annually

AGENDA ITEM 5: REPORTS

5.1 Treasurer Report

- Full Treasurer report is attached.
- \$350 cash flow
- Cash in bank \$21582
- \$10,000 donation due to be transferred to school
- \$1642 spent on mothers day presents

- Uniform orders to be placed this week

Expenses: (YTD) \$1185 (Uniform orders)
Uniform sales (YTD): \$412 in store, \$1030 online

ACTION ITEMS

- Transfer donation to school

5.2 Fundraising

- Nil fundraising report as nil recent fundraising
- Easter Raffle and Mother's Day stall coming up

ACTION ITEMS

- Nil

5.3 Uniform Shop

- Upcoming orders needed - see above
- Sales over past month: Online sales: \$632, In Shop sales \$512 (all from the 2nd hand sale that we ran)
- Recommend having second-hand shorts and pants remain at sale price of \$2 as we still have a large supply
- Ask office if they need extra spare pants
- Need to re-count polo fleece as missing 16 items of the size 10
- Replenish the paper bags – previously ordered from Sydney Packaging, 400 bags was around \$165
- Mitch suggested bringing in paper Woolworths bags – Cathy happy to support this

ACTION ITEMS

- Send out notice to parents that boys 2nd hand pants remain at sale price of \$2
- Place orders to Cowen and Lewis and LW Reid as discussed above
- Nadia to order bags from Sydney Packaging

5.4 Principals Report

Full Report attached

Other Discussion:

- Lunch orders – muffin break, outside company (owned by one of the parents in the school). Order will be placed through Spriggy.
- Pilot program – plan to start with 1 day per week
- Currently working out the logistics of how to transport the food to each classroom

- Locking down menu
- Hopefully start beginning of term 2

ACTION ITEMS

- NIL

AGENDA ITEM 6: GENERAL BUSINESS

6.1 Photos and Privacy

- Alison flagged question around current school photo sharing policy – the only option is to opt in for everything (school website, social media, Department of Education website, advertising etc) or nothing.
- Now limits on kids being in the class photo – parents required to sign a separate form. Will this be a requirement every year?
- Could there be options of where parents are happy for photos to be shared eg: only via email or a parent app like OWNA (that daycares use).
- Cathy reports that it would be too difficult and time-consuming sorting photos if there was a range of options that parents could select. There is also no application approved by the DOE that could be utilised to more securely share photos and media

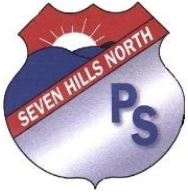
AGENDA ITEM 7: MEETING CLOSE AND NEXT MEETING DATE

- Meeting closed at 8:14
- Next meeting to be held on Tuesday 9th April

Attached Appendix

5.1 Treasurer Report

5.4 Principals Report



Seven Hills North P & C Association

45 Beethoven Street
Seven Hills NSW 2147
Ph: 9624 1275
9674 5032
Fax: 9838 7839
A.B.N: 47838078616
shnps.pnc@gmail.com

Treasurers Report – 12th March 2024

1st January to 12th March 2024 Income and Expenditure

Funds on hand as @ 12/03/2024 - \$21,932

- \$350.00 cash float
- \$21,582 in the bank

Income – Total \$3176.22

- \$3176.22 Uniform shop sales

Expenditure – Total \$1185

- \$1185 Uniform Shop supplies



Principal's Report for P&C - Tuesday 12.3.24

Term 1 Week 7

Recent Events

- Zone Swimming Carnival - Week 6. 2 of our students will be progressing through to the Regional Swimming Carnival - proposed date Thursday 28th March Week 9.
- Some of our students tried out for Zone Sporting Teams. Still awaiting 1 result. When we have this we will be able to share with our community.
- Positive turnout for our Meet the Teacher afternoon. Moving forward we will be looking for opportunities and ways to engage with our community.
- Student Leadership Induction - fantastic assembly to introduce our 2024 Leaders.
- Leadership excursions to both Longneck and Halogen Young Leaders Conference occurred. Students gave great feedback about the excursions and they loved the opportunity to attend. This year we made the decision to give a wider range of leaders the opportunity to attend over the 2 events.
- Junior AECG attended Blacktown South PS today to celebrate their culture and traditions with weaving. Students loved the opportunity and are now wanting to teach others at recess and lunch how to weave bracelets.

Term 1 School Events still to come:

- 3-6 Assembly - Friday Week 11
- K-2 Assembly - Friday Week 6 & Week 10
- NAPLAN (Years 3 & 5) - Week 7 & 8
- School Photo Day - Wednesday 27th March - Week 9
- Easter Hat Parade - Thursday 28th March - Week 9

Cathy Francis
Acting Principal