

NICHOLSON STREET PUBLIC SCHOOL PARENTS AND CITIZENS' ASSOCIATION



FEBRUARY 2021 - **GENERAL MEETING**

Location: Via Zoom
Date: 9th February 2021
Time: 7.00pm – 8.00pm
Facilitator: P&C Executive Leadership Team

Contact us at
hello@nichopandc.com.au

FEBRUARY 2021 - MEETING AGENDA

AREA	WHAT	WHO	DURATION (min)
General Business	<ul style="list-style-type: none"> Welcome P&C and New Members 	Sandy	1
	<ul style="list-style-type: none"> Approval of Previous Minutes 	Sandy	1
2020 – Six Months in review	<ul style="list-style-type: none"> Operations 	Ashley	2
	<ul style="list-style-type: none"> Education 	Ashley	2
	<ul style="list-style-type: none"> School Environment 	Ashley	2
	<ul style="list-style-type: none"> School and Local Community Engagement 	Ashley	2
	<ul style="list-style-type: none"> Fundraising/Grant Submission/Uniform Shop 	Carly	2
2021 – The Year Ahead	<ul style="list-style-type: none"> Three month workplan and Medium Term Objectives 	Ashley	5
CAPA Sub Committee	<ul style="list-style-type: none"> Artist in Residence Program / Music Program 	Ashley/Jane	5
Outdoor Learning Sub Comm	<ul style="list-style-type: none"> Air Conditioning / Solar Power / COLA / Outdoor Sports Area Upgrade 	Ashley	3
Finance Update	<ul style="list-style-type: none"> Current Financial Position 	Larni	5
Principal's Report	<ul style="list-style-type: none"> Sue's Principal Report 	Sue	10
Funding	<ul style="list-style-type: none"> Sub-committee Requests for funding 	Ashley	1
Other	<ul style="list-style-type: none"> AOB 	Ashley	5

WELCOME P&C AND **NEW MEMBERS**

44 members
representing
40 families

26 members
on sub-
committees

11 current
sub-
committees

Broad and
active
support from
the balance

Nearly 40
current or
planned
initiatives

*That's a 20%
increase since
July last year*

APPROVAL OF **PREVIOUS MINUTES**

www.nichopandc.com.au/meeting-artifacts

YES

NO

November 2020

P&C STRUCTURE AND FOCUS AREAS

Focus Areas

Education

Development of a richer learning environment for teachers and students through provision of tools, equipment, and consumables.

Provision of extra-curricular activities such as music, art and physical education programs.

School Environment

Enhanced learning and experience through improved physical environment, such as play areas and outdoor education facilities.

Community Development

Fostering empathy, social engagement, and teamwork through a community where Nicho families can share, support, and grow together.

Fundraising and Operations

Supporting large scale events and delivery of the Committee plan



Focus Areas

Sub Committee

Sub Committee



Education Advancement

Working with the school to identify methods of advancing education.

This may involve extended learning such as Science or Endangered Species day or funding new technology, books

Mark, Hayes,
Kimmie, Carly,
Carla



Music and Arts Program

Identification and execution of education programs associated with music appreciation and the arts.

Kathryn, Jane,
Ashley, TBD



Sport and Physical Education

Fostering teamwork, communication, and healthy lifestyle habits through the identification and execution of programs associated with sport and physical education.

Chris, Ashley,
Andy, Bec



Healthy Classrooms

Implementation of solar power and air conditioning across selected classrooms.

This may also include other class facilities to improve learning conditions.

Lami, Sarah,
Norman, Todd,
Hayes



Outdoor Learning

Identification and implementation of playground and outdoor learning upgrades.

This also includes such things as working bees for grounds, gardens, and facilities

Mark, Sarah Todd,
Hayes, Ashley,
Brooke, Bec,
Sarah



P&C Engagement & Communication

Development and management of the comms and P&C engagement program, including channels, message, and methods of improving engagement.

(NB The Social committee has been merged into this sc)

Brooke, Chris,
Paris, Nicole,
Ashley, Annelie



Community Engagement

Development of a community engagement program focused on students, families and the school and how they can support the wider community.

Annelie, Ashley



Fundraising, Sponsorship

Identification, negotiation, and management of all key fundraising and sponsorship opportunities.

Chris, Carly



Grant Submissions

Identification and submission grant applications.

Chris, Nicole



Halloween Festival

Design, coordination, and delivery of Nicho's largest event: The Halloween Festival.

Devina, Annelie,
Carly, Carla, Lami,
Kirsten, Kathryn,
Nicole, Delphine,
Ashley, Hayes



Uniform Shop

Management of the uniform shop including management of stock, delivery of orders, and management of second-hand clothing.

Devina, Liz, Carly,
Sandy

2020 – SIX MONTHS IN REVIEW...



Operations

1. Developed P&C Purpose, Vision, Guiding Principles,
2. Developed P&C framework and sub committee structure
3. Created initial P&C's Annual Plan and 2 years forecast
4. Increased membership by nearly 20%
5. Created Nicho P&C website, including "The Nicho Shop" for all purchases – Uniforms, events tickets etc. – Ph 1, Lunch Orders Ph 2
6. Completed of financial audit and reinstated Charity Status
7. Achieved Deductible Gift Recipient (DGR) status and created of Nicho Building Fund (now active)

Education

1. Challenges in this space due to COVID limitations and the planning cycle for the school's strategic plan.
2. Inspirational speaker commenced in Term 3
3. White board + teaching support funded
4. Supplied musical equipment and staffing
5. Funded and supported development of the school song
6. Sports survey completed and priorities approved
7. Recommendation around sports court upgrade including surface type, fencing, equipment etc. completed

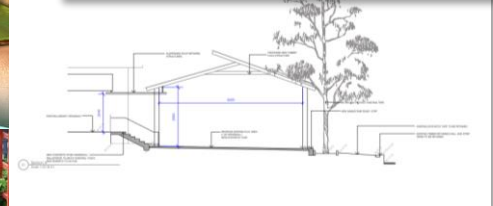
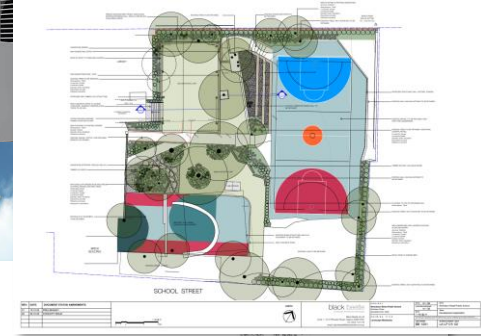
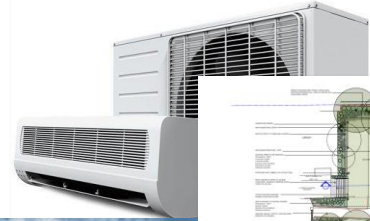
2020 – SIX MONTHS IN REVIEW...



NICHOLSON STREET PUBLIC SCHOOL
Parents and Citizens Association

School Environment

1. Site survey, heritage review, and master plan completed and approved
2. Master plan submission for DA approval ready and with Assets
3. COLA design approved
4. Sports Court upgrade design approved
5. Toilet Block Refresh completed
6. Community Garden expanded through Bunnings donation and parental support
7. School garden upgraded through Bunnings donation
8. Air conditioning installed across four classrooms, teachers' room, and principal's office completed
9. Solar power grants submitted and awarded. Project with Assets awaiting next steps



2020 – SIX MONTHS IN REVIEW...



NICHOLSON ELEMENTARY PUBLIC SCHOOL
Parents and Citizens Association

School and Local Community Engagement

1. Focused on critical need to maintain school community over COVID
2. Increased communication in an attempt to fill parent/school gap
3. Hyper local focus with suppliers and venues
4. Halloween Tricks and Treats Book solely Peninsula based
5. World Kindness Day
6. Random Acts of Kindness (local thank you and giveback)

Fundraising/Grant Submission/Uniform Shop

1. Trivia Night (September)
2. Fathers' Day Social
3. Halloween Festival (Tricks and Treats Book)
4. Halloween Sponsorship
5. Bunnings Sponsorship
6. Trivia Night (Christmas)
7. Fruit and Veg Boxes
8. Spooky Tea Towels
9. Grant Submission



Fundraising by the numbers...

\$53k Gross Profit

\$14k Expenses

\$39k Net Profit (73% margin)

** \$31k full previous year NP*

2021 – THE YEAR AHEAD



Three month workplan

1. Strategic alignment session with Sue and her team this Friday
2. Welcome event for new families and the new year – pencilled in for Thursday 11th March
3. Music and Arts Program finalisation and implementation
4. Solar project completion (pending final grant approvals)
5. COLA DA submission
6. Sports Area Upgrade completion
7. Lunch order supplier and move away from Flexischools
8. Working Bee (COVID permitting)

Medium Term Objectives

1. International Women's Day
2. Cross Country Fundraiser
3. Mothers' Day Long Lunch
4. Fathers' Day
5. AGM
6. Drinking Fountain Replacement
7. Halloween

CREATIVE AND PERFORMING ARTS PROGRAM

SUB-COMMITTEE

Artist In Residence Program

1. Weekly art workshop run by Kate Banazi, for K-6 during Term 2 or Term 3 this year.
2. Bell Shakespeare (TBC) – Term 2
3. Photography Workshops (Ashley) – Term 3
4. Dedicated Art Space (Outdoor Learning Sub Committee)

Music Program

1. Instrument Discovery Day - Monday, 15 February 2021
2. School Song Competition aimed at embedding the song in everyday school life
3. Festival Of Instrumental Music (Recorder at the Opera House)
4. Further investigate potential to join our senior instrumentalists with another peninsula school Concert Band
5. Nicho Rock Band
6. Festival of Music (Inner West Council), School Spectacular.
7. Band Camp - investigating joining another peninsula school's Band Camp
8. SSCB - opportunities to collaborate



OUTDOOR LEARNING **SUB-COMMITTEE** (Ashley)



Air Conditioning

This is now complete across four heritage classrooms, the teachers' kitchen and principal's office

Solar Power

1. This is run through a solar program with approved suppliers in conjunction with DET and council
2. Total cost \$35,275 with:
 - 50% covered by Dept
 - 50% by grants pursued by the P&C (\$14k via the community building partnership grant (approved) and a pending Purryburry Trust grant request of \$3,637)
3. Timing is critical here so we don't lose our grant
4. Latest news we have is the solar co-ordinators from council were meeting the dept last week to obtain update on progress

OUTDOOR LEARNING **SUB-COMMITTEE**



COLA

1. Masterplan, including COLA design and materials, approved subject to final review
2. Confirming additional/alternative funding grants
3. P&C to assist in final design post commentary from Dept
4. Assets to coordinate DA, tender process and contract admin to successful tenderer

Outdoor Sports Area

1. Multiple surfaces reviewed (hard court, sports tiles, and 5 different grades of artificial turf) and final option selected
2. Three quotes received including court resurfacing, new line marking, fixed equipment (hoops etc) updated
3. Fencing included in quotes
4. Can be addressed independently of the balance of Master Plan/COLA
5. Option to move forward with this more quickly as DA not required. Discussion to be had with Sue to agree way forward

CURRENT POSITION (End January 2021)

Expense	Current Month	Year to Date	Forecast	Total YE	Orig Budget	Variance	Variance %
Fundraising	\$0	-\$14,417	-\$4,087	-\$18,504	-\$7,961	\$10,543	-132.4%
Miscellaneous	-\$173	-\$3,553	-\$610	-\$4,163	-\$3,475	\$688	-19.8%
Special Projects	-\$5,890	-\$15,566	-\$178,000	-\$193,566	-\$186,148	\$7,418	-4.0%
School Contributions	\$0	-\$22,287	-\$3,000	-\$25,287	-\$28,487	-\$3,200	11.2%
Uniforms	\$0	-\$4,996	-\$4,311	-\$9,307	-\$19,689	-\$10,382	52.7%
Contingency			-\$5,000	-\$5,000	-\$5,000	\$0	0.0%
Total Expense	-\$6,063	-\$60,820	-\$195,008	-\$255,828	-\$250,760	\$5,068	-2.0%
Income							
Fundraising	\$0	\$53,130	\$56,200	\$109,330	\$101,600	\$7,730	7.6%
Miscellaneous	172.60	\$1,532	\$250	\$1,782	\$2,367	-\$585	-24.7%
Uniforms	\$832	\$13,983	\$8,408	\$22,391	\$22,484	-\$94	-0.4%
Total Income	\$1,005	\$68,645	\$64,858	\$133,503	\$126,451	\$7,052	5.6%
Opening Balance	\$153,880	\$140,996		\$140,996	\$140,996		
Net Income	-\$5,059	\$7,825	-\$130,150	-\$122,325	-\$124,309		
Closing Balance	\$148,821	\$148,821		\$18,671	\$16,688		

Fundraiser Margin

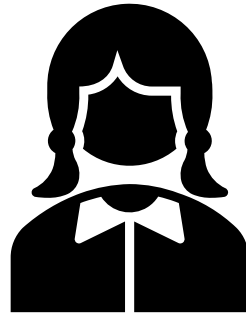
Event	Gross Profit	Expense	Net Profit	
Fathers Day	\$6,506	-\$1,251	\$5,255	81%
Fruit & Veg	\$4,926	-\$3,814	\$1,112	23%
Halloween	\$28,006	-\$5,905	\$22,101	79%
Trivia	\$11,730	-\$2,809	\$8,922	76%
Bunnings SS	\$1,961	-\$638	\$1,323	67%
	\$53,130	-\$14,417	\$38,713	73%

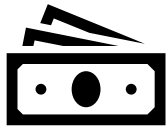
Last year our total net profit was \$30,373

CURRENT POSITION (End October 2020)

Sum of Amount	31/12/2020	31/01/2021
EXP	-3308.98	-6063.43
Fundraising	-1576.48	
Trivia	-1576.48	
Misc	-781.00	-173.43
Bank Fees	-215.59	-23.43
Gifts	-515.41	-100.00
Xero Fee	-50.00	-50.00
Special Projects	-951.50	-5890.00
Aircon		-1600.00
Playground - Design		-2200.00
Playground - Survey		-2090.00
T-Shirts	-951.50	
INC	9476.28	1004.64
Fundraising	7928.21	
Halloween_Book	58.00	
Trivia	7870.21	
Misc	240.00	172.60
Gifts	240.00	
Tem Deposit Interest		172.60
Uniforms	1308.07	832.04
Uniforms	1308.07	832.04
Grand Total	6167.30	-5058.79

PRINCIPAL'S **REPORT**





FUNDING REQUESTS AND **REQUIRED DECISIONS**

Requested Item	Stream	Benefit T/F	Value	Budgeted?	On Notice	Final
None at this time						

ANY OTHER BUSINESS **AND MEETING CLOSE**



NEXT MEETING:

9th March @ 7.00pm

via Zoom

Contact your P&C at hello@nichopandc.com.au