



P&C Update for meeting Tuesday 9th May 2017

Treasurers Report

Update:

- Financials prepared as at 30 April 2017. Reminder: the financial year period is December through to end November.
- Audit: Mandy reports no update since last meeting.
- P&C Voluntary Fees paid with term 1 account have been transferred to the P&C: \$92,000. @ \$295 per child this represents approx. 310 contributions to date (of approx. 470 students). First payment to school from P&C is ready to be made.
- Balance in accounts as at 4 May 2017:
 - Main account: \$157,673
 - Saver Account: \$52,260
 - Band Account: \$24,729
- December BAS refund was received 21/3/2017 \$1,008; January to March BAS has been lodged with a refund of \$2,261 owed to CCPS P&C
- Ireson First National BBQ donation. P&C members paid for BBQs and signage and were reimbursed by P&C. Ireson promptly reimbursed P&C \$3,878.50
- St George Bank at Crows Nest Branch has received all appropriate documents to add and remove authorised operators of P&C Accounts and we are now waiting for confirmation from St George:
 - Add:** Susannah Gallagher and Tom Huckerby.
 - Remove:** Craig Curtin, Leanne Ambrogio and Amanda Zimbounellis.
- P&C Guidelines complete regarding handling and depositing cash; reimbursing expenses to organisers.
- P&C Federation Membership and Insurance of \$1466 (2015/16 and 2016/17) has been paid up to July 2017.

Action Items:

- Complete first transfer of P&C funds to the school. Amount to be decided upon with Mrs Cope.



P&C Update for meeting Tuesday 9th May 2017 Communications Report

Update:

- Kindy and Year 5 cocktail parties were held and were a great success
- Year 1 cocktail party is scheduled for Saturday 24 June
- Year 6 cocktail party is scheduled for Saturday 17 June

P&C Email Update:

- We have 458 email addresses in our list. For comparison, there are 464 subscribers to the school newsletter.
- Open rates are still incredibly high for our P&C emails....

Campaign	Opens	Clicks	Notes
Sushi day reminder	63%	14%	
Entertainment Books	64%	8.4%	Also advertised in school newsletter
Mid-year social invitation	68%	8%	Also advertised in school newsletter
Mid-year social invitation repeat	64%	3%	

For comparison, the audience on the weekly school newsletter is also very engaged. Open rates are generally about 67%. Click throughs vary between 5% and 20% (many of these click-throughs are to P&C pages such as the disco and sushi pages).

School Community Facebook Page Update:

- Membership is stable at 200 members
- New posts are still infrequent but increasing (averaging 2-4 a week, mainly from P&C comms committee but we have had one from band and some from community members)
- Posts are seen by between 93 and 147 people (posts with lots of likes/comments are seen by the most people as Facebook positions these higher in newsfeeds)
- At some point we will try and encourage more parents to signup

Community User Listing:

- List of community users at the school is complete and pending upload to P&C website. Final actions outstanding: Bernice to close out with Yumiko in next few days. Finalise format with Rebecca Buckton for best result on posting.

Calendar Fundraiser:

- Have started to try & find a new project manager for Calendars. Had 1 response who may be able to help. Challenge is that there is no documentation to handover, as was 'on the job training' for Marnie with Angela Uther (now left school) and Marnie's bandwidth to do a handover is limited.
- Bernice has drafted a roles & responsibilities sheet for discussion with relevant stakeholders and proposes an alternative vendor. Intent is to find a new owner and complete handover, in time for artwork to commence in term 3 & for project to be closed out & deliveries at school in November - in time for international post gifts.
- If no new owner(s) can be identified - we need 2 people. Then need to consider alternatives.

Action Items:

- Finalise posting of Community User listing - list done. Need final discussion with Yumiko & then agree format with Rebecca Buckton & upload.
- Source 2 new project managers for Calendar fundraiser, finalise provider & create working document
- Continue to schedule cocktail parties
- Continue to provide content for weekly school newsletter
- Continue to set-up emails for P&C Fundraising events



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Fundraising Events Report

Fundraising

Telstra Kids Grant

The P&C submitted 6 grants and are very pleased that we were successful in being awarded 5 grants to a total of \$6000. This money will go towards Coding lessons for our kids at school.

Many thanks to Melinda Holmes, Ian Weldon, Kim Huckerby, Anthony Buckton and Clare for a job well done.

Events

Sushi Day – Total revenue from the Sushi Day held in Term One was \$2672.62 with expenses being \$1320.20. Therefore, profit from event was \$1352.42

The next event is the Term 2 Afternoon Tea to be held on the senior side of school on Friday 5 May.

Mothers' Day Stalls will be held on Thursday 11 May.

Mid-Year Cocktail function 'Heroes & Villains is being held on Saturday 20 May in the School Hall. The committee of 10 Year one mums is working hard to put together a fantastic event and a profitable auction. We have been fortunate to secure a great number of fantastic prizes from local businesses and school families. The auction will go live in the next few days.

Entertainment Book – As at 4/5/17 total for the P&C is \$850. 60% of these sales have been for the digital version. Many thanks to Kellie Munn for all the work she has done on this project. 150 books are still to be returned so we are on track to meet last year's sales of \$1900.

Twilight Food Market – Due to the local govt election being held on Saturday 9 September it has been decided to combine the Twilight Food Market with the Moonlight Movies. We are in the process of confirming the date & volunteers to assist with the food stalls for this event.

Budget - Money raised so far in 2017 is \$11,119 plus the \$16,000 contribution from Ireson First National Real Estate paid in February 2017 bringing the fundraising total to \$27,111 to date. This does not include any of the term 2 events.

Action Items:

- Trestle tables to be purchased.
- Two volunteers (graphic design or similar) to be identified who could help with the calendars.
- Date to be finalised for the Moonlight Movie & Twilight Food Market.
- Details to be finalised for the Coding lessons from the Telstra Grants.



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Band Coordinator, Band Camp & Band Treasurer Report

Update:

Band committee had a meeting last term and plans to meet on a regular basis with Tim and Gerald. Minutes will be posted on the Band page of the P&C website when ready.

[Sunday May 28th is East Ryde Music Festival.](#) School and CCPS P&C webmasters have been asked to add the details to the respective websites.

Action:

More information to be added to the already updated Band page of the CCPS P&C website.

Band Camp:

Band camp was very successful this year with beautiful weather and beautifully behaved children. Although there were a few complaints from the younger students about 'too much band at band camp', the students had a great time and continued to learn music and playing skills. Thank you for all the volunteers who helped at the camp and to the school for allowing two teachers to come with us. We would like to also thank Ash Underwood and Amelia McCarthy for their assistance.

Action Items:

Band Camp:

- Investigate a possible change of location for 2018 to the Scout camp at Pennant Hills.
- Continue to revise the program to try to find a 'perfect' balance of band and camp activities.



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Sports Committee Report

Update:

- Cross country finally went ahead first week of term and it seemed to be a great success. The changes from last year were the implication of place cards for all competitors which I think the kids really liked as they came away with something. Lots of parents have commented to me that they really liked this. Zone team has started training with a good turn out to the first 2 sessions.
- PSSA sport has started this week and we will liaise with Natasha to see if she needs any help form us.
Athletics carnival - we will have a meeting with Natasha soon to discuss how we can help her with the athletics carnival.

Action Items:

- Athletics carnival - we will have a meeting with Natasha soon to discuss how we can help her with the athletics carnival.

