



WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



General Meeting - Monday, 19th June 2023

Attendance and Apologies

Committee (5):	Rebecca Reilly (President), Justine Bourke (Treasurer), Felicity Matosevic (Public Officer), Georgina Thomsen (Secretary), Naznin Schwab (Committee Member)
Members (3):	Kylie Charlesworth, Joanne Hann, Beth Sheather
School (1):	Scott Fagan
Apologise (3):	Amelia Anthony (Vice President)

1&2. Welcome, Apologies and Confirmation of Minutes

The meeting opened at 7:04 pm. The minutes of the previous meeting were confirmed. All identified actions have been addressed.

3. Treasurer's Report

Treasurer tabled the latest financial report (appendix A). ACNC report was on track for delivery within the next 2 weeks (before the deadline). A new EFT machine is now in use.

4. Clothing Pool

The clothing pool coordinator tabled the latest clothing pool report (appendix B). A potential future increase in price for the bags may be needed in the future as we are currently making a small loss based on current pricing.

ACTION: A new coordinator has been identified; however Jo will advise if additional support is needed for the coordinator role. If so, Georgina will commence advertising in the school newsletter, P&C facebook page and posters around the school.

5. Fair / Fete decisions & next steps

Thanks to those 4-5 individuals who stepped up to offer their support to organising the event. Unfortunately, the role of fair coordinator was not filled and as such the committee decided that there was insufficient support for the event in 2023. The committee is open to all ideas for a fair style of event for 2024.

ACTION: Scott to advise on opportunities for the P&C to have a larger presence at the end of year concert. Options included: running the BBQ prior to and for the duration of the concert. Offering some additional smaller stalls at the concert.

6. Community Activities and Engagement

- 1) Thanks to Kylie and the team of volunteers for the special lunch day. It was noted that the event was very labour intensive and some ideas to capture the forms electronically (via google forms or something similar) would ease the process in the future.

ACTION: Kylie and Scott to organise thankyou certificates for the Erindale College students

- 2) All is in order for the trivia night. Event summary is provided in appendix C.
- 3) Father's Day stall is on track with the support of the new stall coordinators as well as the prior coordinator.
- 4) No update on potential dates for a T3 school disco.
- 5) With the potential upcoming referendum, the P&C indicated they would host a BBQ / Cake Stall if the school is used as a polling location.

6. Principal and School Board Report

Principal provided an update regarding:

- Directorate visit planned for next term to review the current maths focus in the school.
- Reports were sent home today, Parent/Teacher interviews were scheduled for Wednesday.
- Update to staffing with Ebony Parker moving on with a replacement starting in term 3.
- Grandparents' day is planned for term 3, week 9. Actual date TBC
- Work, Health & Safety conducted a site visit to the school. During the visit it was noted that a defibrillator was not available at the school. Scott presented to the P&C the opportunity to purchase the device for use in the event of an emergency. The committee provided provisional approval for up to \$4,000 for the purchase of a defibrillator.

ACTION: Scott to liaise with Justine to provide funding up to \$4,000 for the purchase of a defibrillator.

7. Any Other Business and Open Mic

Kylie presented an idea to trial an Allied Health walk in clinic in the school helipad. The idea would involve a day where a selection of health professionals could be set up at the school to provide some advice to families (via appointment). The intent would be for families who are seeking health advice but are stuck on long waiting lists.

ACTION: Georgina to share the webinar link from Allied Health with the committee for review.

ACTION: Scott to raise this opportunity with school staff and councillor and obtain some feedback about how it would align to other programs already in place within the school.

8. Close and Next Meeting

Next meeting: Monday 24th July (week 2) @7PM both online and in person at the school.

Meeting close: 8:38PM

Attachment A - Treasurer's Report

WHPS P&C TREASURER'S REPORT

19 June 2023 Meeting

1. Financial Statements

The bank account reconciliation is below.

2. Comments

The balance of the P&C **General account** as at 19 June 2023 is **\$29,053.91**, down from **\$52,911.19** at the 8 May 2023 P&C meeting.

The balance of the P&C **Clothing Pool account** as at 19 June 2023 is **\$12,279.27**, up from **\$11,225.85** at the 8 May 2023 P&C meeting.

Summary of financial transactions in the **General account** since the 8 May 2023 meeting:

Income

Special Lunch Day	\$1,409.00
Mother's Day Stall	\$2,672.20

Expenditure

Donation to WHPS	\$25,000.00
Special Lunch Day	\$1,425.00
Reimbursement Father's Day Stall 2023	\$92.02
Father's Day Stall 2024 Crown Concepts	\$738.35
Reimbursement Mother's Day Stall 2024	\$683.11

3. Outstanding Items

Decoration costs for 2022 Graduation (followed up)

4. Commitments

Nil

5. Notes

Nil

6. Other Business

ACNC annual reporting due 30 June 2023

Attachment B – Clothing Pool Report

P&C UNIFORM POOL REPORT

May 2023

19/06/2023

Opening Bank Balance - 01/05/2023	Float	Total
\$10,666.59	\$150	\$10,816.59

Receipts

Cash sales banked				
	\$0.00			
EFT Banked	\$636.00	Interest	Online Orders	Total Banked
Total	\$636.00	\$0.00	\$1,019.42	\$1,655.42

Expenditure

Suppliers	Bank fees	Misc	
LW Reid	\$ 45.13		\$45.13
Spartan			
			Total Spent
			\$ 45.13

Closing Bank balance 31/05 /2023	Float	Total
\$12,276.88	\$150	\$12,426.88

Stock (sale value): approx \$25k

- Just over \$6k owing to LW Reid - \$1100 due this month
- Blue-blue reversible house hats have arrived, the rest are due late July
- Have had one person ask about role - complications with communication, will phone when I can
- Spartan bag order for 2024 kindy packs has been placed - indent order attracts 10% discount, so \$40ea ex GST

Attachment C – Trivia Night Planning Summary

Trivia

Alice Pommer

Date

19th June 2023



TRIVIA REPORT

UPDATE

- Thank you to Felicity and Mac for keeping the ball rolling in the community!
- Thanks to Marko who will be our MC on the night
- Huge thank you to McCann Properties for their donation
- Thank you to Justine who is going to help me score on the night
- Thank you to Rebecca for your generous wine donation- you will be missed on the night
- Scott has confirmed that we have enough tables and chairs -Thanks!
- I will be there from 3:45 with my slaves, I mean children, setting up for the night
- Questions are ready, resources are ready to go and scoring sheet is set up.
- Last time we looked I think we had 7 or 8 tables ready to go. Hopefully we can get a few more in the next few days!

Prizes

We've had lots of donation of prizes

- McCann Properties
- Rebecca Riley
- Barrio Collective
- Time zone
- Bounce
- Flip out
- Vikings
- The Markets Wanniasa
- Limelight

Summary