



# WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



## General Meeting - Monday, 24<sup>th</sup> July 2023

### Attendance and Apologies

Committee (5):	Rebecca Reilly (President), Amelia Anthony (Vice President), Justine Bourke (Treasurer), Felicity Matosevic (Public Officer), Georgina Thomsen (Secretary), Mellanie Hawke (Committee Member)
Members (4):	Joanne Hann, Beth Sheather, Stacey Dunn, Alicia Orr
School (1):	Scott Fagan
Apologise (2):	Naznin Schwab (Committee Member), Kylie Charlesworth

### 1&2. Welcome, Apologies and Confirmation of Minutes

The meeting opened at 7:02 pm. The minutes of the previous meeting were confirmed. Status of outstanding action items are as follows:

<b>ACTION (Jo):</b> A new coordinator has been identified; however Jo will advise if additional support is needed for the coordinator role.	Open, confirmation that the role has been filled is still pending.
<b>ACTION (Scott):</b> advise on opportunities for the P&C to have a larger presence at the end of year concert.	Ongoing, commence development of plans during next meeting.
<b>ACTION (Kylie/Scott):</b> organise thankyou certificates for the Erindale College students	Open
<b>ACTION (Scott/Justine):</b> provide funding up to \$4,000 for the purchase of a defibrillator.	Progressing, quotes are being obtained by the school.
<b>ACTION (Scott):</b> raise Allied Health opportunity with school staff and councillor and obtain some feedback about how it would align to other programs already in place within the school.	Revisit next meeting due to Kylie's absence.

### 3. Treasurer's Report

Treasurer tabled the latest financial report (appendix A). Noting:

- Still pending receipts or a statutory declaration for reimbursement of 2022 year 6 graduation from Mac McCann
- All ACNC registration has been completed.

## 4. Clothing Pool

The clothing pool coordinator tabled the latest clothing pool report (appendix B).

**ACTION:** Georgina to reconnect with new volunteers for the clothing pool with Jo. Jo to advise if further support is needed for the coordinator role.

## 5. Community Activities and Engagement

- 1) **Trivia Night:** Thanks to Alice and team for organising the trivia night. All feedback has been positive, and another similar event has been scheduled for December 1<sup>st</sup>. Alice has once again agreed to coordinate this event.

**ACTION:** Justine/Alice to organise thankyou certificates for the supporters of this event.

- 2) **Disco:** Unlikely for term 3, however the committee will keep this event on the agenda to revisit for term 4.
- 3) **Father Day Stall:** on track for term 3, week7. Communications anticipated from Karen to the new coordinators closer to the event.
- 4) **Ride to School Day:** actions to be taken closer to the event.
- 5) **Fete/Fair:** After the last meeting, where it was established that there was insufficient community support to host a fete/fair, a number of parents have come forward to offer their support. The committee established that they would be able to support an event if presented with a plan by the end of week 4 (11<sup>th</sup> August). This plan also needed to be reviewed/endorsed by Scott prior to the 11<sup>th</sup> August.

**ACTION:** Felicity to inform potential committee members of requirements for a fete plan and the 11th August deadline.

- 6) **Referendum BBQ:** date still TBD.
- 7) **Sock Fundraiser:** to be organised by Amelia utilising Socks for Me.
- 8) **Preschool Tea-Towel / Plate Fundraiser:** to be organised by Alicia

**ACTION:** Georgina to connect Alicia with previous organiser Sabrina.

## 6. Principal and School Board Report

Principal provided an update regarding:

- Book night (23th August) and school book week dress up day (25<sup>th</sup> August), including special provision for the start of week preschool group.
- School improvement visit planned for 16<sup>th</sup> August, focussing on maths
- Grandparents day 14<sup>th</sup> September
- Ongoing staffing shortages being managed by the school
- Swim school
- Recent achievements from students at the school including Rostrum and Kanga Cup
- Purchase of 4 interactive smartboards and investigations into acquisition of a defibrillator
- Naplan results are still pending, but a new format will be introduced for 2023.
- Ongoing extra cirrucluars including the Judo and chess clubs.

## 7. Any Other Business and Open Mic

There was a question from the school community about if the school would support the P&C purchasing some new readers for the K-2 space.

**ACTION:** Scott to obtain a quote for refreshed readers for K-2. Committee to review potential allocation of funds during next meeting

## 8. Close and Next Meeting

Next meeting: Monday 4<sup>th</sup> September @7PM in person (ONLY) at the school.

Meeting close: 8:10PM

# Attachment A - Treasurer's Report

## WHPS P&C TREASURER'S REPORT

### 24 July 2023 Meeting

#### 1. Financial Statements

The bank account reconciliation is below.

#### 2. Comments

The balance of the P&C **General account** as at 24 July 2023 is **\$27,524.44**, down from **\$29,053.91** at the 19 June 2023 P&C meeting.

The balance of the P&C **Clothing Pool account** as at 24 July 2023 is **\$10,616.66**, down from **\$12,279.27** at the 19 June 2023 P&C meeting.

Summary of financial transactions in the **General account** since the 19 June 2023 meeting:

#### Income

Nil

#### Expenditure

2023/24 P&C Insurance	\$1,226.61
Reimbursements for Trivia Night	\$221.98
Reimbursement 2024 Mother's Day Stall	\$80.88

#### 3. Outstanding Items

Decoration costs for 2022 Graduation

#### 4. Commitments

Nil

#### 5. Notes

Trivia Night cash yet to be banked (approx \$1,625)

#### 6. Other Business

ACNC annual reporting submitted

## Attachment B – Clothing Pool Report

### P&C UNIFORM POOL REPORT

June 2023

24/07/2023

Opening Bank Balance - 01/06/2023	Float	Total
\$12,276.88	\$150	\$12,426.88

#### Receipts

Cash sales banked				
Term 2 Week 10	\$300.00			
Direct deposit WANNHILL	\$256.00			
EFT Banked	\$675.00	Interest	Online Orders	Total Banked
<b>Total</b>	<b>\$1,231.00</b>	<b>\$0.00</b>	<b>\$799.98</b>	<b>\$2,030.98</b>

#### Expenditure

Suppliers		Bank fees	Misc	
LW Reid	\$ 1,214.65	\$ 43.26		\$1,257.91
Spartan				
				<b>Total Spent</b>
				<b>\$ 1,257.91</b>

Closing Bank balance 30/06/2023	Float	Total
\$13,049.95	\$150	\$13,199.95

#### Stock (sale value): approx \$25k

- Current account balance is \$10,616.66
- Outstanding balance @ LW Reid is \$3734.93 - \$1,077.41 due tomorrow, the rest due late Aug/Sept
- Some shortages of larger sized tracksuit pants @ supplier, should now have larger sized polar fleece
- Still waiting on house hats - maybe in boxes that arrived today