



# WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



## MINUTES

### General Meeting - Monday, 28 October 2019

#### Attendance and Apologies

Committee (5):	Marc Dal Cortivo (President), Mac McCann (Vice-President) Jason de Rooy (Secretary), Justine Bourke (Treasurer) and Rebecca Reilly.
Members (4):	Georgina Thomsen, Kylie Charlesworth, Marco Matosevic and Joanne Hann.
School (1):	John Manders.
Apologies (0):	Nil.

#### 1. 2. 3. Welcome, Apologies and Confirmation of Minutes

- Marc opened the meeting at 7.03pm and welcomed everyone.
- Jason provided an overview of the Minutes of the previous meeting, and the group noted actions either completed or for discussion at this meeting, including that the annual returns has progressed, the raffle materials were resolved, and that the bain marie needs a little sticker to say 'be gentle' attached to it before the School Fete.

**Action:** Jason to update posting of Minutes to the P&C website.

#### 4. Treasurer's Report

- Justine tabled a report ([Attachment A](#)), noting that stock for the 2020 Father's Day has been purchased and stored, the gift to the school funded the improvement of the school oval over the recent school holidays as agreed at the previous meeting and approved by the Committee over email, and that progress continues on engagement with the ACNC and ATO.

#### 4. Community Activities and Engagement

- Mac reported that the [mango fundraiser](#) had slightly less orders than last year, with a surplus of around \$750 expected, but most importantly, the school community was going to get lots of yummy mangos.
- Georgina reported that the [Ride to School](#) event was good to go for this Wednesday 30 October.
- Mac and others reported on the [School Fete](#) preparations, noting that it's largely on track. Notes have started to go home and weekly newsletter updates are happening. John noted current fatigue in newsletter reading and paper note return. In the discussion, Marc asked many questions, and John was provided many tasks, which he undertook to deliver on.

**Action:** Mac to alert parents on the Facebook group which notes they should have received.

#### 5. Services to the School

- Joanne provided an update on the [Clothing Pool](#), tabling Attachment B which covers September.
- There has been a summer clothes surge, pre-school shirts are ready for 6 November, and uniform 2020 pack preparations have begun.

## 6. Principal's Report

- John reported that Grandparents Day was huge this year, and saw the first performance of students who've been working with Erindale College music staff.
- The Year 5 and 6 Market Day was a big success, and raised approximately \$2,000 for the school, the largest sum ever.
- More broadly, Term 4 is busy with Grade 6 is preparing to leave the school, carol night coming, and reports and class placements for 2020 being made ready to go out at the end of Week 8.
- Grade 6 graduation appears to be on track, with broad consensus on planning and budget.
- Year 5 completed Cambridge preparation tests - this is currently being marked by Cambridge itself to ensure integrity. Feedback will provide international comparators.
- John reported that the school is one of seven in the ACT that have been chosen to trial the new pre-school program for three-year-olds, commencing in 2020.
- The absence SMS system has been in operation for two weeks - no difficulties as yet.
- Double glazing has been completed, and as the seasons change the positive impacts are being felt. John also thanked the P&C for funding the oval improvements - steady attention has kept everything green.
- John noted that he has submitted an application for a further \$20,000 for landscaping funding through the Federal Government. If successful, this spending would need to occur very quickly - John may seek additional funds from the Committee to maximise the opportunity.

## 7. Any Other Business and Open Mic

- The Committee discussed the end of year teacher thank you event and agreed to look at hosting it on 18 December. Preparations would commence after the school fete.

## 6. Close and Next Meeting

- The group agreed to the following dates for next meetings:
  - Monday 9 December (Term 4, Week 9) including the end of year P&C Dinner  
**Action: Marc** to book BBQ Nation.
  - Monday 17 February 2020 (Term 1, Week 3) for the Annual General Meeting.
- Marc closed the meeting at 8.04pm

Attachment A

**WHPS P&C TREASURER'S REPORT**

**28 October 2019 Meeting**

**1. Financial Statements**

The bank account reconciliation is below.

**2. Comments**

The balance of the P&C **General account** as at 28 October 2019 is **\$53,123.35**, down from \$60,014.53 at the 16 September 2019 P&C meeting.

The balance of the P&C **Clothing Pool account** as at 28 October 2019 is **\$4,847.21**, down from \$5,772.34 at the 16 September 2019 P&C Meeting.

Summary of financial transactions in the **general account** since the 16 September 2019 meeting:

**Income**

Interest	\$7.62
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**Expenditure**

Reimbursement fete expenses - D&K Williams	\$185.86
Fete costs - Noahs Ark Farm Friends petting zoo	\$880.00
Purchases for 2020 Father's Day Stall - Crown Concepts	\$1,102.94
Gift to WHPS	\$4,730.00

**3. Outstanding Items**

Nil

**4. Commitments**

Nil

**5. Notes**

Nil

**6. Other Business**

The current Committee now has authority to talk to the ATO on behalf of the P&C Association. Process underway to get charity status reinstated with ACNC (and hopefully backdated to when it was revoked in June 2015).

Attachment B

## P&C UNIFORM POOL MONTHLY REPORT Sept 2019

28/10/2019

Opening Bank Balance 31/07/19	Float	Total
\$5,141.80	\$250.00	\$5,391.80

**Receipts**

Cash sales banked				
Week 2, Term 3	\$0.00			
Week 6, Term 3	\$300.00			
Week 7, Term 3	\$0.00			
Week 8, Term 3	\$0.00			
Week 9, Term 3	\$0.00			
EFT Banked	\$444.00	<b>Interest</b>	<b>Online Orders</b>	<b>Total Banked</b>
<b>Total</b>	<b>\$744.00</b>	<b>\$0.00</b>	<b>\$225.36</b>	<b>\$969.36</b>

**Expenditure**

Suppliers		Bank fees	Misc	
LW Reid	\$ -	\$ 65.82		
				<b>Total Spent</b>
				\$ 65.82

Closing Bank balance - 30/09/19	Float	Total
\$6,045.34	\$250.00	\$6,295.34

**Stock (approx): \$33,000**

- Fairly busy last Wednesday (will be reflected in the next report)
- Open again this
- Preschool shirts ready for distribution on their open night (6th Nov)
- Will set up just before midday on Wednesday for Kindy pack orders - need to confirm Book Pack Pick Up date - TBA on form. Will need volunteers to distribute purchased uniforms.
- Plan to call Marist and McKillop again to see if they want to purchase a box of grey gaberdine shorts that we've had for years.

• Quickcliq commission rate ↑ from 2.6%+GST to 2.7%+GST