

# WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION

## Draft MINUTES

General Meeting - Monday, 1 May 2017

### Attendance and Apologies

Committee (5):	Marc Dal Cortivo (President), Mac McCann (Vice President), Jason de Rooy (Secretary), Scott Emerson (Treasurer), Anna Buesnel, Rebecca Reilly.
Members (7):	Sarah Manning, Jill Hayes, Justine Bourke, Dale Tomes, Nathalie Tochon-Danguy, Georgina Thomsen.
School (1):	John Manders.
Apologies (6):	Emma Kate McGuirk, Ellen Laenen, Karen Carmody, Kylie Charlesworth, Vicki Gwilliam, Danielle Trelogen.

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

- Marc opened the meeting at 7.07pm and welcomed all. Apologies were noted as above.
- The draft minutes from the March 2017 General Meeting were accepted as final.  
Action: **Jason** to arrange publication on school website.

### 4. Treasurer's Report

- Scott circulated the current Bank Account Reconciliation (attached) and the group discussed. The balance of the main account was \$43,818.33 as at 1 May 2017.
- It was noted that changes to bank account signatories and online logins were nearly finalised, however as previous meeting minutes did not stipulate specific Daily Limits for new account holders, these are included as follows: Scott Emerson (Treasurer) \$20,000, Marc Dal Cortivo (President) \$5000 and Mac McCann (Vice President) \$5000.
- Marc noted that the 2016 Audit had been completed, the Association's financial report in accordance with Australian Accounting Standards. Marc undertook to pick up the report and other materials from the volunteer auditor (and drop off a thank you gift) and pass onto Scott.

### 5. Community Activities and Engagement

- The 24 March **Murder Mystery Night** was reported to be highly successful, providing a great night out for over 60 sleuths and raising approximately \$1,300. All involved were thanked.
- The 5 April **McCann Easter Fair** was also reported to be highly successful, with the positive behaviour of WHPS students remarked upon. Approximately \$2,300 was raised. A key learning was to ensure external providers set up earlier. All involved were thanked.
- Preparations for next week's **Mother's Day Stall** were all on track. Facebook had been useful for arranging volunteers.
- Anna noted that preparations for the Friday 2 June **School Disco** would ramp up over the next few weeks.
- The committee welcomed Emma Kate's offer to convene the **School Fair** subcommittee.

### 6. Services to the School

- In Karen's absence it was assumed that all was ok with the **Clothing Pool**.

## 7. Principal and School Board Report

- John outlined the membership of the 2017 **School Board**, which includes meeting attendee Dale Tomes. The Board would hold its first meeting on 2 May 2017.
- John and the group noted the recent success of the 5 April **Athletics Carnival** and last week's **Year 3-4 Camp**. The **Cross Country** would be held on 3 May. Plans to offer **French after school** had been slowed while Alliance Francais sought an alternative instructor.
- John noted that Term 2 would conclude with **Semester 1 Reporting**, including parent-teacher meetings in Week 9. Parents are very welcome to engage with teachers and make appointments outside these times, and to consider contacting the school's three Executive Teachers. As reported in the media, the ACT had decided to defer completing **NAPLAN** online this year.
- John introduced the group to the school's work to establish a school-wide **behaviour management approach**, which would make use of the [www.epraise.co.uk](http://www.epraise.co.uk) tool to 'bombard' attention to positive behaviours. The approach would be launched in the next week, with information being provided to parents.
- **Pre-school (and high school) enrolments** are now open on the [www.education.act.gov.au](http://www.education.act.gov.au) website.

## 9. Other Business and Open Mic

- On questioning, John provided an overview of the master-planning process for the school's proposed **playground landscaping**, which are unfortunately slow. The Committee invited John to bring forward a partial proposal (possibly in relation to tree planting) for the P&C to consider funding at the next meeting, noting that a full plan was somewhat in the hands of the Directorate.  
Action: **John** to prepare funding proposal.
- Jason noted that Georgina had identified two possible dates for a **second 'ride to school'** event – Wednesday 18 October (T4,W2) is national Ride2Work day, and Wednesday 6 September (T3,W8) is National Health and Physical Education Day. The group agreed to look at this early in Term 3.

## 10. Next Meeting

- The P&C confirmed its next meeting would be on **Monday, 19 June** (Week 9, Term 2), and scheduled the remaining meetings for the year on Monday 25 July (Week 2 Term 3), Monday 11 September (Week 9 Term 3) and Monday 16 October (Week 2 Term 4).
- Marc closed the meeting at 8.15pm.

Wanniassa Hills Primary School P&C Association  
Bank Account Reconciliation 1 May 2017

	Year to Date 01-May-17	Full Year 31-Dec-16
<b>Opening Balance 1 January</b>	<b>46,646.73</b>	<b>31,534.24</b>
<b>Receipts</b>		
Interest	39.75	113.30
SOCS		540.00
Pre-School T-Shirts		503.75
Pre-School Plates		1,638.00
Mother's Day Stall		2,208.05
Father's Day Stall		2,336.00
Trivia Night		1,579.40
BBQ Proceeds		4,890.52
Raffle Takings		4,900.00
Fair less Float		14,214.75
Uniform Free Day		-
Graduation Bears		-
Year Book	300.00	2,160.00
Disco		3,905.90
Portrait Fundraiser		600.00
Bright Start Kids Fundraiser		-
Lunch Day Takings		910.90
End of Year Concert		1,613.63
Murder Mystery Night	1,404.00	1,007.35
Sponsorship	745.05	1,586.34
Tfr from Canteen Account		9,000.00
Other		-
<b>Total Receipts</b>	<b>2,488.80</b>	<b>53,722.89</b>
<b>Payments</b>		
Bank Charges		0.80
Mother Day Stall	500.00	1,210.99
Fathers Day Stall		1,014.93
Disco Cost		1,249.70
Fair Costs		6,568.37
Fair 2015 - Art Canvases		-
Pre-School Plates		1,332.50
Raffle Printing and Licencing		510.89
Raffle Prizes		2,159.00
P&C Affiliation Fee		398.97
Pre-School T Shirts	277.20	-
Fees to ACT Govt		-
Donation to WHPS	4,540.00	15,950.00
Sport Representation		-
Teacher's Breakfast		195.37
Graduation 2015		1,872.24
Graduation 2014		-
Year Book		1,972.97
Insurance		835.09
Proper Plant and Equipment		2,696.00
Special Lunch Costs		-
Other		642.58
<b>Total Payments</b>	<b>5,317.20</b>	<b>38,610.40</b>
<b>Closing Bank Balance</b>	<b>43,818.33</b>	<b>46,646.73</b>

Wanniassa Hills Primary School P&C - Main Account

Date	Description	Category	Expenditure	Income	Balance
31-12-16	Opening Balance				46,646.73
01-01-16	Interest	Interest		8.90	46,655.63
23-01-16	Southern Cross Club - Sponsorship	Sponsorship		745.05	47,400.68
01-02-17	Interest	Interest		7.96	47,408.64
10-02-17	Advance for Mothers Day Stall	Mothers Day Stall	500.00		46,908.64
10-02-17	Screen Printing for Pre-School T-Shirts	Pre_School T-Shirts	277.20		46,631.44
01-03-17	Interest	Interest		7.20	46,638.64
11-03-17	Book Club Deposit	Other		201.00	46,839.64
11-03-17	2016 Year Book Sale	Year Book		300.00	47,139.64
11-03-17	Book Club Deposit	Other		274.00	47,413.64
16-03-17	Murder Mystery Deposit	Murder Mystery Night		100.00	47,513.64
20-03-17	Book Club Payment - Scholastic Australia	Other	201.00		47,312.64
20-03-17	Book Club Payment - Scholastic Australia	Other	274.00		47,038.64
01-04-17	Interest	Interest		7.98	47,046.62
21-04-17	Murder Mystery Deposit	Murder Mystery Night		1,304.00	48,350.62
27-04-17	Donation to WHPS	Donation to WHPS	4,540.00		43,810.62
01-05-17	Interest	-Blank-		7.71	43,818.33