



WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



General Meeting - Monday, 27^h March 2023

Attendance and Apologies

Committee (5):	Rebecca Reilly (President), Amelia Anthony (Vice President), Justine Bourke (Treasurer), Felicity Matosevic (Public Officer), Georgina Thomsen (Secretary)
Members (6):	Kylie Charlesworth, Stacey Dunn, Elesa Kurtz, Clare Jones, Joanne Hann, Sarah Manning
School (1):	Scott Fagan
Apologise (2):	Naznin Schwab (Committee Member), Mellanie Hawke (Committee Member)

1&2. Welcome, Apologies and Confirmation of Minutes

The meeting was opened with the new committee. The incoming president thanks the outgoing secretary for their service over the years.

The minutes of the previous meeting were confirmed.

3. Treasurer's Report

Treasurer tabled the latest financial report (appendix A), noting:

- 1) Reimbursement for Mac McCann for the 2022 yr6 graduation
- 2) Reimbursement for the ride to school day (24th March 2023)
- 3) No funding requests had been received from McCann Properties for the Easter Fair. If a request is received, then this will be approved out of session.

4. Community Activities and Engagement

- 1) There was discussion on the need for a fundraising committee member, however the established that an event coordinator should be available for each P&C function.
- 2) In an effort to increase community engagement the following actions were agreed
 - Next meeting to have an optional dial-in, in addition to the in person meeting, and depending on the success of this option then 1 meeting per term will have a dial in going forward.
ACTION: Scott to organise to make a dial in available for the next meeting.
 - Query the school community via a survey in the school newsletter and facebook group to understand what the community feels is important for the P&C to focus on.
ACTION: Scott to organise a survey to feature in an upcoming newsletter.
ACTION: Justine to post to facebook group with next meeting for participation as well as any ideas that people would like to raise.

- 3) Ride to school event held, event summary provided in Appendix B. A couple of suggested changes:
 - Obtain a loudspeaker for the announcements
 - K-2 didn't know they were to stay on the basketball courts.
 - Revisit serving logistics once the HVAC improvements are complete.
 - The committee agreed to host the event again in Term 4, week 1.
- 4) Disco: planned for Term 2
 - K-2 from 6-7PM
 - 3-6 from 7:15-8:30PM
 - Any volunteers would need a WWVP card

ACTION: Justine to discuss with Anna about being the event coordinator
- 5) Book night (August)
- 6) Special Lunch, potentially T2 WK5, Kylie has volunteered to be event coordinator for this activity. The idea was floated that Erindale College students may be able to assist with this event.
- 7) Mothers Day stall is on track, no P&C support needed at present.

5. Clothing Pool

The clothing pool coordinator tabled the latest clothing pool report (appendix C), noting:

- 1) Senior hoodies are still being discussed with the staff
 - 2) Still looking for some further support with the clothing pool with the intention of transitioning the role over the next year.
- ACTION:** Georgina to post to newsletter and facebook looking for an additional support person for the clothing pool.

6. Principal and School Board Report

Principal provided an update regarding:

- The action plan and improvement plan. Indicating some teachers have already attended some external sessions as part of the current focus on numeracy progression.
- Recent school activities including the year 3/4 camp to Birrigai.
- Like most other schools across Australia, WHPS is monitoring the ongoing staffing pressures and teacher shortages.
- Request for P&C to purchase interactive smartboards (stand + panel) to be used across the school. The group agreed to revisit at the next meeting, noting that funds from the Easter fair were also being used for the purchase of the smart boards. The request was for the P&C to purchase 2-3 boards.

7. Any Other Business and Open Mic

- A question was raised regarding participation in world teachers day / admin staff day. The committee indicated that the P&C typically contributes to an end of year event for the school staff.

8. Close and Next Meeting

Next meeting: Monday 8th May (week 3) @7PM

Meeting close: 9:08PM

Attachment A - Treasurer's Report

WHPS P&C TREASURER'S REPORT

27 March 2023 Meeting

1. Financial Statements

The bank account reconciliation is below.

2. Comments

The balance of the P&C **General account** as at 27 March 2023 is **\$53,836.51**, down from **\$53,983.51** at the 20 February 2023 P&C meeting.

The balance of the P&C **Clothing Pool account** as at 27 March 2023 is **\$8,346.25**, down from **\$11,603.15** at the 20 February 2023 P&C meeting.

Summary of financial transactions in the **General account** since the 20 February 2023 meeting:

Income

Nil

Expenditure

Reimbursement Mother's Day Stall stock	\$147.00
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3. Outstanding Items

Expecting to reimburse additional food and decoration costs for 2022 Graduation and costs for the Ride/Walk to School event held last week.

4. Commitments

Nil

5. Notes

Nil

6. Other Business

Nil

Attachment B – Ride to school day (24th March 2023)

Thanks to some great donations of pancake mix & prizes and a wonderful team of volunteers.

- P&C: Marko, Mellaine, Kylie, Kat, Chloe, Vanessa
- Staff: Belinda, Katie, BSO, yr6 parliament

Notes:

- Prizes:
 - 3x hats & 10x key chains, donated from runners shop,
 - 3x frisbee, 3x \$25 QBD book vouchers, 3x bouncy balls, purchased by P&C
 - (next time: offer bike locks as prizes)
- 37x regular & 2x gluten free pancake mix
 - 21x regular & 2x gluten free purchased by P&C
 - 7x regular & 2x gluten free & vegan (dairy/egg free) cooked in advance
 - 30x regular cooked on the morning (starting 7:30AM)
- Fruit – all donated by Woolworths Erindale
 - 1.5x boxes bananas, 2x boxes apples
 - Significant amount of leftover fruit
 - Do we want to provide a certificate of appreciation to Woolworths Erindale?
- Napkins – supply used from canteen (likely left over from the fete)
- Cooking oil spray cans, paper towels, foil tray, table cloths, BBQs, gas bottles, 3x trestle tables
- Honey/Maple Syrup – taken from staff room.
- Entertainment provided by the PE staff (Belinda)
- Total cost to P&C: \$176.14

Attachment C – Clothing Pool Report

P&C UNIFORM POOL REPORT

February 2023

27/03/2023

Opening Bank Balance - 01/02/2023	Float	Total
\$7,232.99	\$87	\$7,319.99

Receipts

Cash sales banked				
Term 1, Week 1	\$600.00			
EFT Banked	\$2,503.00	Interest	Online Orders	Total Banked
Total	\$3,103.00	\$0.00	\$1,616.95	\$4,719.95

Expenditure

Suppliers		Bank fees	Misc	
LW Reid	\$ 2,650.58	\$ 37.66		\$2,688.24
Spartan				
				Total Spent
				\$ 2,688.24

Closing Bank balance 28/02/2023	Float	Total
\$9,264.70	\$87	\$9,351.70

Stock (sale value): approx \$18k

- Senior hoodies in school's hands - looking at student voice, possibly indigenous design
- Continued with discounted old stock - have cleared a lot of it out (only a few of the summer dresses left plus some winter tunics). Starting to clear out old logo (with name below it) but without same urgency, moving through dark navy jackets too
- Huge day in Feb - 1st day back over \$2000 via credit card plus \$600 cash banked!
- Have recently placed orders for winter stock (jumpers, jackets, tracksuit pants)
- Some shirts still in short supply at LW Reid, so erring towards too much stock on hand to minimise inconvenience
- Current balance is \$8,346.25 with \$3,390.36 owing to LW Reid - extended credit means not due until 25/06/2023