

Wahroonga Public School P&C Association General Meeting 7pm, Wednesday the 2nd August 2017 in the Staff room

1. Acknowledgement of country, welcome all attendees and President's address

Present: EK, EP, NH, HG, MJ, BH, DF, KC, JH, KT, KG, LR, KC, VH, IVL, RL

RL opened the meeting at 7.06pm

2. Apologies – TM, JG, AU

3. Previous Minutes

General Meeting held 14 June 2017

Accepted as a true and accurate reflection. Proposed: NL Seconded: NH

4. Business arising from minutes of previous general meeting

- RL to update on status of Building Fund

RL is currently checking all documentation and will update at next meeting

- RL to update on uploading of information onto ACNC site

RL advised that this was completed by the end of July. All insurances have been renewed and public liability for Spring Fair has also been completed

- Motion raised 'Code of Conduct Policy' and 'Grievance, Complaints and Procedures Policy' to the WPS P&C by-laws

Proposed by RL : All in favour **Motions passed**

- Motion raised Sub-clause 7 of WPS P&C by-laws to be amended to include ' Membership is eligible for anyone with a connection to the school (i.e. Staff relationship, community relationship, a student or past student at the school), or whoever falls within the school's catchment area. Anyone outside these guidelines may be accepted as a member by a majority vote of the membership at a general meeting.'

DF suggested editing sub-clause to read ' having a student or past student'

Proposed by RL : All in favour **Motion passed**

- P&C Federation Representative talk on GONSKI funding

TM will update at the next meeting

- Funding for a new P&C storage shed

RL sourced a builder to inspect the proposed site for shed. Still awaiting written quote however verbal quote given of approximately \$8000. This includes full weather and rodent proofing, power, drainage and lockable roller doors.

Roller doors were recommended by builder as are more secure and better longevity. Suggestion made of having storage container but agreed poor functionality and not a working solution. HG suggested investigating quote for swinging door.

Action: RL will seek quote for swinging door and bring quotes for both doors to next meeting.

- Audit Report recommendations

RL plans to arrange a meeting with the P&C Executive Committee to determine the recommendations in recent auditors report that need to be implemented.

5. President's report

RL advised that air conditioning units are currently being installed in the classrooms and commended the school community for their fund raising efforts towards this project.

6. Principal's report

CF spoke to report provided by TM. In addition:

- CF wished to highlight to committee organisers that a new process is in place for making purchases. At the recent athletics carnival, WPS purchased sausages to be used for athletics carnival BBQ. WPS are no longer able to make purchases on behalf of P&C for items that will be sold for profit. As WPS will be audited next year, it is important to avoid this situation recurring.
- VH advised that it can take several months to be reimbursed for purchases made for P&C fund raising events. RL will investigate why there is such a significant delay in reimbursement. RL proposed a P&C credit card to be used for all future purchases.
- NH advised that for accurate accounting purposes, any stock items that received by P&C from WPS (for example, leftover stock of lollies from WPS band festival recently used for athletics carnival) needs to be accounted for to avoid false profit being recorded.
- DF discussed the 'well being' video presentation at assembly and asked how this was going to be reinforced in class. CF advised that TM plans to share the video with the teachers who will use it for further discussion in class at an age appropriate level.
- BH commented upon the ICAS examination being held on the same day as the athletics carnival and why only a small proportion of children were allowed to sit the exam on the following day. CF advised that the athletics carnival was rescheduled due to date clash with North Sydney girls hockey competition and limited availability in school calendar for alternative dates. Preferable for students to sit exam on date specified by ICAS. Consideration for ICAS state award only for candidates completing exam on specified date.

Action: TM to provide details on why ICAS exam was held on same day as athletics carnival

- Lengthy discussion on continuing problem of parents misusing school side entrance. Boom-gate is currently broken. Suggestion made to seek quote to replace boom-gate with sliding gate and also consider creating a separate pedestrian pathway.

Action: Discuss alternative to boom-gate problem and propose solutions

7. Treasurer's report - Position currently vacant

AM has provided a report updating P&C financials.

8. Uniform Shop Committee

NH spoke to her report, in addition:

- In response to the issue raised with school photos, CF advised she will discuss this with CG who is organising the school photos this year.

9. Events and Fundraising Committee report

VH read report provided by KW.

10. Environmental report

RL read the report on behalf of AU

11. Spring Fair report

KT read to her report. In addition she advised:

- An additional \$5000 has been received since the report was submitted and noted the incredible generosity of gifts and donations.
- To encourage the sale of raffle tickets, KT suggested a prize be given for the student who sells the most tickets. Suggestion also of a prize for the class that sells the most tickets including: multi day, paperless day and ice blocks

12. Correspondence

Email received from P&C Federation advising of their upcoming AGM and outlining a motion on religious education. P&C Federation plan to urge NSW government that children who choose not to receive religious education should be allowed to participate in curriculum lessons. Currently, this group of children are not allowed to be taught during scripture time.

13. General matters

- IVL has placed a box for WPS at local Woolworth supermarkets so that 'earn and learn' promotional stickers can be collected. IVL suggested that this be mentioned in newsletter and school stream to encourage collections.
- IVL advised that attendance at the forthcoming 'inter relate' evening will be payable by cash. NH will organise EFTPOS machine from Uniform Shop to be available on the evening to provide alternative means of payment.
- IVL suggested that WPS advise parents how funds raised at recent WPS Band Festival will be spent.
- KT asked how funds could be accessed for the Spring Fair purchases. RL will organise prompt reimbursement so committee members are not out of pocket.

Meeting closed at 8.29pm
Next meeting 6th September 2017

Wahroonga Public School P&C Association General Meeting Agenda

Date: Wednesday 6 September 2017

Time: 7pm

Venue: Staffroom

Please ensure you have signed the attendance register

1. Welcome all attendees. 'We acknowledge the Traditional Owners of the land on which we meet today. We also pay respect to Elders past and present.'

2. Apologies

3. Previous minutes - General meeting 2 August 2017

4. Business arising from previous minutes

- RL to update on status of Building Fund
- Motion raised - RL: *Sub-clause 7 of WPS P&C by-laws to be amended - 'fifty cents' to be replaced by 'two dollars'.*
- Motion raised - RL: *Sub-clause 8 of WPS P&C by-laws to be amended as follows -*
 1. Insert (a) before the words 'The President'; and
 2. Insert the following as subclause (b) -
'Any member who has been determined not to adhere to the Code of Conduct by receiving:
 - (i) three written requests from the P&C President and the Principal to behave in a civil and respectful manner in accordance with the Code of Conduct followed by,
 - (ii) a majority vote of the P&C membership at a general meeting,shall immediately cease to be a member.'
- P&C Federation Representative talk on GONSKI funding - TM
- New P&C storage shed - RL to seek quote for roller door and swing door
- ICAS Day - TM to advise on decision to move ICAS day
- Access through Gate A - Seek solution to boom gate problem and alternatives to be discussed
- Audit Report recommendations

5. President's report - RL

- Approve new Treasurer, Liz Kennedy
- Cash Advance Form and Charge Cards
- Ratification of Fair raffle

6. Principal's report - TM

- SUEZ Community Grants & solar panels

7. Treasurer's report

8. Uniform Shop Committee report - NH

9. Events and Fundraising Committee report - KW

10. Environmental report - AU

11. Spring Fair report - KT

Wahroonga Public School P&C Association General Meeting Agenda

12. Correspondence

- P&C Federation Media Release re education & learning being a priority during class time

13. General matters

- Telstra \$1200 grant - KC

Next meeting: 25 October 2017

Education and Learning should be the priority for all students during class time in schools

P&C Federation's 2017 Annual General Meeting (AGM) endorsed the position that students not enrolled in Special Religious Education (SRE) should be allowed to engage in curriculum-related work.

Under the New South Wales Department of Education's current Religious Education Policy, no formal school activities or academic education during times when SRE classes are running. This essentially means students not enrolled in SRE are barred from productive school work during these times.

A review into SRE and Special Education in Ethics (SEE) in Government schools recommended that this be changed to allow students not enrolled in SRE and SEE to do other regular classwork. However, the Department of Education rejected that recommendation earlier this year.

P&C Federation Susie Boyd commented "Considering the majority of students are not enrolled in these classes, it's inexplicable that we treat these classes with such privilege."

"We believe SRE classes should be treated as any other classes: students should be free to enrol in them, and those who don't should be free to do other productive work. Instead, we hear innumerable stories from parents about their children being forced to twiddle their thumbs for an hour while SRE classes are running. This amounts to about forty hours of the year where the majority of students are barred from studying, and from an educational standpoint, that simply makes no sense."

Ms Boyd added "There is no legal obligation to bar such students from study. Forty additional hours of educational instruction could make all the difference in lifting educational standards statewide, and given the constant concerns about our state's declining Programme for International Student Assessment (PISA) results one would think this would be a priority. We call on the Minister of Education to cease privileging a minority of SRE and SEE students at the expense of the majority, and allow all students to do productive work when these classes run."

Like all motions at the 2017 AGM, this position was formally adopted due to lobbying from P&C Associations in New South Wales.

"This motion reflects a groundswell of parents wanting their children to do productive work, and we intend to work from this point on to change the Government's policy on this matter."

Sydney, NSW, 28 August 2017

Authorised By:

President Susie Boyd

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SPRING FAIR REPORT

We have just under 2 weeks to go before the Spring Fair (SF) on the 9th of September. The SF sub committee keeps making fantastic progress in getting this event organised.

We have found some very generous sponsors with over \$18.000,- raised in total!

Chateau Constructions \$3500,-
Nick Fiennes \$3000,- + photo shoot donation worth \$750,-
Beehive to donate \$3000,-
Chadwick real estate \$2500,- donation for raffle prizes
Turramurra vets sponsors the petting zoo (worth \$1200)
Westpac \$1000,-
Pharmacy Depot \$1000,-
Laidre \$550,- to sponsor Sydney dunk tank
Lane and Lane Hornsby \$550 to cover raffle ticket printing
North Connex \$500,-
C3 church \$500,-
Mr Drains \$500
Amber tiles \$300
HSA Landscapes \$300
Pattons (specialist in textile solutions) \$250,- sponsors the jumping castle
IGA (Chris's family) is donating a \$200 voucher
La Zana donates 2x \$100 voucher for Silent Auction

The range of Silent Auction offers is looking very promising; we have many exciting offers including A robotic pool cleaner worth \$1850,- which has been donated by Chrystal pools. The aim is to raise \$5000,- in this particular aspect of the SF, I am positive we will reach this goal, if not double it!

The mufti day on the 24th of August was a great success, and so was the stall on Eastern road where we had a sausage sizzle and sold 350 raffle tickets. The children involved loved selling to the public.

Every Bush school family has received a raffle ticket book, and by popular demand we had to order 500 more books (of 10).

It will be interesting to see how many tickets will be sold. We have fabulous prizes and a great incentive (principal for the day!) to sell tickets. The raffle will be drawn at the SF at 2:30PM, by Mr. Moth (?).

Wristbands and tile art can be booked on flexischools.
Stalls booked: 18, revenue is \$2500,-

Banners are up in the community, and flyers are being distributed. We are now working on the maps (what goes where) and the finishing touches. We are set for a fun and successful day.

Kind regards,

Karien Tam

Uniform Shop Subcommittee Report – Sept 2017 P&C Meeting

Prepared : Nilu H

2017 PROPOSED Budget for WPS Uniform Shop			
Opening Cash at Bank			
RECEIPTS (Income)	Jun-17	Jul-17	Aug-17
Total Stock Income	\$ 5,914.65	\$ 3,116.40	\$ 6,051.15
Other Income	\$ 2.67	\$ 83.47	\$ 37.38
Monthly Receipts	\$ 5,917.32	\$ 3,199.87	\$ 6,088.53
YTD Totals	\$ 85,876.32	\$ 89,076.19	\$ 95,164.72
PAYMENTS (Expenditure)	Jun-17	Jul-17	Aug-17
General Expenses	\$ 276.41	\$ 195.25	\$ 369.00
Total Payroll Expenses	\$ 1,332.78	\$ -	\$ 1,777.05
Total Cost of Sales	\$ 4,954.42	\$ 2,027.55	\$ 1,303.05
Audit Fees	\$ 1,155.00	\$ -	\$ -
Content Insurance	\$ -	\$ -	\$ 756.00
Accounting/Bookeeping fees	\$ 178.50	\$ -	\$ 546.00
Yr6 Jerseys Pre-sold	\$ -	\$ -	\$ -
Monthly Payments	\$ 7,897.11	\$ 2,222.80	\$ 4,751.10
YTD Totals	\$ 79,549.18	\$ 81,771.98	\$ 86,523.08
School Contribution	\$ 25,000.00		
Closing Cash at Bank	\$80,187.46	\$81,164.53	\$82,501.96
Gross Profit	\$ 960.23	\$ 1,088.85	\$ 4,748.10
Net Profit	-\$ 1,979.79	\$ 977.07	\$ 1,337.43

2017 Actual for WPS Uniform Shop			
Opening Cash at Bank			
RECEIPTS (Income)	Jun-17	Jul-17	Aug-17
Total Stock Income	\$ 6,049.00	\$ 2,829.00	
Other Income	\$ -	\$ -	
Monthly Total Income	\$ 6,049.00	\$ 2,829.00	\$ -
YTD Total Income	\$ 82,501.74	\$ 85,330.74	
PAYMENTS (Expenditure)	Jun-17	Jul-17	Aug-17
General Expenses	\$ 417.33	\$ 155.33	
Total Payroll Expenses	\$ 1,340.77	\$ 1,340.77	
Total Cost of Sales	\$ 6,603.63	\$ 5,659.33	
Audit Fees	\$ -	\$ -	
Content Insurance	\$ -	\$ -	
Accounting/Bookeeping fees	\$ 100.00	\$ 100.00	
Yr6 Jerseys Pre-sold	\$ -	\$ -	
Monthly Total Expenses	\$ 8,461.73	\$ 7,255.43	\$ -
YTD Total Expenses	\$ 68,186.19	\$ 75,441.62	
School Contribution			
Closing Cash at Bank	\$104,754.52	\$75,761.03	\$81,164.53
Gross Profit	-\$ 554.63	-\$ 2,830.33	\$ -
Net Profit	-\$ 2,412.73	-\$ 4,426.43	\$ -

Report from Jane F- Uniform Shop Manager

This is the only quiet time in the entire year

July - 2 week month, minimal sales.

LWR had a clearance offer on out track tops and pants so I have bought up enough for the new Kindy, instead of paying full price in November.

August - 5 week month but minimal sales again.

Parents are buying way more secondhand than previously, which is pure profit, but hits full price sales.

P&C decided on new sports top design and I have ordered ready for 2018 delivery. Sale price of new lines will be higher than current price which should help clear existing stock.

The Shop has been quiet but I have been busy with November Kindy Days prep. I have written the Uniform welcome letter needed for the Kindy packs which go out in the next week or so, along with the revised pricelist ready for the new season and the updated Kindy order form. I've also set up a new class on Flexi called Kindy 2018 to encourage new families to buy early.

I have also been reviewing stock levels and sales and sending out the stock orders needed for staggered deliveries from Sept to next Easter.

Volunteers - major campaign needed via class parents to drum up some regular helpers, as I am regularly working entirely on my own. This is OK in July & August,

but cannot carry on into September.

The online Sign up system relies on people actively signing up for sessions, while the old system worked on an opt out basis. The old rota assigned regular slots to helpers for a whole term, and then they rearranged and swapped shifts amongst themselves to fill any gaps. The new system seems more impersonal and remote which doesn't seem to suit our helpers.

The Online Sign up link is <http://signup.com/go/UXPHUb>

Any ideas on this will be gratefully received.

If I think of anything else, I'll let you know.

Jane