

# Wahroonga Public School P&C Association General Meeting

Wednesday 24<sup>th</sup> October, 2018 in the Staff room

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

Present: LK, NH, VH, KT, RL, CF, AS, AB, KB, AM, RR, SG. RL opened the meeting at 9:25am.

## 2. Apologies – HG, KW.

## 3. Previous Minutes

General Meeting held 10<sup>th</sup> September 2018

Accepted as a true and accurate reflection. Proposed: LK Seconded: AS

## 4. Extraordinary Presentation

Sharon Ford, Director of Educational Leadership for the Hornsby Principal Network, spoke about the process of selecting a new principal for Wahroonga Public School. All present agreed that it was a big loss for the school and we have huge shoes to fill, however it was important for the development of his career to move to a new school. The new principal will be a Department System Principal and they will have to be a good fit for the school. In terms of time frame, SF hopes to have the new Principal in place for early December, but noted that it could be next year before they start. If the right principal is not found during the first round process, subsequent rounds will be held until the merit selection panel members are satisfied with the choice of principal. Participants in the selection panel will be Sharon Ford, Aimee Durrand (WPS Teacher), Peter D'Ermilio (Principal, Metella Road Public School), Aarti Soni (WPS P&C Representative).

## 5. Business arising from minutes of previous general meeting

### Cash Handling procedures

Procedure accepted.

## 6. President's report

No Audit report as yet, moving slowly. Approval documentation for the tender is with the Department of Education, again another slow process. WWCC: Procedure needs to be documented, RL to finish.

## 7. Principal's report

Staff Update: Lauren Clarke is our new school counsellor, this year she is in addition to our current school counsellor Isuri Kwok. Lauren's days are Monday and Friday and some Wednesdays.

### Grounds and Building Update:

*Community Building Grant:* Replacement of wooden seating slats were rotten will be completed by Facility First soon. A scope needs to be written for the other items we are waiting for this to be completed by the Department of Ed. The job will go out to tender, the company will be selected and then it will be completed.

*Fences and Gates for Driveways:* The scope is being completed and a tender meeting should be scheduled for next week. The tenders will close in 3 weeks and a builder should be selected by the end of the term.

*Sportsfield:* The Sportsfield contract has been signed and the builder visited the school on Monday to and discuss the scope of works. The work will be completed mainly during the Christmas holidays. It will commence on Monday 10 December and will hopefully be completed by Friday 1 February, depending on the weather. The construction area will be fenced off and the builders will be using Gate C for access. They have agreed to not start machinery until Thursday so that the noise will not disturb the K-2 Celebration and 3-6 Presentation Assemblies.

Colour Fun Run: We raised approximately \$40 000 for the Fun Run. The students had an amazing start the term. The school is very grateful to Mrs Groves, Ms Cannon, the parents who helped before, during and after the event. The director of the company said it was the best organised event he has attended and he was impressed with how many parents who helped during the event, how well it was organised and how much money we raised. The school has been offered free paint if we wanted to do it again next year. It was a very fun and memorable day.

75<sup>th</sup> Celebration: The students thoroughly enjoyed the Kooki Challenge, medallion and their cupcake. Many visitors to the school reminisced as they perused the displays, photographs and videos. Thank you to the many parents who organised and set up the displays it was a huge group effort and the hall looked fantastic.

Swimming: Swimming lessons have started for Term 4. The students will have 8 lessons. Catherine Moore is the swimming teacher who runs the program. The pool is 60 years old it will require maintenance at some point.

2019 School Structure: At present I am planning on forming 28 classes in 2019. We had very small Kindergarten classes this year. Once parents inform us of their enrolment intentions for 2019 and return their notes we will know the student numbers for 2019 and final decisions can be made about staffing for 2019.

Performing Arts Report:

*Band:* Band tour to Gunnadah is coming up, with all students and staff looking forward to the experience. Year 2 'blow tests' have been held this week to help students decide if they would like to enter the beginner band in 2019

*Choir:* The Schools Spectacular is the focal point of the choir program this term with rehearsals and performances.

## **8. Treasurer's report**

Report presented. Agenda item for next meeting to approve cash float procedures.

## **9. Uniform Shop Committee**

Sales through Term 3, through August/September and into Term 4/October appear to be tracking parallel to previous years. The POS running since the beginning of term 3 shows similar turnover to the same period in 2017 however it isn't reconciled to the paper invoices used throughout August so final reports can't yet be presented. The POS system performs very well on the local network created for it with a further improvement in performance/usability expected when I finish connecting the network to the internet (via one of several possible methods).

Accounts since last meeting are still yet to be finalised, priorities have moved several times with Orientation Day planning, summer stock ordering, transitioning out of winter sales, storing the winter items, unpacking summer stock and summer season bulk indent order arrivals.

Embroidered vests approved last meeting have arrived, will be added to the POS/flexischools this week and we'll soon see the community response. The vests are expected to be received well.

HG greatly appreciative to the handful of new volunteers from last terms push, sadly the school website migration has rolled back all changes made since Term 1 of 2018 including links to the current signup form. So volunteer signup is again slowed and it will take some time to rectify.

NH noted she will be resigning as Uniform Shop convener. NH to email CF regarding uniform shop content for the new DoE website.

## **10. Events and Fundraising Committee**

Breakfast BBQ: 26/10/2018 Volunteers needed, HG offered to do the shop on Thursday. LK also offered. We'll need help with set up, cooking, serving and clean up please!

Cookbook: The cookbook artwork is looking fabulous, is nearly finished and will hopefully be sent off for printing by the end of this week. We should receive the printed books early December, in time for Christmas sales. Thank you Natasha Shaw and Rebecca Buttrose for putting in many hours of designing and editing!

Teatowels: KT suggested to make tea towels with the artwork (kids portraits that did not fit in the cookbook). Special meeting requested to discuss and approve tea towels.

Trivia night 15/09: A very successful event, thank you to Jane Wyatt and other volunteers for coordinating & running this fun night! Total profit of \$20,587, well done team trivia!

The Colour Fun Run: The day turned out a huge success, enjoyed by everyone involved. It was an 'easy' fundraiser, over \$45221,35 was raised by 494 students!

60% of money raised is for the school, 30% for prizes and 10% for the fun run company. Prizes and cash still in finalising stages. \$40480 profit so far. The CEO of the fun run company was present during the event, he thought it was one of the best set ups he has seen in his fun run career, he also praised us highly for having many helpers (even for clear up!) and commented on our wonderful community here at the school.

75th anniversary celebrations: A special meeting was held to approve a budget of \$1400 for this event. It was wonderful day for both current and 'old' students. Many positive comments were received by visitors. The Hall looked beautiful, many interesting items were on display, it was incredible what the 75th anniversary team achieved in a short time frame, a special thanks to Cynthia Groves, Aarti Soni and Shivaun Tijou. Many volunteers helped to make the day run very well indeed.

The 75th yearbook: We are aiming to have the 75th yearbook ready during Term 1 in 2019, this has been postponed as it proved to much together with the organisation of the 75th anniversary celebrations.

## **Social Committee Calendar**

### **Term 4, 2018**

- Term 4 BBQ > 26/10
- Spring Fair 2019 > set a date & find a coordinator, book rides!

- Cookbook / Tea towel sale in December
- Social Committee meeting: 01/11 at 2:30pm

Suggestions for 2019:

Term 1, 2019

- Barefoot bowls?
- Bush school car wash fundraiser with working bee?
- School disco?
- Term 1 BBQ > set date

Term 2, 2019

- Film night?
- Term 2 BBQ > set date

Term 3, 2019

- Spring Fair!
- Term 3 BBQ

Term 4, 2019

- Fun run?
- Halloween event? Film night?
- Term 4 BBQ

#### **11. Environmental report**

No report.

#### **12. Correspondence**

Nil

#### **13. General matters**

SG Suggested an executive meeting before the end of the year to start planning for events in 2019. Date TBD. SG also to develop recruitment form for the P&C table at Kindy Orientation in term 4.

***Meeting closed at 10.50am  
Next meeting: 3rd December at 7:30pm***