



We welcome all parents and interested community members to our meetings - please feel free to come along and ask any questions.

Waitara parents: supporting your child's school experience

Meeting: Waitara Public School P&C Meeting 8, Term 4, 2024

Chaired by: Su-Anne Foo (President)

Attendance:

Attendees		Group	Attendees		Group
Dany Fitzgerald	Prin	WPS	Pam Chevalier	Dep Prin	WPS
Su-Anne Foo	SAF	P&C	Divya Raj	DR	P&C
Amy Hill	AH	P&C	Cassandra Patton	CP	P&C
Samantha Duque	SD	P&C	Shadow He	SH	P&C
Joshua Quinn	JQ	P&C	Debarghaya Dasgupta	DD	P&C
Aparna Selvaraju	APS	P&C	Neha Dasgupta	ND	P&C
Cynthia Tombs	CT	P&C	Sujin Amin	SA	P&C
Ankita Srivastava	ANS	P&C			

Apologies: Tammy Lavis

Location: Staff Room

Date and time: Opened at 9:31am on 6th December 2024

Minutes by: SD

President WaitaraPublicSchool@waitarapnc.onmicrosoft.com

Secretary waitara-pca@outlook.com

Treasurer waitara-pca.treasurer@outlook.com

Uniform shop waitara-pca.uniformshop@outlook.com

Fundraising team waitara-pca.fundraising@outlook.com

1. WELCOME

SAF opened the meeting with Acknowledgement of Country, then declared a quorum and welcomed members to the meeting.

2. MINUTES FROM PREVIOUS MEETING

That the minutes of the previous General Meeting be accepted as true and correct.

Carried (Moved by SAF, 2nd by AH)

3. BUSINESS ARISING

None

4. CORRESPONDENCE

Community Building Partnership (CBP) 2023 Grant

Submission of the final stage is complete and funds were released on 6th November.

5. REPORTS

Treasurer's Report (JQ)

Year ended 30 September 2024 (FY24)

1. Uniform Shop Sales \$148,317
2. Uniform Shop Cost of Sales (\$91,401)
3. Trading Profit \$56,916
4. Fundraising Revenue \$13,647
5. Fundraising Costs (\$13,487)
6. Membership Fees \$25
7. Net Profit \$35,958
8. Bank Account Balance \$104,417
9. Inventory on Hand \$151,176
10. Accounts Payable \$5,599

Two months ended 30 November 2024 (FY25 YTD)

1. Uniform Shop Sales \$15,169
2. Uniform Shop Cost of Sales (\$9,916)
3. Trading Profit \$5,252
4. Membership Fees \$15
5. Bank Account Balance \$156,439
6. Inventory on Hand \$141,478
7. Accounts Payable \$-
8. Building Grant Funds Rec'd \$38,500

Uniform Shop Report (CP)

Next year, Cynthia Tombs will take over the role of Uniform Shop Co-ordinator from Divya Raj.

Kindy orientation went well, there were lots of enquiries made at the Uniform Shop table and uniform samples were shown to new parents.

Magnets with a QR code link to uniform shop website have been popular, and helping to redirect parents to online ordering.

Purchase and installation of storage shelves in progress.

School bags entered into the system at agreed price of \$55.

Uniform Shop will be closed over the holidays, but will open every morning for the whole first week of Term (Mon 3rd to Fri 7th Feb 2025).

CP thanked Divya for her service as Uniform Shop Co-ordinator, as well as all the volunteer shop assistants, and invited everyone to an informal morning tea in the final week of term.

Community Garden (SH)

The garden is looking good. Mulberries have been harvested and the flower beds are well-maintained by the teachers and students. We are ready to assist if needed, but at the moment, there isn't much for volunteers to do.

Fundraising (SD for TL)

It's been another busy year! We're proud to have organised and supported the Kindy morning tea, Harmony Day food festival, Mother's Day and Father's Day stalls, Mini-fete and Father's Day BBQs, Teacher morning tea, and Halloween Disco. Thank you to all the volunteers who have given their time to make these events possible.

Halloween Disco

Motion to approve donation of Disco proceeds (\$4,005.30) to the school

Carried (Moved by SAF, 2nd by AH)

Principal's Report (DF)

When reflecting on the year, I have to say it has been so good to feel satisfaction in the year that has been 2024.

The highlights certainly have been many of late:

- The Exhibition of Learning Evening when so many parents were able to be part of our Project Based Learning journey.
- The CAPA evening where so many groups showcased their talents.
- The Band Concert performing, so many Waitara students and families coming together to celebrate the year's efforts.

- What is so wonderful is the many parents who have participated in these events. Our hall has been bursting at the seams.
- Our students have also been able to enjoy and participate in many extra-curricular activities representing the school at a variety of events
- Choirs have performed at the Town Hall and the Opera House and The Concourse, the Bands at Chatswood and Hornsby North in Eisteddfods and competitions.
- We have had all our Kindergarten transitions and casual playtime on the equipment.
- Public Speaking and Debating events have taken place and the full range of sporting opportunities and excursions have been an integral part of the year.
- Overnight excursions to Canberra, Great Aussie Bush Camp.

Our teachers have worked hard to ensure the success of all these initiatives. And again, we are thankful for the support of our parent community in this partnership.

Semester 2 Reports

Semester 2 Reports will be emailed to parents on Tuesday 17 December.

Celebration of Learning Assemblies

Our Celebration of Learning assemblies are on throughout Week 9 .. Information on the days and times has been sent to parents and is on the Sentral calendar.

Farewelling Year 6

End of year activities for the current Year 6 cohort have also commenced the Year 6 Farewell will be next Tuesday night at Waitara Magpies, Surf Lifesaving was yesterday, Wednesday 11th will be the Celebration of Learning assembly and Mini Fete last Wednesday. On Wednesday 18 December the 'Walk through the Arch' will be the final event and Year 6 parents are most welcome to come onsite for that.

Budget

We have School and community funds 6300 that accumulates through what was saved for the new build and BASC and the canteen, community use agreements. We are currently sitting very high at 1,900,000.00. This is too much. We do spend a great deal on Student Learning Support Officers. And extra resources.

This year we spent:

- \$19,920 on grounds maintenance
- \$ 2,475.00 on teacher salary
- \$32,500.00 on whole school internal and external PA system
- \$44,000.00 on felt panelling in M block
- \$18,221.00 Provested IT support
- \$20,750 on teaching resources mentor texts and kindy
- \$15,815 Library budget, book furniture

Total around \$153,683.00

Each KLA also has costs associated with it. Like library, maths, music.

Next year we have decided to spend it on two extra teachers to keep the class sizes down. We are looking at approx. \$250,000. We are also cutting the voluntary levy down from \$70 to \$50. We have had a look at all our sports and revised.

Many of our expenses these year were out of wellbeing funds for example: Fun days, bridge builder, yoga mats , wellbeing books, mentor programs, anxiety programs and vests.

Leadership Year 5

During this term, Year 5 have been preparing for their transition into Year 6, when they will become the senior students at the school. This is a position of great privilege and responsibility as Year 6 students serve as role models for all the younger students. 20 Year 5 students have run for senior leadership positions of school captain, vice captain and SRC executives and last week 2024 leadership elections were held. Each candidate wrote and delivered a speech to their fellow students from Years 3-6, after which student voting was carried out via an online form. Whilst we consider all Year 6 students at Waitara to lead by example, some students have been elected by their peers to fulfil senior student leadership positions. Staff also casted their votes and the final outcome will be determined ready to be shared at the Year 5 Celebration of Learning Assembly next week. There will also be a formal Induction Assembly for the 2024 Student Leadership team early in Term 1 next year.

Staff Leaving in 2024

We have a couple of staff leaving us for promotions and permanent positions: Holly Morrice and Georgie Paige. We will be sad to see these teachers leave but wish them all the best in their future paths.

Class Formation 2025

Our anticipated enrolment next year in approximately 986 currently and we plan on forming 40 classes. However, this is dependent on possible new enrolments and students leaving which is constantly changing. Students will return in holding classes and we will form classes as soon as we can firm up our enrolment numbers. We are looking at adding two extra classes to bring down the class sizes. Usually we take a teacher from our EALD allocation but we cannot do that anymore. Our DoE allocation is 38 teachers.

School Development Days

In 2025 there will be 8 Staff development days.

Teacher-determined SDDs The 4 teacher-determined SDDs aim to improve teacher workload throughout the term by securing dedicated time to prepare for each term at the outset. Accordingly, the structure and content of these will be set by teachers themselves for their own or collaborative planning and preparation. There is no requirement to consult with principals or supervisors about these activities.

School-determined SDDs The 2 school-led SDDs remain the principal's responsibility and may include external providers, if in line with system and school priorities. Examples of school-determined activities include but are not limited to:

- planning, implementation and progress monitoring for strategic directions and initiatives from the school's School Excellence Plan (SEP)

- using evidence-informed practices to enhance teaching and learning programs, assessments and classroom practice
- developing or differentiating programs to support students' learning needs, including those requiring reasonable adjustments or those requiring extension
- mentoring and induction programs to support teachers new to their school and profession
- analysing school wellbeing support initiatives to meet student wellbeing needs

System-determined SDDs At least half of Day 1 Term 1 each year will be set for system-determined activities, to ensure alignment with department-wide priorities. Term 2 HPGE

Results for the NAPLAN and Check in Assessments

We have been analysing our NAPLAN and Check in Assessments for 2024 and on the whole, we are very pleased with our results. We are consistently above state average in Year 3 and Year 5 in both Literacy and Numeracy and above similar schools grouping for Literacy and Numeracy in Year 5. This data will drive curriculum areas next year. My Director Educational Leadership told me that we had the most growth from any schools in year 7-9. We believe our well rounded approach with Project based learning is responsible for this.

Thank you

We would like to thank the P&C for their hard work, commitment and dedication this year, Su-Anne for your leadership and ongoing support of the school and all committees and office bearers. You are such an essential part of our school community and it is always a privilege to attend these meetings in my executive role.

Thank you and happy holidays!

6. GENERAL BUSINESS

None.

Next Meeting

❖ **Friday 6th December 2024, AGM, staff room**

Meeting Closed 10:32am



FY24 Treasury Report (30.11.2024 YTD)

WAITARA PUBLIC SCHOOL PC ASSOC INC
ABN 88 887 884 129
For the 2 months ended 30 November 2024

Prepared by UTA

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Executive Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC For the 2 months ended 30 November 2024

Overview - 1 Oct 2024 to 30 Nov 2024 (FY25 YTD)

1. Uniform Shop Sales \$15,169 [*\$18,356*]
2. Uniform Shop Cost of Sales (\$9,916) [*cp \$11,210*]
3. Trading Profit \$5,252 [*cp \$7,147*]
4. Donations to Waitara Public School
5. Bank Account Balance \$156,439 (*cp \$119,710*)
6. Inventory on Hand \$141,478 (*cp \$122,078*)
7. Accounts Payable \$-
8. Fundraising - see separate report -
9. Membership Fees - 15 (19)
10. Building Grant funds received \$38,500

Profit and Loss

WAITARA PUBLIC SCHOOL PC ASSOC INC For the 2 months ended 30 November 2024

OCT-NOV 2024

OCT-NOV 2023

Income

Trading Profit

Uniform Shop Sales	15,169	18,356
Cost of Sales	(9,916)	(11,210)
Total Trading Profit	5,252	7,147

Fundraising Events

Fundraising & Events Income

General Fundraise Revenue	-	361
Total Fundraising & Events Income	-	361

Fundraising & Events Expenses

Fundraising Costs	-	(107)
School Functions (Mothers & Fathers Day, Kindi etc)	-	(57)
Teachers Day	(498)	-
Total Fundraising & Events Expenses	(498)	(164)

Total Fundraising Events	(498)	197
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Total Income	4,755	7,344
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Other Income

Membership Fees	15	19
Interest Income	64	74
Grants	38,500	-
Total Other Income	38,579	93

Total Income	43,334	7,437
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Expenses

P&C Expenses

Audit Fees	-	985
Depreciation	240	240
Dues & Subscriptions	-	312
Insurance	-	353
Office Supplies	118	143
Total P&C Expenses	358	2,033

Uniform Shop Expenses

Admin Services - Uniform Shop	2,544	2,310
Bank and Merchant Fees	168	177

	OCT-NOV 2024	OCT-NOV 2023
Store Supplies	295	-
Total Uniform Shop Expenses	3,006	2,487
Total Expenses	3,365	4,520
Profit/(Loss) before Taxation	39,969	2,917
Donations Paid Out		
Donation to Waitara PS	(100)	67,390
Total Donations Paid Out	(100)	67,390
Net Profit After Tax	39,969	2,917
Net Profit After Distributions/Dividends Paid	39,969	2,917

Balance Sheet

WAITARA PUBLIC SCHOOL PC ASSOC INC As at 30 November 2024

30 NOV 2024

30 NOV 2023

Assets

Current Assets

Bank Accounts

Business Cash Reserve #138	29,995	29,592
P&C Bank Ac#023	74,100	20,157
Uniform Bank Ac#103	52,344	69,962
Total Bank Accounts	156,439	119,710

Cash on Hand

Cash Drawer	400	400
Total Cash on Hand	400	400

Clearing Accounts

(36,266) (22,873)

GST

285 827

Inventory on Hand

141,478 122,078

Prepayments

1,634 3,671

Trade Debtors

13,987 -

Stripe AUD

- 95

Total Current Assets

277,957 223,908

Non-Current Assets

Property, Plant and Equipment

Improvements	7,794	9,232
Total Property, Plant and Equipment	7,794	9,232

Total Non-Current Assets

7,794 9,232

Total Assets

285,751 233,140

Liabilities

Current Liabilities

Bank Overdraft	-	-
Trade Creditors	(9)	19,991
Total Current Liabilities	(9)	19,991

Total Liabilities

(9) 19,991

Net Assets

285,760 213,149

Equity

Retained Earnings	285,760	213,149
Total Equity	285,760	213,149

Statement of Cash Flows - Direct Method

WAITARA PUBLIC SCHOOL PC ASSOC INC

For the 2 months ended 30 November 2024

OCT-NOV 2024

Operating Activities

Receipts From Customers	16,700
Payments to Suppliers and Employees	(9,916)
Interest Received	64
Cash Receipts From Other Operating Activities	38,500
Cash Payments From Other Operating Activities	(3,580)
Net Cash Flows from Operating Activities	41,767

Investing Activities

Other Cash Items From Investing Activities	11,673
Net Cash Flows from Investing Activities	11,673

Other Activities

Other Activities	(1,418)
Net Cash Flows from Other Activities	(1,418)

Net Cash Flows

52,022

Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	104,817
Cash and cash equivalents at end of period	156,839
Net change in cash for period	52,022

Aged Payables Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

As at 30 November 2024

CONTACT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Aged Payables						
LW Reid	-	-	-	-	(9)	(9)
Total Aged Payables	-	-	-	-	(9)	(9)
Total	-	-	-	-	(9)	(9)