



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 General Meeting

Chaired by: Amy Hill (Vice President)

Attendance:

Attendees	Attendees
Dany Fitzgerald (DF)	Kate Barratt (KB)
Amy Hill (AH)	Tammy Lavis (TL)
Shadow He (SH)	Cassandra Patton (CP)
Divya Raj (DR)	Samantha Duque (SD)
Molly Liu	Aparna Selvaraju
Sujan Amin	Ankita Chopra
Nisha Kumari	Pradeep Gaur

Apologies: Su-Anne Foo (SAF) and Joshua Quinn (JQ)

Location: Staff Room

Date and time: Friday 22nd March 2024 at 9:30am

Minutes by: Samantha Duque (Secretary)

President waitarapublicschool@waitarapsnc.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

AH declared a quorum, performed Acknowledgement of Country, 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 CP, 2nd by TL)

3. Business arising

None

4. Correspondence

Received notification of an ePetition to conduct SRE and SEE outside of classroom hours. A link has been forwarded to the school community via Sentral.

5. Reports

President's Report (AH on behalf of SAF)

- 2023 ACNC Annual Information Statement has been submitted
- P&C Federation has been notified of our motion to support the Full Funding Matters campaign. A link to the ePetition has also been forwarded to the school community via Sentral.

Treasurer's Report (AH on behalf of JQ)

For the period 1 October 2023 to 16 February 2024

1. Uniform Shop Sales \$66,146 [comparison period \$66,173]
2. Uniform Shop Cost of Sales (\$42,752) [comparison period \$50,571]
3. Trading Profit \$23,670 [comparison period \$15,602]
4. Donations to Waitara Public School \$87,390 [comparison period \$5,343]
 - Includes \$80k donation for School Shade Shelter
5. Bank Account Balance \$69,833 (comparison period \$165,288)
6. Inventory on Hand \$144,033 (comparison period \$95,048)
 - Winter Uniforms purchased
7. Accounts Payable \$nil - payments up to date

Uniform Shop (CP)

1. Winter Uniform sales will start from 25th March
2. PSSA shirts have been ordered and delivery is expected in April
3. Year 6 jackets
 - 170 Year 6 Jackets have been sold

- Expected delivery is in April
 - THANK YOU 🙏 to Karla and Divya, Year 6 Teachers, Front Office Ladies, Samantha Duque and Shwetha Sripad
4. Request to dispose of items
- Motion to dispose of old shredder, register till, receipt printer, gazebo, milk frothers, jugs
Carried (Moved by AH, 2nd by TL)
5. Thank you to our fantastic team of volunteers!

Community Garden (SH)

Wednesday mornings

Work has continued every Wednesday morning. It's been a great pleasure to see some new faces. There are still many weeds, and most of the flower beds are empty. Suggest we reserve one bed for teachers and students, and plant the others.

Potential garden projects

- Plant the flower beds – DF to confirm and report back
- Arrange a working bee for weeding and planting – look for a date in Term 2

Fundraising Report

Harmony Day (TL)

- Mini International Food Festival held yesterday, biggest so far!
- Thank you to all parents who donated food items and volunteered to set up and serve, and to the school for making arrangements
- \$2439 in takings, estimated profit of \$1833
- Special thanks to local food trucks: My Mee for donating 50 samosas, and Hungry Junction for another 30. Posts shared on FB.
- A full reflection and wrap up will be prepared for the Executive and school newsletter

Mother's Day (SD)

- Shifting focus this year to eco-friendly, lower waste products, supporting small business – will trial in 2024 and assess results for future stalls
- Most of the orders have been placed and will be delivered by the end of Term
- Volunteer sign up to be circulated early April – one day for receiving and sorting of stock, one day for the stall itself
- Posters and comms planned for first week of Term 2

Principal's Report

- *Pulse Alive Concert*: A big thank you to Hayley Kraye and Jemima Secombe for accompanying our students to the Pulse Alive concert. Despite the long day, it was an enriching experience for all involved.
- *Year 5 Great Aussie Bush Camp*: The Year 5 excursion to the Great Aussie Bush Camp was a success. Many thanks to the Year 5 teachers who attended, along with Katie Braybon for her supervision.
- *Scripture Attendance*: We've commenced scripture sessions, with 485 students not attending this week. Reminder: students not attending scripture can engage in reading or homework during this time.
- *NAPLAN Administration*: NAPLAN testing began this week, with minimal issues thanks to Jackie Bedwell, Kate Barrat, and our dedicated year 3 and 5 teachers, as well as our Learning Support staff. Any glitches were promptly resolved by NESAs.
- *Harmony Day and School Photos*: Harmony Day was successfully celebrated yesterday, with school photos also completed. Huge thanks to the EALD team for organization and Tammy from the P&C along with the volunteers for their efforts in the food festival.
- *Easter Hat Parade*: The Easter Hat Parade will be held on the top green on the last day of this term, Thursday, March 28th.
- *Cross Country*: Our recent Cross-Country event was a success, with ideal weather and strong parent attendance.
- *3 Way Student Conferences*: Student conferences will be held at the end of this term. We've encountered issues with booking links on Sentral and are transitioning to a new platform.
- *Streamlining Strategic Directions*: We propose moving from three strategic directions to two for more efficient data tracking. The first direction remains mandatory, while the second will focus on Student Engagement, covering wellbeing, attendance, and project-based learning.
- *Term 2 SDD*: Teaching staff will have an SDD offsite at Muogamarra in Term 2. To accommodate, we'll schedule mandatory content in two evening sessions, resulting in school closure on December 19th, with the final day of school being December 18th.
- *Proposal for Cricket Nets*: We suggest allocating some P&C funds toward cricket nets for our students, to be located on the far side of the top green.
 - Committee to discuss and revert next meeting

Motion to accept all reports. *Moved CP, 2nd TL*

Next Meeting

❖ **Wednesday 22nd May 2024 7:00pm via zoom**

Meeting Closed at 10.19am



FY24 Treasury Report (19.03.2024 YTD)

WAITARA PUBLIC SCHOOL PC ASSOC INC

ABN 88 887 884 129

For the period 1 October 2023 to 19 March 2024

Prepared by UTA

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Executive Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

For the period 1 October 2023 to 19 March 2024

Overview - 1 Oct 2023 to 19 March 2024 (FY24 YTD)

1. Uniform Shop Sales \$66,146 [*comparison period \$66,173*]
2. Uniform Shop Cost of Sales (\$42,752) [*comparison period \$50,571*]
3. Trading Profit \$23,670 [*comparison period \$15,602*]
4. Donations to Waitara Public School \$87,390 [*comparison period \$5,343*] - Includes \$80k donation for School Shade Shelter
5. Bank Account Balance \$69,833 (*comparison period \$165,288*)
6. Inventory on Hand \$144,033 (*comparison period \$95,048*) - *Winter Uniforms purchased*
7. Accounts Payable \$nil - payments up to date

Profit and Loss

WAITARA PUBLIC SCHOOL PC ASSOC INC For the period 1 October 2023 to 19 March 2024

1 OCT 2023-19 MAR 2024 1 OCT 2022-19 MAR 2023

Income

Trading Profit

Uniform Shop Sales	66,146	66,173
Cost of Sales	(42,475)	(50,571)
Total Trading Profit	23,670	15,602

Fundraising Events

Fundraising & Events Income

EOL Fundraise Revenue	-	1,474
General Fundraise Revenue	431	-
Total Fundraising & Events Income	431	1,474

Fundraising & Events Expenses

EOL Fundraise Costs	-	(136)
Fundraising Costs	(112)	-
Mother's Day Fundraise Costs	-	(2,591)
School Functions (Mothers & Fathers Day, Kindi etc)	(278)	(89)
Working bee/Welcome BBQ	-	(49)
Total Fundraising & Events Expenses	(390)	(2,865)

Total Fundraising Events	41	(1,391)
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Total Income	23,711	14,211
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Other Income

Membership Fees	23	27
Interest Income	175	130
Total Other Income	198	157

Total Income	23,909	14,369
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Expenses

P&C Expenses

Audit Fees	985	985
Bank Charges	-	-
Depreciation	597	595
Dues & Subscriptions	3,459	858
Insurance	1,060	940
Vend Petty Cash Expense	-	100
Office Supplies	295	118
Total P&C Expenses	6,396	3,596

Uniform Shop Expenses

	1 OCT 2023-19 MAR 2024	1 OCT 2022-19 MAR 2023
Admin Services - Uniform Shop	4,620	4,620
Bank and Merchant Fees	711	772
Stationery	-	38
Total Uniform Shop Expenses	5,331	5,430
Total Expenses	11,728	9,026
Profit/(Loss) before Taxation	12,182	5,343
Donations Paid Out		
Donation to Waitara PS	87,390	744
Total Donations Paid Out	87,390	744
Net Profit After Tax	12,182	5,343
Net Profit After Distributions/Dividends Paid	12,182	5,343

Balance Sheet

WAITARA PUBLIC SCHOOL PC ASSOC INC As at 19 March 2024

19 MAR 2024

19 MAR 2023

Assets

Current Assets

Bank Accounts

Business Cash Reserve #138	29,693	29,265
P&C Bank Ac#023	21,826	21,208
Uniform Bank Ac#103	18,314	114,815
Total Bank Accounts	69,833	165,288

Cash on Hand

Cash Drawer	400	400
Total Cash on Hand	400	400

Clearing Accounts

Clearing Accounts	(40,488)	2,026
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GST

GST	4,420	2,262
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Inventory on Hand

Inventory on Hand	144,033	95,048
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Prepayments

Prepayments	2,341	4,127
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Trade Debtors

Trade Debtors	12,991	-
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Stripe AUD

Stripe AUD	-	1,181
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Total Current Assets

Total Current Assets	193,531	270,332
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Non-Current Assets

Property, Plant and Equipment

Improvements	8,875	10,314
Total Property, Plant and Equipment	8,875	10,314

Total Non-Current Assets

Total Non-Current Assets	8,875	10,314
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Total Assets

Total Assets	202,405	280,646
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Liabilities

Current Liabilities

Bank Overdraft	-	-
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Credit Cards & Charge Accounts	-	86
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Trade Creditors	(9)	12,708
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Total Current Liabilities	(9)	12,795
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Total Liabilities

Total Liabilities	(9)	12,795
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Net Assets

Net Assets	202,414	267,851
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Equity

Retained Earnings	202,414	267,851
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Total Equity	202,414	267,851
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Statement of Cash Flows - Direct Method

WAITARA PUBLIC SCHOOL PC ASSOC INC

For the period 1 October 2023 to 19 March 2024

1 OCT 2023-19 MAR
2024

Operating Activities

Receipts From Customers	59,791
Payments to Suppliers and Employees	(42,475)
Interest Received	175
Cash Receipts From Other Operating Activities	431
Cash Payments From Other Operating Activities	(99,668)
Net Cash Flows from Operating Activities	(81,747)

Investing Activities

Other Cash Items From Investing Activities	14,962
Net Cash Flows from Investing Activities	14,962

Other Activities

Other Activities	(6,406)
Net Cash Flows from Other Activities	(6,406)

Net Cash Flows

(73,191)

Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	143,424
Cash and cash equivalents at end of period	70,233
Net change in cash for period	(73,191)

Aged Payables Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

As at 19 March 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)