



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, 15th February 2023, 1900

Chaired by: Su-Anne Foo

Attendance:

Attendees		Group	Attendees		Group
Kate Barrat	Dep. Prin KB	WPS	Maria Kortekaas	Dep. Prin MK	P&C
Dany Fitzgerald	Prin		Amy Hill	AH	P&C
Shivani Ruikar	SR		Farah Farooq	FF	P&C
Su-Anne Foo	SF	P&C	Janice Foo	JF	P&C
Farah Farooq	FF	P&C	Chami Burki	CB	P&C
Shwetha Sripad	SS	P&C	Fen Luo	FL	P&C
Craig Pearson	CP	P&C	Carol Qiu	CQ	P&C
Irene Zou	IZ	P&C	Lin Zou	LZ	P&C
Nadeem Shaikh	NS	P&C	Hamisreza Hasheminasab	HH	P&C
Stephanie Pereira	SP	P&C	Revathi Gaikaiwari	RG	P&C
Upsana Sati	US	P&C	Shadow HE	SH	P&C
Cindy Liu	CL	P&C	Jyoti Chandan Kumar	JK	P&C
Shilpa Dingale	SD	P&C	Wei Shao	WS	P&C

Apologies		Group
Samantha Duque	SD	P&C
Josh Quinn	JQ	P&C

Alex Qinn	AQ	P&C
Minhua Lam	ML	P&C
Jack Liu	JL	P&C

Location: Waitara PS Zoom

Date and time: Opening at 7.01pm, 15th February 2023

Minutes by: Amy Hill (vice president)

1. Welcome

SF declared a quorum and welcomed members to the meeting.

2. Minutes from Previous meeting

That the minutes of the 15.2.23 General Meeting be accepted as true and correct.

Carried (Moved by Janice Foo JF, Su-Anne Foo SF)

3. Business arising

- **Nominations of new committee and office bearers**

Secretary position available nomination Shivani

Motion approved (SF & AH)

4. Correspondence SF

- Emails received in email P&C Federations. Shared federation for P&C across NSW
- P&C Federation annual survey completed
- P & C Federation new logo survey-to be discussed at next P&C meeting on 17th March

5. Reports

Treasurer's Report - SF on behalf of AQ and JQ

Report for the month as at 31st January 2023

1. Uniform Shop Sales \$12 433 (Dec \$8,147 and Nov \$18, 753)
2. Uniform Shop Profit \$4, 705 (Dec \$2,933 and Nov \$7,180)
3. Fundraising - none for this month
4. Bank Account Balance \$142, 277
5. Inventory on Hand \$96, 178
6. Accounts Payable- none all paid up

Key highlights

- Uniform Shop confirmed registered to accept NSW Back to School Vouchers in store (up to 3 x \$50 voucher per child)
- New Uniform Shop prices
- Fund Raising activities planned

Uniform Shop Report Irene Zou (IZ)

- The uniform shop has been extremely busy with the addition of back to school vouchers. The vouchers can only be used in store and not online. The uniform shop thanks the parents for their patience with the queues.
- If possible if parents could have their vouchers ready to scan, for example, a screenshot this may assist with serving customers quickly.
- For 2024, if possible to prepare for additional staffing however it is not confirmed if vouchers will be available in future years.
- The additional days the uniform shop was open over the first week was helpful.
- Possible second terminal - Uniform committee to create a proposal. The uniform shop are in touch with Lightspeed, about the costing of a second terminal. .
- Sales for the year = AUD 18600 + NSW vouchers (213*50 = 10650)
- We thank all the volunteers for the help. We request all parents to be kind, patient and considerate in the uniform shop. Thanks Uniform shop team

Fundraising Committee Report AH

- Small meeting held 30/1/23 to plan out fundraising events for the 1st half of year 2023. Fundraising committee liaising with school on which events to support. Term 1 plan for Harmony Day 21st March (school hours) and hosting a cake stall with donated cakes
- Request to purchase electrical hot water boiler dispenser (4L – 5L). AH to create email proposal
- If any of you who are interested in being part of the Fundraising team, please email to waitara-pca.fundraising@outlook.com

Community Garden - SF

Shadow community gardener convener lead a group this Wednesday tidying up the garden clearing weeds. Thank you to all those who contributed. Posted photographs on to the facebook page

Principal's Report -Principal DF

- Principal Report P&C 15th February 2023
- A huge thank you to the P&C for running the kindy morning tea. Parents were very grateful and our executive team said it ran smoothly.
- Thank you to Shadow for organising the parent volunteers in the Community Garden. It is looking fabulous.
- A very calm and settled start to the year considering all our restrictions. Thank you for the parent's support. 1031 students.
- We made 41 classes. We funded one and took another from our EALD allocation. This is so there are no composites and smaller classes in Stage 1.

- Thank you to the parents for dropping the students at the gates in the morning. This helps with supervision and fostering the independence of our kindergarten students. They have been so settled.
- Parent information evenings are going smoothly. We have had a huge response with many attending.
- Swimming carnival last week, only taking swimmers. Who can confidently swim 50 metres. Sorry for the confusion. It came upon us so quickly and Mr Guifre had left the school for a year.
- SRC happening across the school our new DP Maria Kortekaas is leading our leadership team.
- School photos March 13
- Assemblies fortnightly have commenced again in year groups.
- Naplan changes we have sent a Schoolzine alert out.
- Most items covered in the last newsletter
- If parents have concerns please raise prior to the meeting so they can be included in the agenda and viewed by the principal prior to the meeting. The parents can also talk to the office or principal directly. P&C email waitara-pca@outlook.com

Deputy Principal KB

High school enrollments, all enrollment is online. 6/3/23. Change in catchment area, the principal of Ku-ring-gai High came to the information evenings. He talked of how they are attempting to realign the catchments areas so students are spread evenly across high schools. Waitara have been requested to confirm year 6 student addresses.

6. General Business

Class parents - connects the parents that class with the P&C, organise playdate, organise a year end gift. Assisting communication. Voluntary reach out to use contact email or contact information and they can share with other parents

As first meeting opportunity provided to ask questions Questions - no questions
Meeting Closed 7.45pm

Next Meeting

❖ **Friday 17th March 2023, 9:30pm face to face at school and via Zoom**

Jan 2023 Treasury Report (Month)

WAITARA PUBLIC SCHOOL PC ASSOC INC

ABN 88 887 884 129

For the month ended 31 January 2023

Prepared by UTA TAX

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Executive Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 January 2023

Overview - 31 January 2023

1. Uniform Shop Sales \$12,443 (Dec \$8,147 and Nov \$18,753)
2. Uniform Shop Profit \$4,705 (Dec \$2,933 and Nov \$7,180)
3. Fundraising - none for this month
4. Bank Account Balance \$142,277
5. Inventory on Hand \$96,178
6. Accounts Payable - None all paid up.

Key Highlights

- Uniform Shop confirmed registered to accept NSW Back to School Vouchers in store (upto 3 x \$50 voucher per child)
- New Uniform Shop prices
- Fund Raising activities planned

Profit and Loss

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 January 2023

	JAN 2023	DEC 2022	NOV 2022
Income			
Trading Profit			
Uniform Shop Sales			
Clothing and Accessories Revenue	12,443	8,147	18,753
Discount Received	-	-	100
Total Uniform Shop Sales	12,443	8,147	18,853
Cost of Sales			
Uniform Shop Cost of Sales	(7,738)	(5,214)	(11,673)
Total Cost of Sales	(7,738)	(5,214)	(11,673)
Total Trading Profit	4,705	2,933	7,180
Total Income	4,705	2,933	7,180
Other Income			
Membership Fees	1	6	20
Interest Income	30	27	25
Total Other Income	31	33	45
Total Income	4,736	2,966	7,224
Expenses			
P&C Expenses			
Audit Fees	-	-	985
Dues & Subscriptions	140	140	140
Insurance	157	157	157
Office Supplies	-	118	-
Total P&C Expenses	297	415	1,282
Uniform Shop Expenses			
Admin Services - Uniform Shop	2,310	-	-
Stationery	-	38	-
Total Uniform Shop Expenses	2,310	38	-
Stripe Fees	109	97	186
Total Expenses	2,716	550	1,468
Profit/(Loss) before Taxation	2,019	2,415	5,757
Donations Paid Out			
Donation to Waitara PS	-	300	-
Total Donations Paid Out	-	300	-

	JAN 2023	DEC 2022	NOV 2022
Net Profit After Tax	2,019	2,415	5,757
Net Profit After Distributions/Dividends Paid	2,019	2,415	5,757

Balance Sheet

WAITARA PUBLIC SCHOOL PC ASSOC INC As at 31 January 2023

31 JAN 2023

Assets

Current Assets

Bank Accounts

Business Cash Reserve #138	29,238
P&C Bank Ac#023	20,102
Uniform Bank Ac#103	92,938
Total Bank Accounts	142,277

Cash on Hand

Cash Drawer	400
Total Cash on Hand	400

Clearing Accounts	20,049
GST	1,577
Inventory on Hand	96,178
Prepayments	2,867
Stripe AUD	639
Total Current Assets	263,986

Non-Current Assets

Property, Plant and Equipment

Improvements	10,909
Total Property, Plant and Equipment	10,909

Total Non-Current Assets	10,909
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Total Assets	274,895
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Liabilities

Current Liabilities

Bank Overdraft	-
Credit Cards & Charge Accounts	86
Trade Creditors	(9)
Total Current Liabilities	77

Total Liabilities	77
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Net Assets	274,818
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Equity

Retained Earnings	274,818
Total Equity	274,818

Statement of Cash Flows - Direct Method

WAITARA PUBLIC SCHOOL PC ASSOC INC

For the month ended 31 January 2023

JAN 2023

Operating Activities

Receipts From Customers	13,362
Payments to Suppliers and Employees	(7,738)
Interest Received	30
Cash Payments From Other Operating Activities	(2,587)
Net Cash Flows from Operating Activities	3,067

Investing Activities

Other Cash Items From Investing Activities	(320)
Net Cash Flows from Investing Activities	(320)

Other Activities

Other Activities	161
Net Cash Flows from Other Activities	161

Net Cash Flows

2,908

Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	139,769
Cash and cash equivalents at end of period	142,677
Net change in cash for period	2,908

Aged Payables Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

As at 31 January 2023

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)