



WAITARA PUBLIC SCHOOL  
PARENTS' & CITIZENS' ASSOCIATION

SUPPORTING THE WAITARA PUBLIC SCHOOL COMMUNITY



## Minutes of General Meeting

held on Wednesday 14<sup>th</sup> August 2019 at 7.00PM in Waitara Public School staff room

### Meeting Opened at 7.05 pm

#### Opening and apologies

Nick Berman opened the meeting and welcomed everyone.

#### Attendance:

Jack Liu, Synil Talite, May Talite, Sowmya Gayathsi, Siddharth Samant, Suruchi Nahata, Nick Berman, Dany Coelho, Nathalie Almenara del Solar, Donna Breslin, Jacqueline Simpkins, Jeremy Loughnan, Amy Hill, Cathy Li, Geesse Mathew

Remote Attendance (via Skype meeting):

"Robin" Li Wan, Kathleen Li

#### Apologies:

Swati Naber, Sasha Hao, May Zhang, Daniella Cardoso Duarte, Michelle Wigglesworth, Jocelyn Loughnan, Kate Barrat.

**Minutes recorded by:** Jack Liu

- **Minutes of previous meeting**

Motion that the minutes of the General Meeting be received and approved.

Moved: Nick Berman

Seconded by: Jack Liu

- **Matters arising from minutes**

None

### President's Report

We are now into August with the year moving at pace and much having been achieved.

Much has been happening for the school of late in the fields of sports and music, just to name two.

After the very successful fundraising events that we held earlier in the year, we now look to Fathers Day with plans to again hold both a BBQ and stall.

Much has been said at P&C meetings for months, even years, about traffic, parking and pedestrian safety. It is great to see that there are signs that someone is finally listening to this school community, which the Principal will outline later.

Having said that, it is great to see the building program moving along from strength to strength.

Nick Berman

President

### **Uniform shop sub-committee**

A motion was unanimously passed to purchase a computer program called "Square" (worth \$600) to manage the uniform shop.

A motion was unanimously passed to purchase an accounting program for \$32.50 per month on the recommendation of the Treasurer.

The uniform shop convenor displayed examples of shorts she recommended be made available for girls at the uniform. This recommendation was unanimously supported by those present.

Jacki

Jacqueline Simpkins

Uniform Convenor

### **Fundraising Committee Report**

Discussion focused on the upcoming Father's Day stall and BBQ. It was agreed that those attending will be encouraged to pre-order food via either Flexischools or Google Docs.

Lots of volunteers should be required for the event for Father's Day. The plan is to hold both a Breakfast BBQ (sausages chicken, Beef, Vegetarian alternately an egg and bacon roll) from 07:30 am to 09:00 am also the Stall. During the school day, children will also can join in on the fun at our Father's Day stall (from 08:00 am to 14:00). Children can purchase gifts for their Dad in classroom rotations at our Father's Day stall between 9:45am-13:30 with their teachers and class mates.

Donna Breslin

P & C Fundraising Convenor

### **Sport sub-committee**

The President reported to the meeting a discussion he had held with the sports master. While the school has obvious short-term challenges related to the lack of space at the school for sports practice, it was observed that very few students are members of local junior sporting clubs.

A general discussion was held about ways to make more students and parents aware of local sporting clubs, both from the point of view of encouraging healthy, active lifestyles and making connections in the wider community. Given the size of the school, there are many local sporting clubs that would be interested in introducing themselves to the school.

It was agreed that it would be worth raising this matter in the school newsletter when registrations are taking place, as well as when clinics and school holiday activities are taking place.

Other ideas raised included a sports forum where clubs would be invited to the school to promote themselves and a range of weekend activities which the parents may wish to organise themselves outside of school hours.

## Treasurer's Report

<b>PROFIT AND LOSS FOR TERM 2, 2019</b>	
<b>(2) Uniform Shop</b>	
<b>Income</b>	
Sales	<b>\$ 42,727</b>
Cost of Supplies	\$ 29,003
<b>Gross Profit</b>	<b>\$ 13,724</b>
Total Cost	
Bank Charges	\$ 180
Flexischool Charge	\$ 321
Donation to School	\$ 207
GST/ATO	\$ 193
Wages/Salary	\$ 2,530
<b>Total General &amp; Administrative Exp</b>	<b>\$ 3,431</b>
<b>Net profit</b>	<b>\$ 10,293</b>
<b>Cash summary at August 2019</b>	
<b>Bank balances P&amp;C - general</b>	\$ 21,721
Maxi Account	\$ 104,174
Building Funds	\$ 170
Uniform Shop	\$ 59,577
Total Fund Available	\$ 185,642
<b>Analysis of available funds</b>	
ATO Payable	\$ 1,500
Suppliers payable	\$ 5,000
Uniform shop cash flow	\$ 10,000

A motion was unanimously passed to make a budget of \$6,000 available for Fathers Day related fundraising activities.

## **Principals Report**

### **Staff Development Day**

Staff went to the futures learning unit in Redfern, we looked at Innovative Learning environments.

This led us into the Online learning modules

1. Innovative learning Environments
2. Collaboration. All teachers are doing as this Semesters TPL as well as Deliverables.

Staff are starting to team teach across various subjects in preparation for the new build.

### **Critical Friend**

Ian and I are appreciative of the parents who gave their time to give feedback. Ian Jukes audit will be coming to us soon.

### **Mrs Lazenby**

Linda Lazenby received a promotion to head office. Her secondment is for 15months. She is still substantive at this school and will hopefully return when her contract is up. Mrs Dalinger has been employed on her class to ensure consistency.

### **The New Build**

We are so pleased with the progress and we are told at this point we are on time. They are about to lay the third level of concrete slab. Mrs Aberline and I had a visit to the site last week.

Last term I met with council and my asset Director and Schools infrastructure representative.

I was very pleased with the outcome.

We addressed the issues of:

- \* Longer time at the lights when crossing
- \* Extending the school zone across Myra
- \* A wombat crossing near Parks Lane
- \* More fencing across David Edgeworth up from the bus stop as students flow out the gates.
- \* The no stopping zone at Highlands avenue.

Some issues have been passed to the RTA for further assessment and approval.

### **Panels**

I will have some jobs coming up soon and will need someone nominated by the P&C as the multicultural representative and community representative

### **Canteen**

Only 60% satisfaction- I have delivered the letter to give them the 3 months' notice that the tender is up. We need to decide what to do moving forward.

Dany Coelho

Principal

## **Correspondence**

**Items received:** None

## **Motions of which notice has been given**

- Nil

## **General Business**

The P&C Secretary asked that all those looking to submit articles for the school newsletter to submit them before the deadlines.

Notice was given that the following positions will need fillings at the next AGM – President, Uniform Shop Convenor, Vice Presidents, Treasurer.

It was mentioned that the local greengrocer at the Waitara shops had recently passed away. His wife is continuing to run the store but is finding it difficult. Some Waitara Public School students had prepared a condolence card and delivered it to the shop which was a lovely gesture and worth acknowledging in the school newsletter.

**Meeting Closed at 8:32pm**