



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, Fri 9th September 2022, 9.30am

Chaired by: Su-Anne Foo

Attendance:

Attendees		Group	Attendees		Group
Dany Coelho	Prin	WPS	Su-Anne Foo	SF	P&C
Amy Hill	AH	P&C	Samantha Duque	SD	P&C
Shwetha Sripad	SS	P&C	Janice Foo	JF	P&C
Tanaya Berde	TB	P&C	Irene Zou	IZ	P&C
Ladylen Rocha	LR	P&C	Farah	FF	P&C
Nithya Caliany	NC	P&C			P&C

Apologies		Group
Jack Liu	JL	P&C
Joshua Quinn	JQ	P&C
Alex Quinn	AQ	P&C
Minhua Lam	ML	P&C

Location: Waitara PS Staff room and Zoom

Date and time: Opening at 9:39am, 9th September 2022

Minutes by: Su-Anne Foo (Secretary)

1. Welcome

SF declared a quorum and welcomed members to the meeting.

2. Minutes from Previous meeting

That the minutes of the 18.03.2022 General Meeting be accepted as true and correct.

Carried (Moved by TB, 2nd by IZ)

3. Business arising - None.

4. Correspondence

- P&C Focus Group (included in minutes)
- Survey about changing school hours - currently trialling in selected schools. Please click [here for your reading](#).

5. Reports

Treasurer's Report - JQ

Report for the month ended August 2022

1. Uniform Shop Sales \$3,560
2. Uniform Shop Profit \$2,017
3. Fundraising - Income \$1,301, Expenses \$801, Profit \$501
4. Bank Account Balance \$124,575
5. Inventory on Hand \$101k
6. Accounts Payable \$801

Key Highlights

1. LightYear (Vend) Inventory System up and running - much smoother integrations, less manual processes
2. New Uniform Shop Website now live - Flexischool purchases closed
3. Fundraising Activities - Tournament of Minds was success, Fathers Day Stall & BBQ (to be included in Sept Report)
5. End of Financial Year 30 Sept - Plan for Stocktake, organise audit of financial statements

Uniform Shop Report – IZ

- Sales YTD is 125k
- We are stocking summer uniforms and will be selling them next week. We will be doing a stock take by the end of September.
- We are currently selling starter packs in store only as Lightspeed does not give us the option for selling Bundle products online. To keep things consistent across online and instore, we stop selling starter packs completely. Instead, we offer a 5% discount ONCE for purchases above AUD 300 (currently starter packs offer a AUD14 discount across all packs ranging from 280 to 312).
- The new proposed prices by the uniform shop team are as below. It needs to be noted that we haven't increased prices in more than 3 years. These new prices range between AUD2 to 5 per each item. This will be effective immediately.

Name	Sizes	Current retail_price	Proposed retail price	
All year round jacket	Child	35.00	40	
All year round jacket	Adult	35.00	40	
Beanie	Child	8.00	10	

Cap	Child	20.00	no change	
Grey long pants	Child	30.00	32	
Grey long pants	Adult	30.00	32	
Grey shorts	Adult	24.00	25	
Grey shorts	Adult	24.00	25	
Grey socks	Child	5.00	no change	
Hat	Child	20.00	no change	
Library bag	Child	15.00	18	
Long sleeve polo	Child	30.00	32	
Long sleeve polo	Adult	30.00	32	
Music pants	Child	25.00	27	
Navy long pants	Child	34.00	35	
Navy shorts	Child	24.00	30	
Navy socks	Child	5.00	no change	
Navy tights	Child	12.00	15	
Navy tights	Adult	12.00	15	
PSSA socks	Adult	15.00	20	done last meeting
School bag	Child	48.00	50	
Short sleeve polo	Child	30.00	32	
Short sleeve polo	Adult	30.00	32	
Sport shirt Currawong	Child	30.00	32	
Sport shirt Currawong	Adult	30.00	32	
Sport shirt Kingfisher	Child	30.00	32	
Sport shirt Kingfisher	Adult	30.00	32	
Sport shirt Kookaburra	Child	30.00	32	
Sport shirt Kookaburra	Adult	30.00	32	
Sport shirt Rosella	Child	30.00	32	
Sport shirt Rosella	Adult	30.00	32	
Sport shorts	Child	22.00	25	
Sport shorts	Adult	22.00	25	
Sport skort	Child	22.00	25	
Sport tracksuit pants	Child	25.00	27	
Sport tracksuit pants	Adult	25.00	27	
Staff shirt	Adult	35.00	40	done last meeting
Summer tunic	Child	52.00	55	
Summer tunic	Adult	52.00	55	
White socks	Child	5.00	no change	
Winter jacket	Child	40.00	42	

Winter jacket	Adult	40.00	42	
Winter tunic	Child	52.00	55	
Winter tunic	Adult	52.00	55	
Year 6 jacket	Child	45.00	50	
Year 6 jacket	Adult	45.00	50	

Motion to approve price increase for the item in Uniform Shop:

Carried (Moved by SF, 2nd by SD)

Fundraising Committee Report

- Fundraising team provided an update on the fundraisers that were completed in Term 3. There were three events that happened within the same week - Tournament of Minds sausage sizzle, Father's Day BBQ brekkie and Father's Day Stall.
- Profit from Tournament of Minds was \$501 and an estimated profit of \$550 was made at the Father's Day Stall. We are very appreciative to our parent volunteers who supported us throughout this hectic week!
- Exhibition of Learning (20th October, Term 4) - the Prin. shared that parents are invited to come to school and visit classes to view the children's learning progress. It will start from 5:30pm - 7pm.
- Some brainstorming ideas - sausage sizzle, food trucks (Indian cuisine food truck that is parked opposite the Oval?), desserts from different cuisines.

Community Garden - None.

Principal's Report - Prin

- Thank you to the parents who dedicated their time for the Father's day BBQ and the stall. It was wonderful having that event back on school grounds.
- Thank you for running the BBQ Supporting The Tournament of Minds.
- Assistant Principal C&I outcome. We have filled both the fulltime and part time position and Michelle Bradley, one of our relieving Assistant Principals took the full time position. There is another panel meeting today for an AP position.
- 2023 staffing looking at it closely so we can lock in our temp teachers for next year.
- Fire drill and Evacuation. The alarm went off due to smoke detected in The BASC kitchen. We are very proud of our students who handled the evacuation smoothly.
- PBL Exhibition of learning 5.30-7pm expected to stay. We are hoping the P&C will hold a BBQ?
- Band performing at The Concourse on Sunday.
- Arts Alive will be at the Opera house on Monday.
- TTFM data collection. We will be sending out the survey soon to parents.
- NAPLAN result. Finally results were sent home to parents.
- Check in assessments year 6 starting this week.

All reports were presented and accepted as true and correct.

Carried (Moved by SD, 2nd by IZ)

6. General Business

- Changes to the reports for K and Year 1 for Semester 2 (EALD progression) - Guest Speaker Gabrielle Weiss provided a quick update in the new reporting format for EALD students. The new format will be reflected in Semester 2 reports for K and Year 1 students. More information will be shared by the school via Schoolzine.
- Open discussion about whether it's required to have separate summer to winter uniform - after a series of discussion, it has been decided that the P&C will create a survey to find out more what are the thoughts of the parents on having separate uniforms and the P&C would go from there.

Action required: SF will create/draft a survey during the Term 3 holiday break.

Next Meeting

❖ **Wed 2nd November 2022, 7pm via Zoom**

Meeting Closed at 10:25am

Participant Information Sheet – Parents & Citizens Association

Project Title: Schools, Families and Learning

Project Summary:

You are invited to participate in a research study being conducted by Professors Megan Watkins and Greg Noble (Institute for Culture and Society, Western Sydney University) and Associate Professor Christina Ho (University of Technology, Sydney). The research will examine the home and school practices of families from diverse backgrounds, looking at students across several primary schools. It will consider the values and practices (around homework, for example), the role of parents in students' schooling, involvement in tutoring outside school, and students' other activities. The research will include a survey of parents across schools, follow-up interviews and observations at home and school with selected students and their families, and interviews with principals, teachers, tutoring college staff and members of school Parent and Citizen (P&C) groups.

How is the study being paid for?

The research is funded by the Australian Research Council.

What will I be asked to do?

You will now be asked to participate in a focus group discussion with other members of the P&C where we can talk to you about the issues the study is researching.

How much of my time will I need to give?

We would like to initially talk with you to explain the research. The focus group discussion itself should last about an hour.

What benefits will I, and/or the broader community, receive for participating?

The research will provide enormous insights into students' home and school study habits and the role of parents and other adults in these processes. Our approach will be very useful for feeding back to students, parents, their schools and the wider community detail insights unmatched by most research. We intend that these insights will inform better policies and practices around children's education.

Will the study involve any risk or discomfort for me? If so, what will be done to rectify it?

There is no risk involved. We are experienced and responsible academics who have conducted similar research over many years. If you feel any discomfort with our presence we will happily negotiate this aspect with you.

How do you intend to publish or disseminate the results?

It is anticipated that the results of this research project will be published and/or presented in a variety of forums. In any publication and/or presentation, information will be provided in such a way that the participant cannot be identified, except with your permission. All publications will use pseudonyms for

participants and the schools and areas involved, and no specific information will be included that may indicate who has participated.

Will the data and information that I have provided be disposed of?

Please be assured that only the researchers will have access to the raw data you provide. However, your data may be used in other related projects for an extended period of time. Please note that minimum retention period for data collection is five years post publication. The data and information you have provided will be securely disposed of.

Can I withdraw from the study?

Participation is entirely voluntary and you are not obliged to be involved. If you do participate you can withdraw at any time without giving reason, though we would like to talk with you about any reservations you had that lead to this decision.

If you do choose to withdraw, any information that you have supplied will be destroyed, if that is what you wish. You can withdraw by contacting the researchers directly, or the Research Services at Western Sydney University.

What if I require further information?

Please contact Professor Megan Watkins should you wish to discuss the research further before deciding whether or not to participate:

m.watkins@westernsydney.edu.au or 9685 9600

What if I have a complaint?

If you have any complaints or reservations about the ethical conduct of this research, you may contact the Ethics Committee through Research Services at Western Sydney University on Tel 4736 0229 or email humanethics@westernsydney.edu.au.

Any issues you raise will be treated in confidence and investigated fully, and you will be informed of the outcome.

If you agree to participate in this study, you may be asked to sign the Participant Consent Form. The information sheet is for you to keep and the consent form is retained by the researcher/s.

This study has been approved by the Western Sydney University Human Research Ethics Committee and the State Education Research Applications Process. The Approval numbers are H13733 and SERAP 2020232.

August 2022 Treasury Report (Month)

WAITARA PUBLIC SCHOOL PC ASSOC INC

ABN 88 887 884 129

For the month ended 31 August 2022

Prepared by UTA TAX

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Executive Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 August 2022

Overview - August 2022

1. Uniform Shop Sales \$3,560
2. Uniform Shop Profit \$2,017
3. Fundraising - Income \$1,301, Expenses \$801, Profit \$501
4. Bank Account Balance \$124,575
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Key Highlights

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Profit and Loss

WAITARA PUBLIC SCHOOL PC ASSOC INC For the month ended 31 August 2022

AUG 2022

Income

Trading Profit

Uniform Shop Sales

Clothing and Accessories Revenue	3,560
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Total Uniform Shop Sales	3,560
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Cost of Sales

Uniform Shop Cost of Sales	(1,544)
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Total Cost of Sales	(1,544)
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Total Trading Profit	2,017
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Fundraising Events

Fundraising & Events Income	1,301
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Fundraising & Events Expenses	(801)
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Total Fundraising Events	500
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Total Income	2,517
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Total Income	2,517
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Expenses

P&C Expenses

Dues & Subscriptions	140
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Insurance	227
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Total P&C Expenses	368
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Stripe Fees	69
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Total Expenses	436
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Profit/(Loss) before Taxation	2,080
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Net Profit After Tax	2,080
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Net Profit After Distributions/Dividends Paid	2,080
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Balance Sheet

WAITARA PUBLIC SCHOOL PC ASSOC INC As at 31 August 2022

31 AUG 2022

Assets

Current Assets

Bank Accounts

Business Cash Reserve #138	29,106
P&C Bank Ac#023	12,721
Uniform Bank Ac#103	82,749
Total Bank Accounts	124,575

Cash on Hand

Cash Drawer	400
Total Cash on Hand	400

Clearing Accounts	11,399
GST	2,161
Inventory on Hand	101,269
Prepayments	4,423
Trade Debtors	3,095
Total Current Assets	247,322

Non-Current Assets

Property, Plant and Equipment

Improvements	13,299
Total Property, Plant and Equipment	13,299

Total Non-Current Assets	13,299
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Total Assets	260,621
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Liabilities

Current Liabilities

Bank Overdraft	-
Credit Cards & Charge Accounts	86
Trade Creditors	792
Total Current Liabilities	878

Total Liabilities	878
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Net Assets	259,744
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Equity

Retained Earnings	259,744
Total Equity	259,744

Statement of Cash Flows - Direct Method

WAITARA PUBLIC SCHOOL PC ASSOC INC

For the month ended 31 August 2022

AUG 2022

Operating Activities

Receipts From Customers	3,917
Payments to Suppliers and Employees	(1,544)
Cash Receipts From Other Operating Activities	1,301
Cash Payments From Other Operating Activities	(303)
Net Cash Flows from Operating Activities	3,371

Investing Activities

Other Cash Items From Investing Activities	754
Net Cash Flows from Investing Activities	754

Other Activities

Other Activities	(2,220)
Net Cash Flows from Other Activities	(2,220)

Net Cash Flows

1,904

Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	123,071
Cash and cash equivalents at end of period	124,975
Net change in cash for period	1,904

Aged Payables Summary

WAITARA PUBLIC SCHOOL PC ASSOC INC

As at 31 August 2022

CONTACT	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
Aged Payables							
Amy Hill	801	-	-	-	-	-	801
L W REID Pty Ltd	-	-	-	-	-	(9)	(9)
Total Aged Payables	801	-	-	-	-	(9)	792
Total	801	-	-	-	-	(9)	792