



General Minutes 20th February 2023

ATTENDEES

Paul Hardy, Melissa Trapps, Sarah Foreman, Adam Baker, Michael Maher, Amanda Petersen, Laura Seefeld, Simone Rizzuto, Theresa Preston, Derek Mascarenhas, Stacey Arona, Amy Hatch,, Mel Bemrose, Erin Foenander, Mark McGoldrick, Dee Larsen, Emma Lonsdale, Madeline Gale, Catalina Forero, Kirstin Wrightson, Jessica Kotowshi, Trish McCombie

Apologies: Jono Coombes, Jacqui D'Agostino, Marije Kleinsmann, Alana Shepherd

AGENDA

1. Welcome / Open
2. Previous Minutes
3. Correspondence
4. Reports
 - a. Treasurer
 - b. Sub-Committee: Canteen
 - c. Sub-Committee: Uniform
 - d. Sub-Committee: Band
 - e. Sub-Committee: Traffic & Safety
 - f. Sub-Committee: Working Bee
 - g. Sub-Committee: Fundraising
 - h. Sub-Committee: Communications
5. Principal Update (Simone Rizzuto)
6. Other Business
7. Next Meeting

1. WELCOME

PAUL HARDY

- Meeting opened with Acknowledgement of Country, at WHPS at 7.04pm

2. PREVIOUS MINUTES

PAUL HARDY

- Review of previous minutes and acceptance by all, accepted by Stacey Arona.

3. CORRESPONDENCE

PAUL & AMANDA PETERSEN

- P&C Federation Election for board coming up. Let Paul Hardy know if you are interested in information.
- ACNC Annual Reporting required flagged via email to President Inbox.
- MYOB account email to President inbox prompted the requirement for account to be closed.

4A. TREASURER

MICHAEL MAHER

- 2022 End December reports distributed prior to session and attached to these minutes.
- Overall successful net profit of \$37,990 for calendar year 2022, noting Band loss of \$12,332 being offset by Canteen and Uniform performance.
- Call out that Interest Rates are currently beneficial with contributing to ~\$200 per month.

4B. CANTEEN

THERESA PRESTON

- **New Staff** - Rachel and Mel have now started working in the canteen replacing Tracey and Eva. Both are transitioning and are settling in well. Tracey has been available to assist with the handover.
- **Stock** - well stocked with no stock issues.
- **Special Menu Days** - We have started our "Special Menu Days" with a Valentines' Day theme on 14 February where cookies, heart chocolates and marshmallows were sold. The day was a sell-out success and the canteen made over \$350. We are looking at a green themed St Patrick's Day next.
- **Menu Review** - After a long absence, Baby Bento boxes are back from next week! This will be especially good for our younger kids in kindergarten, year 1.

- **General Business**

- Discussion on transferring funds from Canteen into savings account to capitalise on interest paid. Sub committee to discuss and confirm the appropriate amount to transfer with the Treasurer.
- With all new staff and a new committee, we are looking to let everyone settle into their new roles, then over time look into things including:
 - 1) Planning future special menu day options/dates.
 - 2) Equipment review, to see if anything needs to be replaced (like the pie oven, printer etc).
 - 3) Pricing review (look into what everything now cost and what we are selling things for).

4c. UNIFORM

LAURA SEEFIELD

- The current bank balance is \$21,633.62 with \$6,315 to come out of the account next week (from invoices being paid) and another \$2,000 to \$3,000 of invoices are expected to come in this month.
- **Back to School Vouchers**
 - Thanks to Mel and Michael who spent a lot of time applying for access so the uniform shop could accept back to school vouchers. Alana and Mel made time in the school holidays to come in and test them out so we could be ready for when the shop was opening on Monday (prior to school returning) mainly for the kindergarten starters. It was a very busy day in the shop and it has continued to be extremely busy every Friday since. Lots of people have been using the back to school vouchers. There was a much bigger take-up than expected so stock was depleted quickly (but has since been restocked).
- **Stock** - we did have a delay on receiving the yellow polos, but they are now back in stock. We very quickly sold out of new school bags with the new kindergarten starters! These have now also been restocked. The only thing we are out of stock of is the caps which are due next week.
- **General Business** - we have started doing a clean-out of the shop including stock in the storerooms (which is old stock or special sizing). We will continue through-out the term which will make more room to store current stock.

4d. BAND

EMMA LONSDALE

- We now have a very helpful and engaged committee meeting regularly.
- 60 children in band for 2023. 28 x new training band)
- Raised need to think strategically about ongoing success and viability of the band. We have 20 fewer children than pre covid and are still feeling the impact of COVID from past 4 years given lower numbers.

- Currently outstanding conductor fees (\$9k) from 2022 and another \$8k for this year predicted based on numbers vs fees.
- Asking for support from P&C to cover outstanding fees.
- Indicated ost to run Band annually is ~\$45k (\$36k conductor fees and \$8k instrument upkeep and purchasing).
- Simone to check if instruments on the school asset register as owned by school and not P&C.
- Decision made to pay all outstanding conductor fees immediately and for the sub committee to present a plan to make the Band sustainable ongoing.

4E. TRAFFIC & SAFETY

DEREK MASCARENHAS

- Hazel has been hired to be the Berith Street Lollipop/ Crossing Supervisor.
- Plan is to advertise a casual position for when Warren or Hazel are absent.
- Northern Beaches parking signage trial is in place for Term 1. Hoping to rollout to other schools in the area if successful. Currently going well with the suggestion of a long term solution of having Crossing Supervisors putting the signs out.
- A public notice board with information on how to make complaints/ suggestions for traffic and safety will be soon put up in the office.

4F. WORKING BEE

KIRSTIN WRIGHTSON

- Call outs for volunteers at the end of year didn't result in many volunteers. Most likely given time of year and commitments.
- Stage 1 chicken coup area to move ahead with Podology implementing the major works. Final quoting underway with meeting set for 20/2.
- We are lucky to have a local horticulturist volunteering her time to the school to help establish and educate our community. Thank you!

4G. FUNDRAISING

SARAH FOREMAN AND MELISSA TRAPPS

- Fundraising and Events Team Vision - to bring joy and connection to Wheeler Heights Public School students and the broader community by providing fundraising events that are inclusive, fun and support the school by raising the most funds achievable while adding value to the school community.
- 2023 Fundraising Goal - To fundraise for additional home and class readers to add to our growing collection and implement the upgrade to the veggie garden, chicken coop and landscaping of the school grounds. Alongside investing in the students and school infrastructure, we would like to raise funds to support the wellbeing of the WHPS staff in whatever way is helpful to them throughout 2023.

- 2023 Events
- Kindy and New Family Welcome Picnic - Wednesday 23rd Feb
 - Current Attendees (Parents = 71, Kids = 69)
 - Icy poles and popcorn provided.
 - Senior and Intermediate band playing.
- Election Day - 25th March, cake stall and BBQ being arranged.

4H. COMMUNICATIONS

No formal update

- No formal update.

6. PRINCIPAL UPDATE

SIMONE RIZZUTO

- Welcome back to 2023. We have 19 classes, 471 students.
- Staff shortages remain an issue including the School General Assistant position has yet to be filled.
- Update that Nicole Marshall and Trish McCombie are off class executives and working on determining the biggest needs through the school ensuring wellbeing and including morning hub club initiatives to support wellbeing
- Already at Week 5 and so much accomplished such as Best Start Assessment, Yr1-6 progressive achievement tests, PSSA trials, Meet the Teachers, Swimming carnival and Dance teams practicing.
- K-2 new syllabus being learnt and embedded by the teachers, with 3-6 new syllabus becoming mandatory in 2024.
- Reiterating that no toys/ playing cards are to come to school, will be reiterated in upcoming newsletter.
- Working on various school community initiatives and investigating what parents can be involved in. Stay tuned.

8. OTHER BUSINESS

ALL

- Trish McCombie, acting as representative of teachers union only, updated on Industrial actions, raised the Election being in 5 weeks and to consider data and impacts on teachers when voting. Document outline party policy will be shared by Trish for P&C to socialise with P&C community.
- Next P&C Meeting Mon 20th March 2023

Meeting closed 8.30pm