



# MINUTES

## WHPS P&C, 17 August 2020



### ATTENDEES

Paul Hardy, David Scotter, Priscilla Wright, Derek Mascarenhas, Cathie Butler, Karen Nitch, Ryan Lonsdale, Matt Smith, Laura Pearce, Dee Larsen, Adam Baker.

Apologies: Jo Golding-Lowe, Yvette Dee, Ali Evans, Kate Cura, Suz Baker, Fiona Simmat, Simone Sakovits.

### AGENDA

1. Welcome / Open
2. Previous Minutes
  - a. Business Arising
3. Correspondence
4. Reports
  - a. Band
  - b. Canteen
  - c. Uniform
  - d. Fundraising
  - e. Treasurer
  - f. Principal
5. Other business

### 1. WELCOME

PAUL HARDY

- Meeting opened via Google Meet at 7.00pm

### 2. PREVIOUS MINUTES

PAUL HARDY

- Review of previous minutes and acceptance by all, adopted by Derek.

### 3. CORRESPONDENCE

PAUL HARDY

- Rebel Sport balance reminder of total credit \$1,752.94 with \$402.56 expiring 30/9/20.

<b>4. REPORTS</b>	PAUL HARDY
<b>A) BAND</b>	PAUL HARDY on behalf of KARINA FALLAND
<ul style="list-style-type: none"> <li>• Band Fees have been reduced by \$50 per student for the 2nd semester. Revised invoices have been sent out by Karina.</li> <li>• \$11.5K in bank account.</li> <li>• Flexischools needs to be updated with the new T2 price. Jodie Sly is assisting.</li> <li>• Karina still doesn't have the correct access to Commbank, paperwork is being processed.</li> <li>• We have received an invoice for the new band shirts for Training Band. Shauna to collect these from Brookvale.</li> </ul>	
<b>B) CANTEEN</b>	PAUL HARDY on behalf of ALI EVANS
<ul style="list-style-type: none"> <li>• Demand is still high on Fridays and we need to continue paying both Tracey and Heidi while current COVID restrictions limit volunteer assistance.</li> <li>• We have added steamed dumplings to the menu which have done well.</li> <li>• Heidi and Tracey requested a professional oven clean. This has been approved by Dee. Ali will arrange access with David.</li> </ul>	
<b>C) UNIFORM</b>	KAREN NITCH
<ul style="list-style-type: none"> <li>• Current balance is \$9,477.80. Two supplier invoices need to be paid approx \$1000.</li> <li>• Stock levels are good.</li> <li>• Steady flow of online orders, with shop remaining closed until the end of term.</li> <li>• \$10,000 was donated to the P&amp;C last month.</li> <li>• Second hand clothing is getting low as there has been a lot of family requests recently. We could possibly ask for donations on unwanted second hand uniforms in the next newsletter. Parents to put in bags and send in with students to drop off to the office.</li> </ul>	
<b>D) TREASURER</b>	DEE LARSEN
<ul style="list-style-type: none"> <li>• Bank Balance: \$136,360.14 <ul style="list-style-type: none"> <li>○ General Account \$26,282.93</li> <li>○ Savings Account \$80,026.36</li> <li>○ Uniform Account \$9,643.10</li> <li>○ Band Account \$12,122.33</li> <li>○ Canteen Account \$8,285.42</li> </ul> </li> <li>• Flexischools sales from last week still to be received: <ul style="list-style-type: none"> <li>○ Canteen \$2,504.20 less fees (over \$1,170 for Friday Lunch)</li> <li>○ Uniform \$490.00 less fees</li> <li>○ Band \$150.00 less fees</li> </ul> </li> <li>• Received invoice from School for approx \$15K as 50% contribution to approved projects as per last P&amp;C meeting. This will be paid next month.</li> <li>• Uniform Shop has donated \$10k to the P&amp;C as per last P&amp;C meeting – thank you.</li> <li>• Worker's Comp Insurance for 20/21 has been paid and Actual Wage Declaration is due by 31 st October which may change premium – unsure if jobkeeper affects this or not</li> </ul>	

- April-June 2020 (Q4) BAS finalised last night – we should see the cash flow boost come in soon to offset the payment due to the ATO.
- Still paying \$60 per month for MYOB so we have the records available as per ATO rules – we need to look into whether a “view only” subscription is available for less money.
- 2019/20 Financial Accounts almost finalised - Jonathan is doing the audit later this month.

## E) FUNDRAISING (FT)

PAUL HARDY on behalf of FUNDRAISING

- Father’s Day: Bookings opened in Trybooking on Thursday 13 August and are open until midnight Wednesday 2 Sept.
  - We advertised in the newsletter, as of Sunday 16/8/20 we had 28 bookings with 41 tickets sold. Details of the event to be shared with class parents and on school signboard WC 17 Aug...flyer to also be sent home with kids during the week.
  - Gifts will be selected by the children and include any items left over from previous years such as mugs, frames, tool kits, surf wax. These are only a small number and we will also have tea towels and things such as trucker caps, BBQ tools, sox, gym towels, USB chargers, torches etc. Gifts will be paired together to ensure maximum profit to claw back tea towel money.
  - We have purchased a number of the above items from Kmart and a local pop up shop already and will keep an eye on the tickets sold to ensure we have enough gifts for the day with the aim to have no stock left over after the event.
  - 5 volunteers expected to run the stall on the day but we may also put out a call for help in sorting / packing the gifts prior to the event, likely on a weekend.
- Other events such as the Disco and Trivia Night are still pending to see what the restrictions are closer to the time.

## 5. PRINCIPAL REPORT

DAVID SCOTTER

- Covid-19 update:
  - Choir and Band will be cancelled from tomorrow until further notice.
  - PSS still TBC for later this term.
  - Please urge parents not to be on school premises.
  - Canteen and Uniform Shop continue to operate as is.
  - Please continue to be vigilant and keep social distancing.
- Gymnastics (K-2) & Ballroom Dance (Yr 5) operating this term. The gala dance at Homebush has been cancelled.
- Cross Country held last Friday with 8/9 year old race to be completed this Friday.
- ICAS – Uni NSW academic tests for some Yr 2-6 students will be held this Wednesday and the following two weeks.
- Chess competition this term and also coaching each Tuesday afternoon.
- Rotary Raffle – funds to be distributed as agreed. Donation to Rotary Club, Bushfire related charity, School raffle draw and school fundraising account.
- SASS (School Admin Support Staff) Week. Aug 24-31. Staff and students write cards, notes, visit etc. Last year a breakfast out for the SASS staff was arranged. David to Liaise with Jodie for a suitable date.
- Kindy Orientation for 2021- still on hold. Details TBC.

- The School Disco is also still TBC for Term 4.
- Thank you to the P&C for the payment of approx \$15K and their generous support of recent school projects.

## 7. OTHER BUSINESS

- SASS: P&C agreed to pay for breakfast for the teachers.
- Traffic Safety:
  - Ryan spoke about issues on Berith Street with people not paying attention.
  - Committee agreed to put in an application for a lollipop man on Berith St.
  - Restrictions have become more lenient so we stand a chance of getting one.
  - **ACTION:** David to complete submission form.
- Rotary Raffle:
  - \$300 Rotary Club Project
  - \$300 Mogo Zoo donation (this year's camp venue devastated by bushfires).
  - \$795.75 P&C donation.
  - Rest (\$200) in other prizes to be given away by the school supporting local businesses.

Meeting closed at 8.02pm.

Next meeting is on the 21st of September 2020.