



MINUTES

WHPS P&C, 27 July 2020



ATTENDEES

David Scotter, Priscilla Wright, Paul Hardy, Fiona Simmat, Simone Sakovits, Derek Mascarenhas, Cathie Butler, Suz Baker, Theresa Preston, Melissa Bemrose, Tracey Brilman.

Apologies: Jo Golding-Lowe, Dee Larsen, Yvette Dee, Ali Evans, Kate Cura, Adam Baker.

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 Zoom at 7.01pm

2. PREVIOUS MINUTES

PAUL HARDY

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

3. CORRESPONDENCE

SUZ BAKER

- Northern Sydney District Council of P&Cs E-news.

- Glowstix' reusable products catalogue.
- Rebel Sport credit voucher totalling \$1,942.69cr. Any credit expiring in June postponed to Oct 2020.
- Workers Comp premium of \$772.60

4. REPORTS	PAUL HARDY
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A) BAND	PAUL HARDY on behalf of KATE CURA
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- All Bands have been able to resume face to face rehearsals on the week starting 15th June following COVID requirements set by the Dept Education.
- Tutors have also been able to resume lessons on school grounds but no parents are allowed into the school for these.
- Band Fees have been reduced by \$50 per student for the 2nd semester. Revised invoices will be sent out by Karina Falland this week. Further details of the fee reduction has been sent to all band parents.
- Stocktake information has been supplied to the Treasurer.

B) CANTEEN	PAUL HARDY on behalf of ALI EVANS
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- Fridays continue to be extremely busy. On the last day of term 2 the canteen had approx. 215 orders. The canteen will continue to require two employees on Friday's for the foreseeable future (currently Heidi and Tracey are there on Fridays)
- The canteen has the following new items on the menu now: butter chicken, steamed dumplings, chicken nuggets, pizza scrolls and chicken breast tenders. Pies and sausage rolls remain.
- There has been a lot of positive feedback from parents about all menu items being available every day of the week.
- There continues to be an issue with parents not paying the canteen back for children who have forgotten their lunch. There is also an increase in teachers sending children that don't have crunch and sip to the canteen. Tracey and Heidi are partnering with flexischools for resolution via an I O U option.

C) UNIFORM	MEL BEMROSE
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- The uniform shop is doing really well and the current balance is \$18,986.93
- Donating \$10K to the P&C.
- Holly is adding individual year photos of the tea towels to Flexischools.
- Holly is working on advertising second hand uniforms on Flexischools.
- Stocktake completed.
- Online orders are continued and there is a lot of stock.

D) TREASURER	PAUL HARDY on behalf of DEE LARSEN
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|-------------------|-------------|
| ● General Account | \$26,018.98 |
| ● Savings Account | \$70,023.19 |
| ● Uniform Account | \$18,986.93 |
| ● Band Account | \$17,255.19 |
| ● Canteen Account | \$7,397.00 |

- Bank balances are quite similar to last month
- Flexischools sales from last week still to come in:
 - Canteen sales \$1,744.20 (over \$1,000 in sales on Friday lunch alone) less \$52.33 in Flexischools fees = \$1,691.87
 - Uniform Shop \$605.00 (unsure if any fees will be charged on this amount)
- Canteen bills will be entered by Ali later this week and there is one outstanding bill from the band that will be paid this week also. Cash flow is looking pretty good at the moment.
- Fundraising has a small amount of money sitting in Try Booking from tea towel sales that will be sent to the bank when there is a larger amount.
- Karina Falland has now taken over as Band Treasurer – the bank access is causing a few issues but will hopefully be sorted soon and we have a workaround for the time being.
- One employee is still receiving JobKeeper payments which will probably end in September as we are unlikely to still be eligible after that time.
- Expecting the second and final \$10,000 cash boost from the ATO when lodging BAS – BAS not due until the end of August.
- Aiming to finalise all the accounts early next month so the auditor has a full month to finalise the audit.
- Paul added that the role of Treasurer is the biggest job on the P&C and Dee has been doing a fantastic job. She is now looking to vacate the role so if anyone is keen she will do a hand over. The role would suit someone with a financial background.

E) FUNDRAISING (FT)

FIONA SIMMAT

- Tea Towel orders are trickling through slowly. Please contact the Fundraising team if you need more information or would like to discuss a deal.
- Fathers' Day is being planned. There will be no event but we will do a gift only option. Fathers' Day is traditionally more of a feel-good event rather than an actual fundraiser. It was agreed to use the Try Booking system instead of Flexischools. Still confirming details with David.
- School Disco is currently planned for 22nd of October and will be dependent on Covid restrictions.
- It was agreed to advertise a save-the-date for November 14th for Trivia in the event restrictions will ease.

5. PRINCIPAL REPORT

DAVID SCOTTER

- Well done to uniform and canteen workers, all have been very busy.
- Ballroom dancing, gymnastics and chess competitions have started.
- Parent/teacher interviews were done by phone last term and a survey will be in the newsletter for anyone who would like to provide feedback.
- School reports were emailed out in the last week of term 2 in a modified format.
- Camps for yrs 4-6 are currently on hold.
- No excursions still this term.
- Non-essential parent visits to school are not allowed although some exceptions for kindy parents or anxious kids exist. Parents please adhere to these guidelines.
- WHPS has recently invested approx \$30K for various projects and are asking the P&C to contribute 50% towards them. A document outlining these completed projects as well as

suggestions for future projects will be distributed by Suz with the minutes. The P&C agreed to this, with 50% of the hall curtains paid for by Band.

- The Multicultural Public Speaking Competition went very well and was recorded and sent to the parents. The winner among the finalists in the Sydney area will be decided upon via video recording.
- Scripture classes start next week as decided by the DET.
- WHPS currently has 3 sports houses, Wheeler, Jenkins and Ramsay. Teachers have suggested adding a 4th sports house which is being discussed.
- Years 2-6 are practising Cross Country 3 times a week with the carnival on Fri 7th August. Unfortunately parents are not allowed to attend.
- Modified K-2 carnival later this term.

7. OTHER BUSINESS

- Submission received by NB Council. Council will confirm their contribution toward the cost of the fence, hopefully before next meeting, when their budget for FY21 is finalised.
- Derek suggested adding a link to the submission in the newsletter with some information for parents explaining the reasons behind the submission and also an invitation for interested parents to join a School Traffic Committee.
- OrgChart highlighting P&C positions to be filled with short role descriptions to be advertised in the school newsletter and through ClassParent emails. Suz to assist with compiling job descriptions ahead of AGM.
- Reminder for all Sub-Committees to have their AGMs before the main AGM. Suz to send out a reminder to all sub-committees. The date for the P&C AGM is 19/10/20.
- Audit Report for the end of financial year to be completed before our AGM. Adam is contacting Jonathan Pollard to confirm his commitment.
- Paul will arrange a Zoom extension so the P&C meetings are not cut short.

Meeting closed at 8.02pm

Next meeting is on the 17th of August 2020.