



General Minutes 15th February 2021

ATTENDEES

Paul Hardy, Adam Baker, Simone Sakovits, Michael Maher, Mark McGoldrick, Amanda Petersen, Simone Rizzuto, Priscilla Wright, Jono Coombes, Dee Larsen, Kate Van de Wall, Michele Freebairn, Laura Seefeld, Kirstin Wrightson, Marije Kleinsmann, Melissa Bemrose, Emma Lonsdale, Merissa Cohen, Yvette Dee, Karen Nitch, Cathie Butler, Matt Smith, Theresa Preston, Amy Hatch, Derek Mascarenhas, Victoria Thorncraft, Kristin Barnard, Stacey Arona, Lyndell Phillips

Apologies: Fiona Simmat, Ben Maye

AGENDA

1. Welcome / Open
2. Previous Minutes
3. Correspondence
4. Reports
 - a. President update
 - b. Sub-Committee: Band
 - c. Sub-Committee: Canteen
 - d. Sub-Committee: Uniform
 - e. Sub-Committee: Treasurer
 - f. Sub-Committee: Fundraising
 - g. Sub-Committee: Communications
5. Principal welcome and update
6. Other Business

1. WELCOME

PAUL HARDY

- Meeting opened in person at school at 7.03pm

2. PREVIOUS MINUTES

PAUL HARDY

- Review of previous minutes and acceptance by all, adopted by Adam Baker

3. CORRESPONDENCE

AMANDA PETERSEN

- No correspondence

4. REPORTS

PAUL HARDY

A) PRESIDENT

PAUL HARDY

- Shared correspondence including Thank you card from David Scotter for farewell card and present, and messages from teachers thanking P&C and parents for Christmas present
- Confirmed arrangement for school with Rebel sport/ Athletes foot continues. Possibly advertise this through Flexi school/ social platforms
- Call out for anyone interested in vacant P&C roles 1) Uniform secretary 2) Canteen Convenor/Secretary 3) Fundraising team

B) BAND

NO FORMAL UPDATE

- No formal update however 2021 looking like a great year with a large number of students participating

C) CANTEEN

PAUL HARDY on behalf Heidi/Tracey

- Industrial dishwasher still being donated and delivery to be arranged.
- Volunteers are being welcomed back to help in the canteen. P&C to communicate how to volunteer using the online system.
- Council review of canteen operations completed November 2020 with fantastic results. Great work team.
- Food safety course for staff approved by P&C.
- Request to have bread available for sandwiches for students who haven't brought lunch to school that day. Amanda to advise the Canteen staff.

D) UNIFORM

LAURA SEEFELD

- The current bank balance is \$23,222
- The uniform shop is able to donate \$10,000 to the P&C this month
- Stock update:
 - High demand for uniform with School starting back resulting in a shortage of stock (boy's grey shorts; summer skorts)
 - Stock was due to arrive on Friday 12th 2021 to replenish levels and fill outstanding orders.

- **Volunteers for 2021**

- The uniform shop is open Friday's 8:30-9:30am and there has been a number of new parent volunteers in the shop. Discuss with Holly if there is a volunteer that could be trained to open / close the shop if Holly is unavailable. Karen and Mel currently step in but Karen will be stepping down at the end of 2021.
- Suggestion to place communications in upcoming school newsletter.

- **New approval system for payroll**

- Karen was contacted by the P&C President advising there is a new approval system for payroll of uniform shop employee. Discussed at meeting and Treasurer Michael to assist Laura in understanding how this approval works and who is responsible for approving hours worked.

E) TREASURER

MICHAEL MAHER

- Bank Balances as at 12th February, 2021
 - General Account \$62,795.58
 - Savings Account \$41,253.49
 - Canteen Account \$23,899.02
 - Uniform Account \$23,222.09
 - Band Account \$2,618.73
 - **Total** **\$153,788.91**
- \$38,979 cheque given to WHPS from P&C to fund school improvements including curtains, fencing, landscaping K-2 playground, technology smartboards and laptops.
- Agreed and confirmed that \$1,000 "loan" from Band to return to general account.
- No bills from canteen as of Friday evening 12/2.

F) FUNDRAISING

NO FORMAL UPDATE

- Seeking interest for co-ordinators and helpers to plan and assist in fundraising and events for 2021.
- Paul Hardy to reach out to Belle Real Estate re potential sponsorship plan

G) COMMUNICATIONS

MARIJE KLEINSMANN

- Marije is working on the 2021 communication plan and strategy.
- Looking for new content other than newsletter.
- Simone Rizzuto to extend invite to Marije for upcoming consultant meeting.
- Simone also noted the school is looking at improving the newsletter and welcomes any community input.

5. PRINCIPAL REPORT

SIMONE RIZZUTO

- Welcome Simone to her first WHPS P&C Meeting.
- Simone shared her background, passion for teaching and learning, as well as her key values and strengths.
- Provided an update on the need to develop the schools Strategic Improvement Plan and asking for community input in a future survey and focus groups.

7. OTHER BUSINESS

ALL

- Simone confirmed unfortunately due to COVID restrictions that parent/carer attendance at the upcoming swimming carnival was not possible.
- Simone confirmed that Smart watches are not to be worn during schools hours, aligned with the Smart phone policies.

Meeting closed at 8.07pm.

Next meeting Monday 15th March, 2021.