



General Minutes 21st February 2022

ATTENDEES

Paul Hardy, Amanda Petersen, Simone Rizzuto, Marije Kleinsmann , Theresa Preston, Stacey Arona, Fiona Simmat, Yvette Dee, Michele Freebairn, Amy Hatch, Mel Bemrose, Melissa Trapps, Heath McNab, Derek Mascarenhas, Kate Van De Wall, Sarah Foreman, Catalina Forero, Kirstin Wrightson , Carly Halsall, Alana Shepherd, Kiri Simmat, Mark McGoldrick

Apologies: Jacqui D'Agostino, Adam Baker, Michael Maher, Jono Coombes, Laura Seefeld

AGENDA

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

1. WELCOME

PAUL HARDY

- Meeting opened at Collaroy Surf Club at 7.08pm.

2. PREVIOUS MINUTES

PAUL HARDY

- Review of previous minutes and acceptance by all, accepted by Mel Bemrose and Marije Kleinsmann .

3. CORRESPONDENCE

AMANDA PETERSEN

- From the Secretary inbox: general enquiries on Kindy Event, Canteen Applicants.

4. REPORTS**A) PRESIDENTS UPDATE**

PAUL HARDY

- Connecting and sharing ideas with Dee Why P&C President as they rebuild committee and objectives.
- Confirmed auditing and insurance has been completed this week as per requirement of being a registered charity.
- Reminder of Rebel & Athletes Foot arrangement with WHPS. Be sure to advise you are from the school when purchasing as they will provide % of funds to school. Suggestion to include a reminder to families in the upcoming newsletter.
- Request for assistance from anyone familiar with MYOB accounting to help close down this account. Mark McGoldrick to assist.

B) TREASURERPAUL HARDY ON BEHALF OF
MICHAEL MAHER

- Bank Balances as at 28 February 2022
 - Band \$4,173
 - Canteen \$28,075
 - General \$16,429
 - Online Saver \$66,066
 - Uniform \$15,192
 - TOTAL \$129,935
- Profitability of Uniform shop and Canteen increasing as we return to some normalcy.
- General account has covered Terms 3 and 4 Band director's fees (\$7,800). Ultimately the \$15,000 COVID grant from NSW government has covered these costs.
- Net assets have improved ~\$10,000 FYTD, although this is driven primarily by the reduction in accounts payable.
- Overall cash assets have fallen \$10,000 since 30 June, but have now stabilised with more normal business functioning. The Canteen, Uniform Shop and General Accounts each transferred \$5,000 to online saver in late December.

C) BAND

JENNY ON BEHALF OF ADAM BAKER

- Confirming there are currently 20 students signed up for the training band this year.
- All 3 Bands are looking to perform at the upcoming Movie Night and Easter Hat Parade.
- Intermediate and Senior are combining once a week to practice due to online learning last year and reduction in those continuing on.
- Encourage anyone interested in helping the Band, to please reach out to Adam Baker.
- Currently a challenge with getting tutors as they are fully booked. Jenny to share list of tutors who have availability.

D) CANTEEN

PAUL HARDY ON BEHALF OF JACQUI D'AGOSTINO

- Interviewing for part-time Canteen Supervisor has been completed, with role being offered imminently.
- Call out that we need volunteers on Wed, Thu and Fridays now that recess will be back on and school is now open for parents/carers. To include note in upcoming newsletter, class parents and through Flexischool.

E) UNIFORM

STACEY ARONA

- Current bank balance is \$25,040 pending several invoices that need to be paid (approximate value \$10,000).
- Holly O'Brien has now finished up and Alana Shepherd has commenced in the role. A handover has been completed.
- Backorders – there are a large number of backorders from the end of Term 4 and over the Christmas period which are being worked through. Some have been filled and once new stock arrives, the remainder will be filled. Anyone who has outstanding items from last year can contact the uniform shop directly (by email) and Alana can advise when the back order is due to be filled.
- Sports skorts and shorts are low in stock (smaller sizes), Alana is placing an order this week to restock.
- A big clean out of the second hand stock has been conducted (and the shop is looking great!). We have an overflow of second hand stock (mainly due to the shop being closed for a long period of time with covid restrictions). Once the shop opens again this will move quickly and we will promote it in the upcoming newsletter.
- School Bags – as reported last year we are moving from the old style of school bag to a similar version that is darker blue (due to low volume of sales and a minimum order requirement of 300 bags). There are only 4 of the old bags left to transition out and then we will start stocking the new style.

F) FUNDRAISING

SARAH FOREMAN AND MELISSA TRAPPS

- New Fundraising and Events Committee are working through both the Vision and Goals for 2022.
- Primary goal is to raise \$19,000 to purchase home and group reading texts to support all students at Wheeler Heights Public School to be curious, confident and empowered learners.
- Secondary goal is to replace the shade cloth over the K-2 play area which was damaged during the storm in December 2021 (approx \$10,000 - \$15,000) and landscape the vegetable garden area (approx \$10,000).

Welcome Kindy & New Starters Evening

- Booked at The Far Post for 4-6pm Thursday 24th, 2022.
- RSVPs - As of 21/2 159 tickets. Venue capacity - 200ppl.
- Event Communication included Kindy FB page, Flyers, Flexischools, P&C FB Page.
- Catering arranged including grazing boxes for adults and children on tables (includes vegetarian options), Non alcoholic beverages provided in jugs on tables, whilst alcoholic beverages can be purchased at the bar.
- Activities for children in lieu of play equipment at school includes sports equipment such as skipping ropes, hula hoops, soccer balls and a craft table with "make your own" masks and colouring.
- Estimated event budget - approx \$1200 (this is flexible due to being offsite)
- P&C Volunteers required include 2 to set up, 1 for welcome checking off, 2 supervising kids soccer area, 1 floating (ensuring catering being topped up, music playing after band finishes etc).

Summer Movie Night

- Proposed evening of Friday 1st April on school oval.
- Budget - \$1500.
- Screen & movie booked - Movie TBC (initially Sing, proposed Sing 2)
- Still unsure if event can go ahead due to parents being required on site for event but cancellation and rescheduled is available until 10am of date.
- Proposed tiered ticket structure to maximise fundraising ability including Basic package - family movie ticket, Tier 2 package - family movie ticket + popcorn and choc tops, VIP package - family movie ticket + popcorn and choc tops + grazing platter. Liaising with David Mortimer (school parent and owner of Vanilla Blue catering) to try to work up an affordable grazing platter option.

Colour Explosion

- Event held Tuesday 5th April on school oval during school.
- Materials already purchased and held in school storage.
- Budget for event - \$8000.
- Communication sent home regarding fundraising Friday 4th March so ample time for students to set up fundraising profiles online and raise funds
 - Student fundraising to run Friday 4th March - Friday 25th March

- School equipment being audited so team can come up with “activity stations” across the oval.
- Proposal for large inflatable at beginning of course although may be cost prohibitive (Team still exploring).
- Number of parent volunteers required to be agreed and signed off on (must be double vaxxed).
- Proposed prizes for each stage are \$300 Rebel vouchers for highest student fundraising dollars raised (total \$1200 across Kindy, S1, S2 & S3).

G) COMMUNICATIONS

MARIJE KLEINSMANN

- For all communications, we will now forward the message to three different channels 1. WHPS P&C Facebook Page, 2. Class Parent Coordinator 3. WHPS General email address to be added to the Newsletter or/and Flexischool.
- As more P&C activity ramps up this year, Marije is creating a monthly calendar. So if anyone has topics to add, please let her know.
- Need to encourage new families to like the WHPS P&C Facebook account. Share the message in the Kindy App.

H) TRAFFIC SAFETY

DEREK MASCARENHAS

- Raised safety concern for children at Berith Street gate access, due to visibility as cars parking inappropriately on adjacent Carlisle Street.
- Short term fix is mapping where issues occur, including liaising with local residents and then informing Northern Beaches highway patrol.

I) WORKING BEE

KIRSTIN WRIGHTSON

- Thank you Kirstin for taking on the role to help improve the school environment through volunteer working bees.
- School walk to scope out sustainability scheduled for 22/2.

5. PRINCIPAL REPORT

SIMONE RIZZUTO

- Kids settled in well to the new year, even with the current environment.
- We have a steady 462 students, with 78 in Kindy.
- Key initiatives already achieved include Swimming Carnival/ Water Day, Teacher evenings and Band recruitment.

- COVID still impacting teacher workload in having to provide learning from home packages for close contact children. Currently manageable as cases are low but reminder that we are not at business as usual so thank you for your support.
- Many exciting initiatives for the year ahead, continuing the focus on Numeracy and Reading
 - Numeracy problem solving strategies, Vocabulary upskilling to enhance K-2 Syllabus
 - Learning support funded to help target high performers and enable mapping, tracking and growth of students
 - Launch in Term 2 of an Inclusive, Engaging and Respectful Policy
 - Reviewing Rewards structure system and will look for community feedback and involvement to help shape this
 - Student Leadership opportunities being developed to replace SRC model
 - Teacher mentoring program introduced for those in their first 5 years of teaching. Pairing with Teachers to support and share expertise
- Simone acknowledged communications from the school are many and varied, with some being sent late at night. A structure will be put in place to help with single, timely messages
- Updated that school refurbishment work is underway with painting and admin upgrade starting shortly
- Request to P&C to help support with funding to replace the damaged playground shade due to storm damage. Not covered under insurance due to not being a building structure.
- General discussion and request for feedback on 1) Parent attitude to school uniform wearing encouragement (general consensus was to enforce wearing as it shows consistency and a sense of belonging and community) 2) Agreement that Chocolate Easter Eggs could be given to K-2.

7. OTHER BUSINESS

ALL

- Sarah Foreman appointed Class Parent Coordinator - huge thank you!
- Callout for Ethic teaching volunteers
- Meeting closed at 8.21pm.
- Next meeting will be Monday 21st March, 2022.