



WEST PYMBLE PUBLIC SCHOOL

WEST PYMBLE P&C ASSOCIATION INCORPORATED

GENERAL MEETING MINUTES – 13 FEBRUARY 2023

Attendees: Lonii Broers, Sharlene Atkinson, Anna McFarlane, Ali Hafeez, Nicole Wynne, Felicity Bewley, Bronwyn Wilson, Tim Simpson, Jacky Hodges, Kate Snell, Brian Snell, Katrina Crooks, Alicia Potts, Bec McArthur, Gladys Wilkins, Jacky Hodges, Tamara Leo, Rachael Dimech, Alex Robinson, David Malory, Anmarie Forrester, Jen Stokes, Paul Zamuner, Sandeep Dsa, Naomi Lam, David Hughes, Sara H

Apologies: Leigh Lofts, Peta Harper

NEXT GENERAL MEETING DATE: Monday 13th March 2023, 7:30pm

Open – President, Lonii Broers

Meeting commenced at 7:30pm

Minutes of previous meeting

Minutes from 12th December 2022 were approved.

Business arising from previous meeting/s

Please refer to the '*P&C General Meeting – Action Items*' appended for a complete list

- Lonii Broers will be vacating the role of President at the end of Term 1 2023.
- The Second Hand Uniform Operator position is also currently vacant.
- Jacky Hodges was nominated by Katrina Crooks as secretary of the Band Subcommittee, and elected during the meeting.

Action Items	Responsible Person	Date

Principal's report – Bronwyn Wilson

- Two new staff members have joined WPPS. Emily Carter is in the position of Assistant Principal, Curriculum and Instruction. Her role is to work with K-2 staff to introduce the new English and Maths curriculum this year, and 3-6 staff next year. She plans to attend the next P&C Meeting to introduce herself and talk further about her role. We also welcome Heidi Piper in the position of Music Teacher, who brings extensive experience to the role.
- New roofing has been completed in both of the toilet blocks. The senior toilet block was affected by mould and extractor fans have also been installed. The junior toilet block has also had roofing repairs completed, and is awaiting total refurbishment. The proposal has been submitted and we are awaiting a timeframe from Assets.
- The school has been selected for a WiFi update, to be fully funded by the Department of Education. The exact specs are being finalised.
- Playground upgrade – a representative from ULP will complete a new quote due to an increase in cost of supplies since the last quote. Sharlene Atkinson successfully applied for a grant of just over \$40,000 for Maddie's Garden.
- A disabled parking space has been clearly labelled. This is located in the car park, and access is granted via the office.
- 288 students are currently enrolled at WPPS. The reduced number is largely attributable to the Department of Education's current rules regarding acceptance of out-of-area applications. Enrolment numbers and

equity/complexity funding impact the overall funding of the school. WPPS is scheduled to change from a P2 down to a P1 at the end of this year. If this change goes ahead, the position of Principal which attract a reduced salary.

- The 2023 Swimming Carnival was a great success. Thank you to Mr Noble, the staff, and 36 parent helpers.
- Meet the Teacher night is next week. More information will be communicated regarding the new curriculum. Parent teacher interviews will be conducted later in Term 1.
- NAPLAN is scheduled for Year 3 and 5 from 15-27 March. Class teachers will complete the practice questions available on the Public Demonstration Site with their classes.

Action Items	Responsible Person	Date
Working group regarding school reclassification	Katrina Crooks	13 th February 2023

Treasurer's report – Ali Hafeez

West Pymble P&C Association Inc.

Treasurer's Report

as of 13th February 2023

- January's finances are yet to be reconciled, and will be presented at the next meeting.
- The independent review of the WPPS P&C Financial Statements for the financial year ended 31 December 2022 was completed by Lauren Hosie, Chartered Accountant. No discrepancies were found, and the full Financial Statement and review is available at <https://www.wppspnc.com.au/governance>.

Action Items	Responsible Person	Date

Band report – Katrina Crooks

- 85 children have enrolled in the band program this year, which is an increase of 20 students compared to 2022. The increase is likely attributable to a return following covid. This improves the financial support for the band program as well as parent helper support.
- Along with Jacky Hodges, another 2-3 volunteers have come forward to fill other roles, which shares the load considerably.
- Concert Band and Performance Band commenced rehearsals last week. Training Band commenced lessons this week and will commence rehearsals in 2-3 weeks' time.
- The first major event will be Band Camp, which will take place from 5-7 May. Planning will commence shortly.
- Music Teacher Heidi Piper attended the Band Committee meeting last week and provided valuable input.
- A vent has been installed in the storeroom to improve aeration due to previous issues with instruments being affected by mould.

Action Items	Responsible Person	Date

Canteen report – Lonii Broers in Wendela Flokstra-Mesker's absence

- The canteen's current ordering system is Schools24, which involves with significant fees per order. Flexischools and Spriggy Schools have been suggested as alternative options. Tap and Go has also been suggested, in addition to cash as a payment option.
- Ali Hafeez volunteered to conduct a comparison of the three ordering platforms.

Action Items	Responsible Person	Date
Comparison of Schools24, Flexischools and Spriggy Schools	Ali Hafeez	13 th February 2023

OOSC report – David Malory

- New staff have come on board and have been completing training.
- Numbers have increased, with 40-45 attending each morning (aside from Friday), and around 65 in the afternoons. Casual spots are available.
- Invoices have been paid.

Action Items	Responsible Person	Date

Fundraising report – Anna McFarlane

Upcoming events

- Welcome Night (17th February)
- Twilight Market (4th March)

Action Items	Responsible Person	Date

Grant committee report – Sharlene Atkinson

- Maddie's Garden grant for just over \$40,000 was successful. 31st March is the deadline to sign off on the funding deed and provide forms to Assets. The project should be completed towards the end of 2023.
- Applications are open for Woolworths Landcare Grant (\$1000). Last year we applied for a dedicated Return and Earn bin for drinks containers which was unsuccessful, so we will apply for this again this year (other ideas also welcomed). Deadline is 17th March.
- Applications are also open for the Life Education Grant (\$1000), which is for creative garden space where children can learn healthy habits to improve physical and mental wellbeing.

Action Items	Responsible Person	Date

General business

- Attendees are reminded that in order to vote for any motions put forward during the year and to vote at the AGM in December, they must become a Financial Member. Membership is a token amount of 50 cents. Please transfer to the P&C account (details below).

Amount: 50 cents

Description: 2023 Membership (NAME)

Account Name: WPPS P&C

BSB: 032281

Account: 960695

Action Items	Responsible Person	Date

Close & next meeting

Meeting closed at 8:37pm.

Next General Meeting – Monday 13th March 2023, 7:30pm

P&C GENERAL MEETING – ACTION ITEMS

(UPDATED 13-02-2023)

	Action Item	Responsible Person	Status
24 June 2019			
P&C shipping container	Explore repair/replacement options for the P&C shipping container	P&C Executive	<p>05/08/2019 – _waiting on quotes for replacement</p> <p>09/09/2019 – _one quote received and awaiting more quotes; P&C funds not available so alternative funding will be explored</p> <p>02/12/2019 – _second quote not forthcoming; will continue to investigate in 2020</p> <p>26/10/2020 – _propose new storage shed like OOSC have installed, vote to purchase passed, location needs to be finalised</p> <p>01/12/2020 – _location still needs to be finalised and will progress in 2021</p> <p>09/02/2021 - Access to new shipping container available. If container cannot be transported into the school premises, storage shed option pursued.</p> <p>15/03/2021: Updates to be discussed at the next meeting.</p> <p>3/05/2021: In progress.</p> <p>07/06/2021: Replacement planned for 7th July [Action re-opened]</p> <p>06/09/2021: Provide update on the outcome of the police investigation and refund outcomes from the bank.</p> <p>18/10/2021: Update provided. Bank refund is not possible. Police investigation is in progress.</p> <p>17/02/2022: Police Investigation in progress.</p> <p>22/10/2021: Update provided on police investigation. Progressed but no significant update as yet.</p> <p>7/02/2022: No concrete update from Gordon police.</p> <p>14/03/2022: Closing action for update from police.</p> <p>09/05/2022: Concrete slab will be laid and shed built as a replacement for the shipping container. Costing is being worked on.</p> <p>5/09/2022: New Shed completed.</p> <p>12/12/2023: Police have done further investigations and the possible culprit was a victim of the scam and not the culprit. No possibility of recovering the money.</p> <p>13/02/2023 Action closed.</p>