



# WEST PYMBLE PUBLIC SCHOOL

## WEST PYMBLE P&C ASSOCIATION INCORPORATED

### GENERAL MEETING MINUTES – 6<sup>TH</sup> JUNE 2022

**Attendees:** Ali Hafeez, Alicia Potts, Amy Wild, Bronwyn Wilson, David Malorey, Ida Ong, Jacqui, Katrina Crooks, Felicity Bewley, Lonii Broers, Nicole Wynne, Paula Stokoe, Peta Harper, Sandeep Dsa, Sharlene Atkinson, Tamara Leo, Tim Simpson.

**Apologies:**

NEXT GENERAL MEETING DATE: Monday 1<sup>st</sup> August 2022, 7:30pm

#### Open – President, Lonii Broers

- Meeting commenced at 7:30 pm.

#### Minutes of previous meeting

- Minutes from the previous meeting approved.

#### Business arising from previous meeting/s

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

- No items raised. Updates for actions in respective reports.

Action Items	Responsible Person	Date

#### Principal's report –Bronwyn Wilson

New Student Orientation:

- New Student Orientation Fantasy day was well attended. Pistachio entertainment did a great job with the entertainment and students were completely involved and were dressed up as various jungle animals.

Enrolments:

- Enrolments are picking up for the next year. Reach out to members in the community to enrol early, so the school will have sufficient time to plan and prepare.

Solar Celebrations:

- Solar panels are installed and for the celebrations NSW University will be organising a solar car challenge in the second week of term 3 at West Pymble Public school. More details will be posted in the newsletter.

Staff Changes Term 3:

- Miss Feltscheer and Miss Westin will be returning in Term 3 and will be job sharing.
- Mrs. Bonouvrie will be returning start of next year.

OOSH Update:

- Department does not have any programs at the moment that describe the next steps regarding OOSH management been taken over by P&C or local tendering. The original timeline was end of year but This timeline has been extended by 6 months. The current OOSH processes and insurances will continue as is for now.
- P&C taking over OOSH management was voted for and all members voted in support for OOSH management to be under P&C Management. No one voted for local tender.

Action Items	Responsible Person	Date
Toilet Door repairs for early stage 1 09/05: Couple of doors need to be replaced and its work in progress.	Bronwyn Wilson	9/06/2022

Treasures report – Ali Hafeez

**West Pymble P&C Association Inc**

**Treasurers' Report**

as of 31st May 2022

**Bank Accounts - Balances and Movements on Accounts**

The current cash balance is **\$ 241,419.81**, a decrease from the previous P&C Meeting. The balances are made up of the following accounts:

Accounts:	<u>28<sup>th</sup> February 2022</u>	<u>29th April 2022</u>	<u>31st May 2022</u>
P&C Transaction Account	\$51,429.29	\$57,158.61	\$58,438.19
P&C Investment Account	\$44,857.90	\$44,858.63	\$44,860.57
P&C Building Fund Account	\$13,493.66	\$13,493.87	\$13,494.45
P&C funds held by WPPS	\$0.00	\$0.00	\$0.00
Canteen Account	\$36,974.77	\$25,522.98	\$27,616.32
Canteen cash draw	\$50.00	\$50.00	\$50.00
Band Transaction Account	\$43,111.05	\$59,572.80	\$65,001.52
Band Investment Account	\$27,614.69	\$27,615.13	\$27,616.32
Petty Cash	\$184.10	\$184.10	\$75.00
<b>Total</b>	<b>\$217,715.46</b>	<b>\$228,456.12</b>	<b><u>\$241,419.81</u></b>

## Account Movements

The movements are based on the following:

- P&C Transaction Account:
  - Disco sales - **\$3,226.07** with about **\$1,100** of costs.
  - Election Stall - **\$4,627.11** with about **\$175** costs.
  - Some petty cash was reduced and deposited into the P&C Transaction account
- Canteen
  - Per previous meeting - we have opened a new account for Canteen Transactions Debit Card, which will be issued to Wendela this week (hopefully) to assist in management of Canteen expenses.

Action Items	Responsible Person	Date
Donations raised (approx. 85 \$) from afternoon tea (for the Women's shelter) to be sent to Ali. Gladys has kindly volunteered to collect the money and give it to Ali 6 <sup>th</sup> June: Action Closed	Gladys Wilkins/Ali Hafeez	9/06/2022

## **Band report – Katrina Crooks**

- Band camp took place from 13<sup>th</sup> to 15<sup>th</sup> of May at Crusaders. Feedback has been great and the progress of the bands has been very good over the weekend.
- Parents were also able to attend the concert at Band Camp this time.
- Performances outside school will also commence with the Winter festival at Frenchs Forest and next performance will be Spring festival at Chatswood Chase.
- More fund raising activities planned in the coming terms.

## **Canteen Report : Wendela Flokstra-Mesker**

- Further updates at the next meeting. Plan to replace laptop in progress. Quotes being obtained

Action Items	Responsible Person	Date
Request for new laptop. Current laptop is 8 years old and is slow. Wendela to discuss with Lonii. Update 17/02/2022: plan to get quotes for the next meeting Update 14/03: No further update	Wendela	End of term 3 2022
Due to massive amount of lunch orders(as discussed in the previous meeting) a 4 <sup>th</sup> Oven is required. Wendela to discuss with Lonii	Wendela	End of term 3 2022

Update 17/02: further discussion required.  
 Update 14/03: not purchased.  
 Costing to be discussed.

**OOSH BASC Reform – David Malorey**

**Updates**

- The original date for the BASC reform to be implemented was end of the year. This has been extended by another 6 months.
- P&C sub-committee will be formed in the interim so there is a transfer of information and a direct line of communication will be in place for more efficient transfer. More updates will be provided in the future when more information is available.

Action Items	Responsible Person	Date

**Fundraising report – Paula**

- Thank you to all volunteers and teachers who helped at the Disco. Disco night was a success.
- Comedy night ticket sales have been slow. Everyone is welcome to invite family and friends. Communications will be sent out via various communication channels.

Action Items	Responsible Person	Date

**Grants Report –Sharlene Atkinson**

- Community building partnership funding is being submitted for the next stage of the playground upgrade (including Maddie’s garden).

Action Items	Responsible Person	Date

**OOSH Report –Jacqui**

- For 2022, there are regular/casual spots available in the morning and afternoon. Please contact OOSH team if you want a regular/casual spot.
- Government provided 500\$ voucher can be used at OOSH. This voucher can even be used for regular spots only.
- AGM is planned for 8<sup>th</sup> June 2022. Everyone is welcomed to join the meeting.

<b>General Business – Lonii Broers</b>
<ul style="list-style-type: none"> <li>Shed: Cost of building a shed to replace the shipping container is being looked at. A slab of concrete needs to be put down and a shed built.</li> </ul>
<b>Close &amp; next meeting</b>
Meeting closed at 8.04 p.m.
Next General Meeting– Monday 1 <sup>st</sup> August 2022, 7:30 pm (Online meeting via Zoom)

## P&C GENERAL MEETING – ACTION ITEMS

Action Item	Responsible Person	Status
<b>07 February 2022</b>		
Principals Report	Package for the meet the parents will be sent prior to meeting	Bronwyn Wilson Closing action
	Teacher profiles in the next newsletter	Bronwyn Wilson Closing action
	Toilet Door repairs for early stage 1	Bronwyn Wilson 9/05/2002: 2 doors need repairs. This is work in progress.
<b>06 December 2021</b>		
Canteen update	Request for new laptop. Current laptop is 8 years old and is slow. Wendela to discuss with Lonii.	Wendela Quotes will be provided at the next P&C 9 <sup>th</sup> May: No update
	Due to massive amount of lunch orders a 4th Oven is required.	Wendela Further discussion required 9 <sup>th</sup> May: No update
<b>24 June 2019</b>		
<b>P&amp;C shipping container</b>	Explore repair/replacement options for the P&C shipping container	P&C Executive 05/08/2019 – waiting on quotes for replacement 09/09/2019 – one quote received and awaiting more quotes; P&C funds not available so alternative funding will be explored 02/12/2019 – second quote not forthcoming; will continue to investigate in 2020

		<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>
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