



WEST PYMBLE PUBLIC SCHOOL

WEST PYMBLE P&C ASSOCIATION INCORPORATED

GENERAL MEETING MINUTES – 18 MARCH 2024

Attendees: Sharlene Atkinson, Lisa Vorster, Felicity Bewley, Amy Wild, Alicia Potts, Holly McDonald, Bronwyn Wilson, Naomi Lam, Melissa Vince, Kate Wormald, Kimberley Chan, Tamara Leo, David Malorey, Gladys Wilkins, Emma Smales, Bec McArthur, Paul Zamuner, Jen Stokes, Lauren Hosie, David Hughes

Apologies: Anmarie Forrester, Chih-Lun Yeh (Allan), Holly de Rooy

NEXT GENERAL MEETING DATE: 13th May 2024, 7:30pm

Open – President, Sharlene Atkinson		
Meeting commenced at 7:30pm		
Minutes of previous meeting		
Minutes from 19 th February 2024 were approved.		
Business arising from previous meeting/s		
Please refer to the ' <i>P&C General Meeting – Action Items</i> ' appended for a complete list		
<ul style="list-style-type: none"> Costs will be incurred in the transition of the OOSH from parent led to P&C led. The WPPS P&C moves that up to \$10,000 be allocated to legal and accounting advice and costs associated with provider and service approvals for the transition of OOSH to the P&C. The P&C can apply for a grant to reimburse these costs after they have been incurred. 13 financial members voted in favour (93%), 1 against. 		
<small>Submitted Date and Time: The WPPS P&C moves that up to \$10,000 be allocated to legal and accounting advice and costs associated with provider and service approvals for the transition of OOSH to the P&C (please abstain if you are not a financial member).</small>		
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
18/3/2024 19:33	Against	
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
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18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
18/3/2024 19:33	In favour	
<ul style="list-style-type: none"> Statement of Commitment to Child Safety – Lisa Vorster is researching templates and resources to put together a draft document for review. 		
Action Items	Responsible Person	Date
Principal's report – Bronwyn Wilson		
<ul style="list-style-type: none"> Thank you to Paul Zamuner for organising the working bee, and to all the volunteers on the day. Teachers will provide wish lists for the Grandfriends' Day Wishing Tree shortly. 		

- External validation happens once every four years, and is scheduled for 13th June 2024. Evidence sets are being prepared to be presented to an external panel (External Principal School Leader and Peer Principal) who will assess how we are performing against our School Improvement Plan.
- Thank you for Anmarie Forrester for being part of the merit selection panel for our new AP. When the process is complete there will be an announcement regarding the successful candidate.
- Extended Leave Applications – the Department’s policy does not endorse extended leave taken during term time. There are extenuating circumstances, however all other applications must be rejected.
- Parent-teacher interviews are scheduled for Week 9.
- NAPLAN is being conducted at the moment and is going well.
- PSSA Senior trials will be conducted this Friday morning. Due to the overall reduction in school enrolments, there will only be one trial unless a second is necessary. PSSA winter competition commences Week 10.
- Afternoon kiss and ride – signs are necessary in all cars and need to be visible, as different teachers complete gate duty, and different carers may be collecting children.
- WPPS is bound by privacy laws and cannot share information with external providers, including OOSH, without written permission. If parents have specific needs for their children they will need to provide written permission for that information to be shared.
- Harmony Day is Wednesday 20th March 2024. Children are encouraged to wear national costume or a touch of orange.

Action Items	Responsible Person	Date

Election of Office Bearers

- Vacant Position – Canteen Accounts Coordinator, to be filled effective 19 March 2024. Thanks to Setareh Ganjali who is stepping down from the position after two years.
- Kate Wormald elected to the position of Canteen Accounts Coordinator (nominated by Sharlene Atkinson, 17 financial members voted in favour (100%), 0 against)

Submitted Date and Time	The WPPS P&C moves that Kate Wormald be elected to the position of Canteen Accounts Coordinator (please abstain if you are not a financial member									
18/3/2024 19:50	In favour									
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18/3/2024 19:50	In favour									
18/3/2024 19:50	In favour									

- It was agreed that the Kate Wormald will be granted access to the P&C Canteen bank account. Setareh Ganjali’s access will be removed once new access is granted.

West Pymble P&C Association Inc

Treasurers' Report

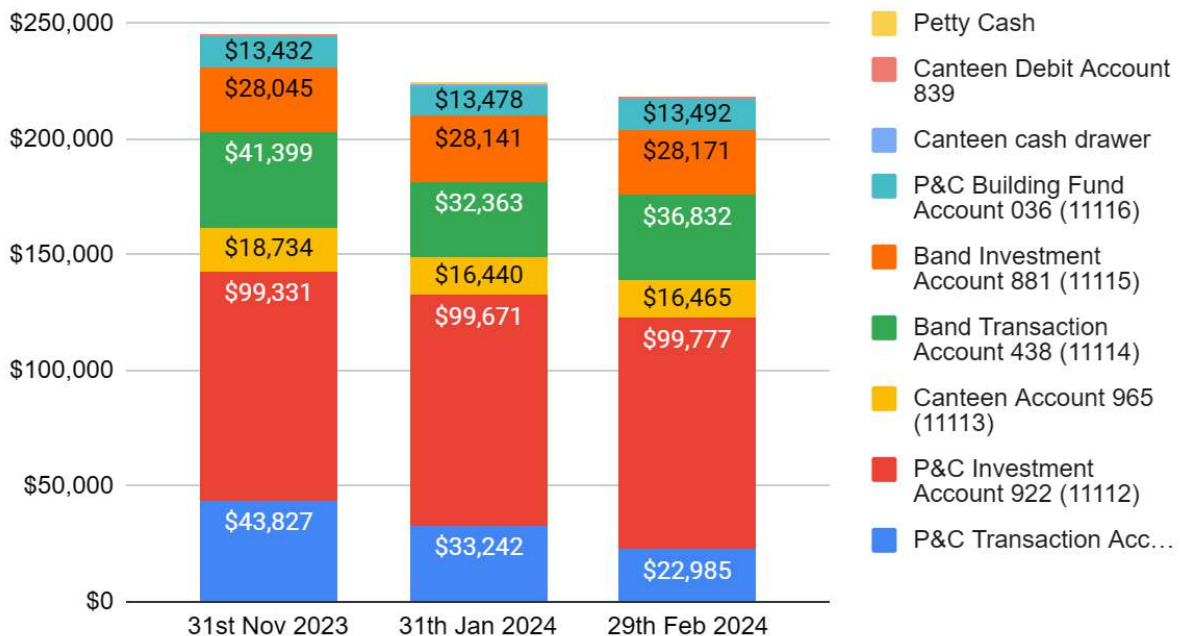
as of 18th March, 2024

Bank Accounts - Balances and Movements on Accounts

The current cash balance is **\$227,794**, with balances made up of the following accounts:

Accounts:	31 st Nov 2023	31 th Jan 2024	29 th Feb 2024
P&C Transaction Account 695 (11110)	\$43,827	\$33,242	\$22,985
P&C Investment Account 922 (11112)	\$99,331	\$99,671	\$99,777
Canteen Account 965 (11113)	\$18,734	\$16,440	\$16,465
Band Transaction Account 438 (11114)	\$41,399	\$32,363	\$36,832
Band Investment Account 881 (11115)	\$28,045	\$28,141	\$28,171
P&C Building Fund Account 036 (11116)	\$13,432	\$13,478	\$13,492
Canteen cash drawer	\$50	\$50	\$50
Canteen Debit Account 839	\$445	\$801	\$869
Petty Cash	\$75	\$75	\$75
Total	\$245,213	\$239,758	\$218,716

Nov 2023 - Feb 2024



Summary

Points of note for current cycle:

- Majority of transactions are within the P&C account, mainly:
 - \$3000 for support the STEM classroom initiative
 - \$4996 for Maddy's Garden
 - \$500 for teachers' supply funding
 - \$600 for 2023 Trivia Night projector rental
- 2023 audit is underway with some work still required before it can be finalised, many thanks to auditor Lauren Hosie.

Action Items	Responsible Person	Date

Band report – Felicity Bewley for Holly de Rooy

- Concert Band and Performance Band rehearsals are off to a good start.
- Training Band students have started lessons and their combined rehearsals should be starting soon.
- Matt [Dalziel] and I are meeting tomorrow to go through upcoming dates for performance and to plan the year.
- The Band Committee will be sending fees invoices for band camp and other expenses by the end of March.

Action Items	Responsible Person	Date

Canteen report – Jen Stokes

- Thanks to outgoing Canteen Accounts Manager Setareh Ganjali, and welcome to Kate Wormald.
- Thanks to Andrew Wells for assistance with dishwasher installation.
- Over the counter sales have increased with the introduction of the new slushie machine. Kindy kids are becoming more confident with using the canteen.
- A sauce station will mean we no longer need the plastic fish soy sauce packets with our sushi orders, along with individual sauce packets and salad dressings.
- Plastic straws are being replaced with paper straws.
- Looking at options for a new vegetarian meal for winter, as vegetarian fried rice doesn't sell well.

Action Items	Responsible Person	Date

OOSH report – David Malorey

- Audit is being finalised.
- Current availability for casual and ongoing bookings, both mornings and afternoons.

Action Items	Responsible Person	Date

Fundraising report – Melissa Vince

- Money Chain for the International Day of Mathematics on 14th March 2024 was a great success – 154m of coins, raising approximately \$881 (to be verified at the bank).
- Wishing Tree will be held at Grandfriends' Day on 28th March 2024.
- Date for movie night TBC.
- Jen Stokes is preparing for the Mothers' Day Stall on 8th May 2024, orders need to be placed before the end of Term 1.
- Planning underway for Mothers' Day Breakfast, date TBC.

Action Items	Responsible Person	Date

Grant committee report – Amy Wild

- No updates on existing grants – awaiting outcomes.
- Submitted an application for a \$500 grant from the Sydney Edible Garden Trail for revitalisation of our vege patch.
- Working on an application for \$3000 worth of musical instruments from Yamaha, due mid April.

Action Items	Responsible Person	Date

Additional Item: Full Funding Matters – Lisa Vorster

- From the P&C Federation website:

“Increasing funding to public schools is one of our top advocacy priorities for 2024. We are strongly committed to championing a commitment from NSW and Federal governments to meet the full School Resourcing Standard (SRS) for our public schools. Following the Gonski Report over ten years ago the School Resourcing Standard was established to benchmark the funding level required for 80% of students to achieve minimum reading and arithmetic standards. Currently 98% of public schools do not receive their full funding entitlement under this standard. This impacts thousands of students every year and cannot be allowed to continue.

Full funding means

- *New and upgraded facilities and technology*
- *More teachers and smaller class sizes*
- *Intensive support and assistance for children with additional needs*
- *Programs for students falling behind to help them to succeed*
- *Improved student wellbeing with more resources*
- *One on one support for students”*

- A petition is available here, which can be signed by individuals: <https://www.pandc.org.au/full-funding-for-public-schools-in-nsw-petition/>

- We can also consider, as a P&C, whether to pass a resolution to support full funding as follows:

We call upon the governments of the Commonwealth of Australia and the State of New South Wales to bring all public schools in this state up to no less than 100% of the School Resource Standard by Year One of the new National School Reform Agreement that is due to be signed by ministers in 2024. It is the duty of government to provide our children with a free, equitable and high-quality education, and full funding for our schools is essential to carrying out this duty. Our children deserve nothing less.

16 financial members voted in favour (100%), 0 against.

Submitted Date and Time	The WPPS P&C moves to support full funding of public schools in NSW to 100% of the School Resourcing Standard (please abstain if you are not a financial member)
18/3/2024 20:17	In favour
18/3/2024 20:17	In favour
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18/3/2024 20:17	In favour
18/3/2024 20:17	In favour

Action Items	Responsible Person	Date

Additional Item: Uniform Review – Naomi Lam

- 10 Reasons why WPPS should review its uniform to include sports uniform for everyday wear (summary of presentation below)
 1. Less cost – traditional uniforms are expensive
 2. It's preferred by students, teachers and parents
 3. Eliminate ironing
 4. Sports uniforms support physical activity
 5. Easier for siblings to reuse uniforms
 6. Traditional uniforms disadvantage girls most
 7. Traditional uniforms don't help academic performance
 8. Unisex sports uniform might indirectly support classroom management
 9. Support gender equality
 10. It's a growing trend
- It was also noted that having the same uniform for each day of the week would support separated parents who share custody.

Action Items	Responsible Person	Date
Bronwyn Wilson requested Naomi's presentation to share with school staff and request feedback	Bronwyn Wilson	By next P&C meeting (13 th May 2024)

Additional Item: Website Committee – Alicia Potts

- Gladys Wilkins, Holly McDonald, Lisa Vorster and Alicia Potts are working towards revamping the WPPS P&C website. If anyone would be interested in joining the committee, or has ideas or suggestions for the website, please email communications@wppspnc.com.au.

Action Items	Responsible Person	Date

General Business

- Bronwyn requested that communication about P&C initiatives is also provided to the school so it can be disseminated via the parent app and newsletter.
- Thank you to Paul Zamuner for his contributions as Working Bee Coordinator. Paul is stepping down from the role, and the position is now vacant. The next working bee is planned for shortly before Spring Showcase. Please email president@wppspnc.com.au if you are interested in the role or would like further information.

Close & next meeting

Meeting closed at 8:36pm.

Next General Meeting – 13th May 2024, 7:30pm

P&C GENERAL MEETING – ACTION ITEMS

(UPDATED 18-03-2024)

	Action Item	Responsible Person	Status
4 September 2023			
Softfall	Raise softfall/mulch underneath play equipment with Assets	Bronwyn Wilson	16/10/23 Nothing reported, Tim Simpson to follow up in Bronwyn’s absence 04/12/2023 Soft fall in Kindy/Year 1 playground area has been logged as a job with Assets. A meeting is scheduled for Monday 11th December with our Assets Manager, who will assess what the playground requires. 19/02/2024 Tim Simpson met with our Assets Manager, Jordan Hinton. Assets will provide the mulch for the playground. However, due to recent asbestos contamination in mulch across NSW, there is a hold on distribution of mulch. 18/03/2024 Nothing reported.
16 October 2023			
OOSH Working Group	Transition OOSH to P&C led – what needs to be done and strategy to move forwards	Sharlene Atkinson, David Malorey, Mel Vince	04/12/2023 Nothing reported. 19/02/2024 Process is ongoing 18/03/2024 Process is ongoing. Approval of up to \$10,000 to be allocated towards legal and accounting advice and costs associated with provider and service approvals for the transition of OOSH to the P&C.
Technology Strategy	Discussion with Tara Cooling regarding technology needs	Tim Simpson	04/12/2023 Plans for a STEM Room in 2024, Tara Cooling presented plans for how to develop that in Terms 1&2, and will report back with learnings and directions for further development. A practice kit for First Lego League will be purchased. 19/02/2024 Locksmith secured the entrance/bag room so the whole area can be locked off. Lockable cabinets still required, and up to \$1000 spend has been approved at this meeting. STEM kits on loan from the Department have arrived. 18/03/2024 Nothing reported
19 February 2024			
Statement of Commitment to Child Safety	Research and drafting a Statement of Commitment to Child Safety	Melissa Vince, Sharlene Atkinson, Felicity Bewley, Lisa Vorster	18/03/2024 In progress.
18 March 2024			
Uniform Review	Consider sports uniform for everyday wear	Bronwyn Wilson, P&C	

