

AGENDA

WILLOUGHBY PUBLIC SCHOOL P&C AGM

7.00 PM, WEDNESDAY 13th NOVEMBER 2013

Staff Room, Level 1, Administration Building at the School

1. WELCOME AND APOLOGIES
2. CONFIRMATION OF QUORUM
3. ADOPTION OF MEETING AGENDA
4. CONFIRMATION OF MINUTES FROM 14 AUGUST 2013 - TERM 3 MEETING
5. BUSINESS ARISING
 - PENSURST ST PROPERTIES – FEASIBILITY STUDY FOR NEW DEVELOPMENT
 - UNIFORM CHANGES AND UNIFORM SHOP ON-LINE
 - P&C VOLUNTARY CONTRIBUTION – RESOLUTION TO INCREASE TO \$200 FOR 2014 PAID IN 4 INSTALLMENTS VIA TERM FEES
 - BEFORE AND AFTER SCHOOL CARE – TENDER ABOUT TO COMMENCE – RATIFY LETTER OF SUPPORT
 - SCHOOL OVERCROWDING - GOVT ANNOUNCES NEW SCHOOLS
6. SCHOOL EXECUTIVE REPORT
7. PRESIDENT'S REPORT
8. TREASURER'S REPORT AND TABLING OF UNAUDITED FINANCIAL STATEMENTS
9. ADOPTION OF BUDGET FOR 2014 (SEE ATTACHED – FUNDS AVAILABLE > \$149,000)
10. APPOINTMENT OF AUDITOR FOR 2013/2014 FINANCIAL YEAR
11. P&C MEMBERSHIP FEES FOR 2014 - \$1 PER PERSON COLLECTED VIA TERM 1 FEES
12. GENERAL BUSINESS
 - P&C FEDERATION – CRISIS IN NSW HEAD OFFICE
 - FUNDRAISING TARGET FOR 2014
 - SPONSORSHIP UPDATE – RATIFY EXTENSION OF MCGRATH TO DEC 2013
 - APPROVAL OF UNIFORM SHOP EXECUTIVE
 - SAFETY FENCE ON MOWBRAY ROAD
 - ADVERTISING SUPPLEMENT – NEW ORGANISER REQUIRED
 - AUSTRALIAN CHARITIES AND NOT FOR PROFITS COMMISSION – NOW APPLIES TO P&CS
 - ARCHIVIST AND ALUMNI CONTACT AND SOCIAL MEDIA
13. CORRESPONDENCE IN AND OUT
14. ELECTION OF RETURNING OFFICER – MICHELLE VERHAGEN
15. VOTING FOR 2014 OFFICE BEARERS

16. RETURNING OFFICER'S REPORT

17. SUB-COMMITTEE ANNUAL REPORTS

17.1. FUNDRAISING

17.2. UNIFORM SHOP

17.3. GROUNDS

17.4. BAND

17.5. RUGBY

17.6. NETBALL

17.7. CHESS

18. CLOSE OF MEETING

Proposed Budget for Financial Year ending 30 September 2014

P&C Admin and operations

P&C Admin Budget (including web expenses and accounting software)	3,000.00
P&C Insurance	4,000.00

Grounds, Building & Equipment

Working Bees x 2 (plants, mulch etc)	3,000.00
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Contribution towards Salaries (Teachers and Aides)

Reading Recovery Teacher & STLA Teachers/Aide	45,000.00
Teachers Aides - Kindy, Literacy and Numeracy	25,000.00

Contribution toward Resources

For Literacy, Numeracy, Spelling, Art & Craft etc	15,000.00
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Special Projects - Technology

Contribution to Year 5 and 6 Notebooks (2 sets of 30)	50,000
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Others

Reserve	3,000.00
History Book expenses (to be recouped from sales)	1,000.00

149,000.00