

WILLOUGHBY PUBLIC SCHOOL P&C
MINUTES OF ANNUAL GENERAL MEETING
18th November 2009

1. WELCOME AND APOLOGIES

ATTENDEES: Julianne Nash-Smith, Eloise Power, Rosina Blake, Patricia Petterson, David Trevena, Michelle Verhagen, Janet Young, Tracey Redwood, Angela Nash, Lisa Williams, Lynn Donohue, Sarah Boyd, Jodie Richards-McCabe, Fiona Whitten, Nick Tuit, Beth McLay.

APOLOGIES: Peter Skehan, David Ogilvie, Kate Goulston, Andrew McMichan

2. CONFIRMATION OF QUORUM

CONFIRMED

3. ADOPTION OF MEETING AGENDA

1o Lisa Williams, 2o Lynne Donohue

CARRIED

4. CONFIRMATION OF MINUTES

The Minutes of the Ordinary Meeting held on 12th November 2008 to be confirmed.

1o Eloise Power, 2o Jodie Richards-McCabe

MINUTES CONFIRMED

5. BUSINESS ARISING

None

6. ELECTION OF RETURNING OFFICER

Michelle Verhagen was duly elected as Returning Officer.

All Executive Committee positions were declared vacant, and nominations for positions for 2010 were put forward.

7. SCHOOL EXECUTIVE REPORT

Provided by Patricia Petterson

- Building program (library and 3 new classrooms) is still on track to start late in Term 4, 2009. Dental clinic is moving out on 20/11/2009. There will be demountables on the netball courts for the duration of the building works, so no courts will be available for use. Expected to take 6-12 months.
- National School Prize of \$200,000 awarded to WPS will be used to paint the inside of D-block, parts of C-block, and demountable in carpark, starting in Term 4, Week 9. In addition, 6 rooms will be carpeted and new vinyl laid in Year 6 and Year 2 areas.
- Power upgrade already happening – starting in Term 4, Week 4. New switchboard, safety switches, etc.
- “Ryan’s Well” movie showing on 1st December, hoping for whole school to attend.
- Encouraging all buskers at the Movie Night on 27/11/2009 to donate their takings to the building of the school in Ngong, Kenya. Kids who busk will be given an incentive to do this, in the form of a raffle prize.
- WPS is getting a “connected classroom” in 2010, which will enable “virtual excursions” to various locations (e.g. NASA).
- Kindergarten 2010 orientation has gone smoothly. There are approximately 170 enrolled for 2010. Not expecting composite classes, still working out class sizes.

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Secretary

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President

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- Will be advertising for 2 new teachers in week commencing 23/11/2009, with interviews in Term 4, Week 8.
- There will be 4 presentation days in Term 4: Kindergarten, Year 1, Year 2, Years 3-6.

8. P&C PRESIDENT'S REPORT

Provided by Rosina Blake

- As tabled.

9. TREASURER'S REPORT

Provided by Eloise Power

- Accounts to 30th September 2009 still being finalised.
- Total net funds raised in 2009 were \$89,000
- As at 30th September 2009 there is \$87,787.38 in the P&C cheque account, and \$71,905.38 in a term deposit.
- Still finalising payment of last year's budget to the school – an amount of \$48,274.84
- Main expenditure in 2009 was on grounds – more than \$132,000 for playground equipment.
- Separate insurance is required for the uniform shop inventory, worth approximately \$40,000.
- General discussion about how the 2010 budget should be allocated, including a discussion about the items on the school's "wishlist". Proposed allocation of budget was as follows:

WPS Final Budget
2009/2010

Grounds	\$3,000
Band	\$6,000
Uniform Shop	\$2,500
P and C Admin	\$2,000
P and C Insurance	\$3,000
P and C Sponsorship	\$500
Year 6 Graduation	\$600
Rugby Club	\$1,000
Kindy Aides	\$3,000
STLA	\$24,000
Spelling resources	\$1,500
Numeracy resources	\$5,000
Literacy resources	\$5,000
Cameras	\$1,500
Air-conditioning	\$30,000
TOTAL	\$88,600

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10. APPOINTMENT OF AUDITOR FOR 2010

Same auditor as 2009 has been appointed.

11. P&C MEMBERSHIP FEES FOR 2010

The 2010 Term 1 account is to invoice \$2 per family for P&C membership (i.e. families with more than one child will only pay \$2).

12. CORRESPONDENCE IN

No correspondence in.

13. CORRESPONDENCE OUT

No correspondence out.

14. SUB-COMMITTEE ANNUAL REPORTS

14.1 FUNDRAISING

Provided by Tracey Redwood and Angela Nash

- As tabled.

14.2 BAND

Provided by Lynn Donohue

- As tabled.

14.3 SCHOOL CANTEEN

Provided by Jodie Richards-McCabe

- As tabled.

14.4 RUGBY

Provided by Nick Tuit

- As tabled.

14.5 NETBALL

Provided by Amy Tzioumis

- As tabled.

14.5 UNIFORM SHOP

None provided

- Not available yet. Uniform Shop AGM still to be held.

14.6 GROUNDS

Provided by Beth McLay

- As tabled.

15. SCHOOL COUNCIL REPORT

None available.

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16. RETURNING OFFICER'S REPORT

The following positions were voted in unopposed:

Position	Nominee	Nominated By	Seconded By
President:	Rosina Blake	Janet Young	Angela Nash
Vice President:	Penny Hackett	Rosina Blake	Sarah Boyd
Secretary:	Julianne Nash-Smith	Rosina Blake	Janet Young
Assistant Secretary:	Amanda Milin	Julianne Nash-Smith	Rosina Blake
Assistant Treasurer:	Judy Cotton	Rosina Blake	Janet Young
Class Rep:	Sarah Boyd	Rosina Blake	Jodie Richards-McCabe
Hall Kitchen Co-ordinator:	Lisa Williams	Rosina Blake	Eloise Power

The unfilled positions still remaining will be advertised in the next WPS newsletter.

17. GENERAL BUSINESS

- Julianne Nash-Smith raised the issue of after-school care, as it was tabled in the minutes of the previous AGM. She has spoken to the director of the Naremburn After-School Care service, and confirmed that their utilization rate throughout 2008 and 2009 has remained below 90%, and in some terms was closer to 80%. Although there is always a "settling in" period in the first few weeks of Term 1, there are always places available by half-way through Term 1, and it is anticipated that almost all people on the waiting list for places in 2010 will be offered the places they have requested – with some families experiencing a short delay in Term 1.

ACTION: Julianne to ask the Naremburn ASC Director to write a short advertisement to go in the next WPS school newsletter.

MEETING DURATION

Meeting commenced : 7:40 pm

Meeting closed : 8:50 pm.

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 Secretary

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 President