

WILLOUGHBY PUBLIC SCHOOL P&C MEETING MINUTES

7:00 PM, Wednesday 13th August 2014

Staff Room, Level 1, Administration Building at the School

1. WELCOME AND APOLOGIES

Attendees: Rebecca Cleary, Melissa Fisher, Phil Skurrie, Amy Tzioumis, Simrita Virk, Emily McCutcheon, Tim Swan, Jenni Brown, Michelle Hood, Emma Bourne, Amanda Milin, Evelyn Bowes, Janice Choy, Donna McDuire, Jane Parker

Apologies: Sarah Thompson, Caroline Herman, Paula Cunningham, Margie Powell, Tanya Taylor, Caroline Herman.

In Attendance: Patricia Petterson, Michelle Verhagen

2. CONFIRMATION OF QUORUM

Quorum obtained. 16 members present

3. ADOPTION OF MEETING AGENDA

Moved: Phil Skurrie; Seconded: Jenni Brown; Motion carried.

4. CONFIRMATION OF MINUTES FROM 28 MAY 2013 - TERM 1 MEETING

Moved: Phil Skurrie; Seconded: Rebecca Cleary; Motion carried.

5. SUB-COMMITTEE REPORTS

NOTE: SUB-COMMITTEE REPORTS CAN BE FOUND AT: [HTTP://WWW.WPSPANDC.COM.AU/ABOUT/PC-MEETING-MINUTES/](http://www.wpspandc.com.au/about/pc-meeting-minutes/)

- FUNDRAISING

Report tabled and presented by Jenni Brown, with further discussion from Mel Fisher and Simrita Virk.
Term 2 - \$5k raised for the second quarter through the Mothers' Day Stall and Fire Up.
Term 3 - Bledisloe Cup night and Fathers' Day stall.
Advertising supplement will be going out next week.

- UNIFORM SHOP

Report tabled and presented by Janice Choy.
Profit to date is \$23k.
The GST threshold has been reached.
They are very close to launching the online uniform shop.

- GROUNDS

Report tabled and presented by Jane Parker
The next general maintenance working bee is set for Sunday 19th October.
The year to date expenditure is about \$720.

- BAND

Report tabled and presented by Amy Tzioumis.

New sponsorship is being provided by Upstairs Downstairs.

There was additional discussion on how the band program will accommodate the growing numbers. The aim is still to accommodate all students who wish to be involved. The challenge for the immediate future seems to be how to group the growing numbers of year 5 & 6 students who are currently in the performing band.

- RUGBY

No report tabled.

- NETBALL

Report tabled and presented by Mel Fisher, supported.

Netball club to donate \$250 to person badly injured recently.

- CHESS

Report tabled by and presented by Janice Choy.

The club is currently coming second in the NSW junior chess league.

Year to date profit is about \$3k.

6. TREASURER'S REPORT & TABLING OF FINANCIAL STATEMENTS AND AUDIT REPORT

Report tabled and presented by Donna McDuire.

The P&C passed the 2013 audit.

Sub committees need to get their end of your financial reports ready for auditing.

Motion to engage an external auditor raised by Phil Skurrie and seconded by Mel Fisher.

7. BUSINESS ARISING

INSURANCE

The insurance policy has been renewed with the current insurer.

PLI has been doubled to \$20M and increased for uniform stock.

BEFORE & AFTER SCHOOL CARE

Presented by Patricia Petterson.

Expectations are that it will open on Monday however this has not been confirmed. Delays have been from Cubby House. The school is still waiting for the final details to be provided.

School holiday activities will also be provided.

It seems that the level of involvement of the school needs to be fairly high to start with.

8. SCHOOL EXECUTIVE REPORT

Presented by Patricia Petterson

- The Bathurst camp and the athletics carnival both went very well.
- AFL girls have been asked to play at half time at the Sydney Swans.
- Band organisers doing a wonderful job.
- Education day was a success with many compliments with regards to the concert.
- New English curriculum this year and maths curriculum being implemented next year.
- Netbooks have finally arrived for years 5 and 6. The \$52k contribution from the P&C was acknowledged.
- The Skoolbag App has been implemented and is going well.

9. PRESIDENTS' REPORT

- NORTHERN SYDNEY COUNCIL OF P&Cs - PHIL SKURRIE
The federation has reformed with nominations put out for voting in November.
- PENSURST ST PROPERTIES - PHIL SKURRIE
No update since previous meeting.
- TRAFFIC REPORT – MEL FISHER
Mel Fisher has compiled a qualitative report for submission to Council and our local member. The report includes stakeholder concerns and costs. Items include the new carpark, phasing of traffic lights and other items.
- BUILDING FUND – MEL FISHER
The building fund still exists and is tax deductible. There will need to be some investigation into what the fund can be used for. Phil to investigate with an approach for 2015 to be presented at the next meeting.

10. GENERAL BUSINESS

LUNCH WITH THE MAYOR – PHIL SKURRIE

Discussion related mainly to the concourse.

11. CORRESPONDENCE IN AND OUT

A student teacher has asked for 20 parents to complete a survey.

12. OTHER BUSINESS

No business raised.

13. CLOSE OF MEETING

Meeting commenced: 7:06pm

Meeting closed: 8:37pm