9 April 2025 MINUTES

Woonona Public School P&C Association - General Meeting

Chair: Casey Allen - President

Location: Woonona Public School, Admin building | Time: 6:30 – 8:00PM

Member Attendance

P&C Committee: Casey Allen (CA), President | Louise Delanty (LD), Tarsha Blayze (TB), Vice President Bernadette Christie-David (BCD), Treasurer | Lindsay Sharp (LS), Secretary

P&C Sub Committees:

Events: Kristy Smith (KS), Jasmine Pescud (JP), Chelsea Dunley (CD) Uniforms:

Other members: Adrian Cuenca (AC)

Principal: Tim Fisher (TS)

Deputy Principal: Alison Strinic (AS)

Apologies: Zoe Arora (ZA), Liz Phillips (LP), Charmaine Dober (CD), Angelika Wachs (AW), Jenna Andrews (JA), Alexandra Brown (AB), Terri Toneguzzo (TT), Jodi Stephens-Fripp (JSF), Sarah McManus (SM), Isabelle Pfaeffli (IP), Charmaine Dober (CD)

Time	Item	Presenter
6:30 – 6:35PM	Welcome, Introduction, Apologies and Acknowledgment of Country: "We acknowledge the Traditional Custodians of the lands we are meeting on today (the Wodi Wodi people and the Dharawal nation), and pay respect to Aboriginal and Torres Strait Islander peoples, Elders past and present, and their rich and diverse cultures."	CA
6:35 – 6:40PM	Approval of last meeting minutes.	TB, AC
6:40 – 7:30PM	 President: What's happened: Met up with a few people from committee. Met with Tim. Open to more coffee dates (particularly at the new cafe behind Woonona Arts School ♥) What's planned: Focus on the direction/schedule for the year, streamline our operations, create efficiency within the committee and our communications. To this point-will be opening a few other sub-WhatsApp Groups for events and committee exec-leaving the one we currently use for all members to be a part of. Once a member pays, we will add them to this main group- or anyone who has expressed interest in being involved in things. 	CA

Principal:

What's happened:

Met with new exec members of P&C

Finished up NAPLAN since last meeting, worked through several tech glitches (at the DoE level). Results expected to come end of T2 or into T3. School to notify families/carers as soon as they know.

Had a great Harmony Day.

Tim took a group of 12 students to a leadership conference in Sydney. Parent teacher interviews went well, positive feedback received from the community, particularly from parents who are teachers themselves. Noted the professionalism and commitment of all staff involved in making it happen. Cross country years 2-6 last week went well.

Had Stage 3 leadership initiative; 'Explore Discover Act', built student capacity in area of leadership.

2026 Kindy parent night April 8th went well. Great turnout of about 50+ with around 30 currently enrolled. Thanks to Tarsha for promoting further. Not sure election will be going ahead at WPS, not looking likely (Adrian confirmed that there are already three other locations within Woonona)

What's planned:

District cross country coming next term.

K-1 cross country day.

ANZAC ceremony for students April 10th.

Easter Hat parade April 11th.

Just Like You, disability workshop for all students.

T2 has two School Development Days. The first day for teachers is focused on High Potential and Gifted Education. Teachers will build on what the school is already doing well.

Students are back on Wednesday April 30th.

K-2 synthetic turf has been pushed back to the Term 2 holidays. Have accepted the quote from SportZone (P&C donating 50%-\$26,000.00 towards this).

Treasurer:

Budget Approvals:

- \$5,000.00: Father's Day (JP & AC)
- \$2,000.00: Election BBQ
- o \$2,000.00: District Cross Country
- \$500.00: New BBQ
- o \$26,000.00: Synthetic turf for K-2 Area

- Current bank account totals:

- o General account: \$61,198.61
- Uniform account: \$18,026.04

Upcoming Invoices:

 Chelsea to send through Father's Day item invoices to enquires@wppc.com.au

Other matters:

- Process for checking who has paid for membership (do they get added to the WhatsApp group?): refer to president's report above
- Fundraising target: \$26k going towards K-2 synthetic turf
- Bank account: Confirmation to remove Terri Toneguzzo, Andromeda Lembo and Justin Dixon from our Westpac account. Add Bernedette

TF

BCD, LD

	Christie-David, Casey Allen, Tarsha Blayze and Lousie Delanty. Need to make an appointment with bank to set up signatories. Getting other committee members upskilled with using/setting up square. Alex was put forward as she works in tech, Bernedette also volunteered. Lindsay is willing to learn but cannot usually help out on event days.	
	Uniform Shop:	
	 See attached report Tim and Alison to figure out where to re-distribute excess lunch bags. Idea to give them away in 2026 kinder orientation bags. 	AB, SM (TT, CD)
	Events:	
	 Election BBQ- most likely not going ahead Hot Cross Bun drive- Kristy and Adrian on site 1pm April 10th to distribute buns. Raised approx \$270. Mother's Day- agreed to sell raffle tickets at the Easter hat parade. Will set up a trestle table to be manned by committee member (Chelsea?), Lindsay to create a QR code poster to link to the square site, Chelsea will print and bring along. No physical raffle tickets needed. Currently have 5x raffle prizes. Adrian and Bernedette volunteered to help on the day (May 9). Movie night (October?)- this month unavailable, school calendar too full. School proposed June/July for a major event, need to brainstorm for ideas. Keen to do the movie night in 2026, lock a date in early. Requires more research into cost effectiveness, logistics etc. Alison has done this at Corrimal PS 2 years ago. District Carnival canteen- 9:30-1:30, Kristy will be there whole day. Tarsha and Chelsea will come help when they can during the time. Liz trying to be available but will have everything set up for the day regardless. 	KS, JP, CD
7:30 –	General discussion/New business:	
7:40PM	 General duties/roles as a P&C member: Will be creating a checklist/handover document to be used post-AGM including info such as account logins, bank details, Facebook details, role duties and procedures etc. 	CA, BCD
	 Newsletter update: Lindsay to make necessary changes and send out start of next term. Discussed putting out 1 newsletter per term. Add Facebook details. Add P&C dates for the year. 	LS
	 Communication platform/info storage (Teams update), Dropbox: Lindsay working on getting Teams sorted (still chasing up admin credentials for back end). Casey will add WhatsApp groups in the interim for sub-committees and committee exec. Louise has Dropbox login details, will pass on to Lindsay and Casey to pull any relevant docs for storage on Teams. 	CA, LS
	 Mailing list update (confirm current recipients): pushed to next meeting as tech was not cooperating 	LS
	 Year 5&6 homework: pushed to next meeting as Liz was an apology. Dojo rewards for readers: Bernedette and Adrian reported their students' logbook/pages do not currently have a clearly marked teacher check-in time or reward attached (ie in Kindy, it was every Friday and students received dojos at certain points). Tim and Alison to follow this up, will report back next term. Alison reported all classes are receiving Dojo rewards as they 	BDC, AC

	discussed this topic at exec level. Students who do not have opportunities to read at home are offered time with teachers or buddies at school so that all students are able to receive rewards for reading.		
7:40 – 7:50PM	Matters arising from previous meeting:		
	 P&C storage cupboard cleanout complete! Jasmine sold all the clothes racks for approx \$200! 	JP	
	 P&C meetings beginning from T2, 2025 will be held on Wednesdays in weeks 3 and 7 of each term. Dates will be updated on school calendar. 2025 dates are: 	CA	
	 May 14th, June 11th, August 6th, September 3rd, October 29th, November 26th Trialing P&C meetings being hosted simultaneously on Zoom and in person. Zoom participants may need to be listening in only, with discussion points emailed prior to joining, as logistically it may be difficult to hear the person on the screenwe will test it out to see what works and what doesn't. This will be starting from May 14th meeting. 	CA	
7:50- 8:00PM	Summary of key P&C Calendar items for the month/s ahead:		
	Mother's DayDistrict carnival canteen		
8:00PM	Close		
Next Meeting: May 14 th			

To join as a member of the P&C, please visit https://wpsuniforms.square.site/. The membership fee is \$2. Please note that payment of the membership fee must be made by the close of one meeting so that the member is eligible to exercise membership rights such as voting at the next meeting.

Please send any correspondence or agenda items in advance to enquiries@wppc.com.au.

P&C Meeting

Uniform Shop update

- 1. Requests to set up fundraising events in square are now being actioned by Alex with assistance from Charmaine/Terri if needed. The Mother's Day raffle tickets will be ready to go live from Friday.
- 2. The winter tunic preorders have closed. As expected, sales were low this year with only 13 tunics preordered. We had enough stock on hand to fill orders. Remaining stock is available to purchase online.
- 3. We have left around \$1,900 cash at the Office for the Treasurer to deposit into the uniform shop bank account. This represents proceeds from cash sales over the last year or so. Moving forward our cash takings will be reconciled and banked quarterly.
- 4. The half-yearly stocktake report was prepared by Charmaine on March 31. The report has been updated to include a proposed stock count for each item based on the previous year's sales. The total cost of stock on hand is around \$32,000. This is a \$6,700 reduction since the September 30 stocktake. Ideally, we would like to keep around \$28-29K stock on hand. We currently have an oversupply of sport shorts (\$2,000) dresses/tunics (\$1,800) sky polos (\$560) and lunch wallets (\$448) which we no longer sell. It was too difficult to use the wallets with the canteen predominantly using an online ordering system, and they were not a popular item when they were available for purchase. Does the P&C have a suggestion on what we could do with the lunch wallets?
- 5. All items are in stock. We will place an order over the holidays to top up our winter items.
- 6. Suppliers we'll need to pay later in April/May: LW Reid \$825.
- 7. Alex and Charmaine are available (if needed) to fill orders on Tuesday 29 April before students return to school on the Wednesday.