



SOUTH PADBURY
PRIMARY SCHOOL
Pursuit of Knowledge and Friendship


**SOUTH PADBURY PRIMARY SCHOOL
P & C ASSOCIATION (INC.)**


**Minutes of General Meeting of 27th of November 2023
Opened at 7:05pm at school and online via Zoom.**

ITEMS	ACTION (NAMES)
<p>1. Welcome In attendance: Tracey O'Connell, Tamzen Horsburgh, Michael Van Vugt, Barbara Froehling, Tony Monk, Cass Disisto, Danielle Foster, Nicki Robinson, Amanda Duckworth, Kirsty James, Carly Hancock, Jini, Dominique, Ness Fryer, Stacey Brimson, Dominique Armitage, Kiara Hollows.</p> <p>Apologies: Lori Frazier, Mel Moffett-Snow, Tam Kendall, Nicky Garside</p>	
<p>2. Confirmation of Minutes of Previous Meeting 2.1. Resolution: That the minutes of the previous General Meeting of South Padbury Primary School P&C Association on <i>30th October 2023</i> be taken as read and confirmed as a true and accurate record. Accepted: Tamzen Horsburgh Second: Nicky Robinson</p>	
<p>3. Business Arising from Previous Minutes Nothing to Report.</p>	
<p>4. Correspondence: 4.1. Correspondence In: bank statements, WACSSO, fundraising packages advertising. 4.2. Correspondence Out: none.</p>	
<p>5. President's Report 5.1. Welcome to the new parents with children starting next year in Kindy who showed up today to attend this meeting! 5.2. Thank you for your work to all members of the executive committee. 5.3. Thanks to Danielle for all the work for the uniform shop and making sure there is a full supply of uniforms for next year which is great. 5.4. Thanks to Lori for being the canteen coordinator. You made sure there was a good collection of ice-creams and kept it affordable. 5.5. Thanks to Mike for keeping all finances organized and solving the issues with the bank. 5.6. Thanks to Barbara for being the P&C secretary. 5.7. Thanks to Tamzen for all the hard work in communications strategies, fundraising and the Christmas raffle. 5.8. There were quite a few new member volunteers this year, which was much appreciated. 5.9. As a team we have delivered fundraising events, which contributed a good amount towards the nature playground. 5.10. All roles will be put up online for next year to see if anyone wants to step up to take over one of these roles.</p>	

<p>6. Treasurer's Report</p> <p>6.1. Petty cash account started with a balance of \$342.60 (1st of October). Bank Statement as at 31st October 2023 \$1,287.98.</p> <p>6.2. Opening of bank account is \$45,104.53 (1st of October). Bank Statement as at 31st of October 2023 \$ 45,084.57. Most profit and income came from Referendum Day and uniform shop. We will make the payments for the nature playground towards school.</p> <p>6.3. The pizza day fundraising profits were \$5,691.24. The school is invoicing the P&C for the \$4,900 for the kids camp fees. The additional \$791.24 is requested to be distributed to the Year 6 Graduation committee to be used towards the Year 6 end-of-year event. Bank information will be provided to the P&C for the funds to be distributed too.</p> <p>6.4. Mike is trying to close all the accounts before the end of the year.</p>	<p>Voted and approved</p>
<p>7. Canteen report</p> <p>7.1. Sales to 23/11/23 = \$3,147.50 and everything running smoothly.</p> <p>7.2. Can we hand out Zooper Doopers on the last day of school to clear the stock out?</p>	<p>Approved</p>
<p>8. Uniform Committee</p> <p>8.1. More orders than the month before.</p> <p>8.2. Kindy orientation days have taken place and we are still awaiting orders from new families. Placing an order is possible for new families through Qkr! and pick it up at the office before the end of the school year. If you need to swap for another size, that can be done on the pick-up-uniform day in January</p>	
<p>9. WACSSO Report</p> <p>9.1. Nothing to report.</p>	
<p>10. Principal's Report – short summary:</p> <p>10.1. School updates. 19 new students are starting in 2024. Kindy orientation day is coming up. There was a Covid wave again so please keep sick children at home.</p> <p>10.2. School events. Year 6 graduation is coming up, and they are practicing a lot. Thursday 14th of December is the last day of school.</p> <p>10.3. Forward planning. The school's focus next year is directed by the new Business Plan developed by staff. The plan will go to the board and P&C first before it's communicated widely. Comprehension will be an important topic. Also, mental health and well-being are important to keep the kids engaged. There will be an extra layer about communicating with the parents about school work and how it's going.</p> <p>First day of school will be Wednesday 31st of January 2024.</p> <p>Thanks to all the effort involved from the P&C. Meetings are well organized, efficient and enthusiastic. Hopefully, we can build on this next year.</p>	
<p>11. Book Club Report</p> <p>11.1. It has been a really good year. 10% of the value of the orders goes to school so teachers can buy resources, which was more than \$500 this year. Almost all of this money has been used.</p> <p>11.2. The last order is on its way.</p>	
<p>12. Entertainment Book Report</p> <p>We will not continue with this as there is hardly any demand for and no coordinator anymore.</p>	

<p>13. Fundraising Committee Report</p> <p>13.1. We have exceeded our \$50,000 target for the nature playground. It is really good to keep in mind there is a goal for the P&C for next year. This seems to help a lot and makes event organization and communication a lot easier to be consistent. Thanks to every volunteer who helped out during events and also during canteen duties. This is much appreciated. Also during pizza day, there were lots of volunteers from all year levels.</p> <p>13.2. During assembly the finances were presented and the amounts that were raised with each event. Color Run has raised the most money and kids had a great time. Might not be an annual event.</p> <p>13.3. A Well-being event by Amy Coombe (motivational speaker) for next year is being planned. She talks about resilience and mental health. There will be a parent and a kids event. We will book this event for next year now.</p> <p>13.4. We recommend to organize one event per term. Events for adults will be appreciated too.</p> <p>13.5. Plates fundraiser by Nicky will be next year.</p> <p>13.6. Idea of a Readathon for next year.</p> <p>13.7. Christmas Raffle is organized after a tough financial year. We have been overwhelmed with donations and ended up with 19 really good price packs. We will also sell tickets outside the school community, there are 5,000 tickets available. We are using Rafflelink as a platform.</p> <p>13.8. An idea for next year would be to find a major sponsor for this raffle and cap our \$5,000 take and donate the rest to charity.</p> <p>13.9. We asked at the start of the year what people would like to see from the P&C. It would be good to allocate some funds to new sports equipment for the children in the year 4-5-6 levels. \$1,000 is voted and approved.</p>	<p>Voted and approved</p>
<p>14. General Business</p> <p>Tracey will post information about all the roles of the P&C before the end of the school year, so everyone can read and think about it during the holidays.</p>	
<p>15. Next Meeting</p> <p>The next Annual General Meeting will (probably) be on the 19th of February 2024 at 7pm and might be in the undercover area.</p>	
<p>Meeting Closed: 7:55pm</p>	

MICHAEL VAN VUUR


Barbara Frøehling


Tamzen Horstburgh
