

**MEETING MINUTES
DEE WHY PUBLIC SCHOOL
P&C Term 3 Meeting
HELD ON 9/8/2023 on Zoom**

ZOOM MEETING OPENING

Hannah Kleboe declared the meeting open at **7.30pm**.

Attendance: Mark Chaffer (principal), Skye Surrent (Canteen/ Deputy Principal) Heather Cervantes (Vice-President & Events), Hannah Kleboe (Secretary) Nic Whitson (Treasurer), Christina Lumsden (Sustainability), Ella Mesker (Vice president), Liza Blackstone (school rebuild committee) Yusuf Bhurawala

Apologies: Eliza Young (vice president), Viviane Souza (canteen coordinator), Rachel Ballesty (uniform shop coordinator), Monique Bailey

Previous meeting minutes – submitted by Hannah Kleboe, approved by HC and NW

1. Principal Update – Mark Chaffer

- Creative Critters was fun and a success
- The new court is finished and being used
- Staff BBQ and coffee van was greatly enjoyed
- The reading support morning organised by Steph Mawbey was popular
- Kindy Showcase happened in June for the 2024 kindies
- The Festivals of Music at the Opera House coming up and the Dance Festival
- Got it Parents workshop was popular

2. Treasurer's report- Nic Whitson (summary)

- Developments: Tax, Super and Insurance all up to date.
- Zoom subscription= successfully redone with discount

Current Account Balances as at 9/8/2023:

Canteen Account \$3348.46 So far keeping up – see details below.

Loan from General taken to cover outstanding costs. Repayment plan set.

Uniform Account \$56001.11

General Account \$105988.45 (Grant of \$70,000 received.)

Total Funds Available \$165338.02

Working on: Using Xero to automate and digitise all records for canteen shop.

Deciding on the best system for the uniform shop. (Xero/square etc.)

Notes: Canteen – Xero subscription currently at 50% discount until 29 Dec. (\$29 a month)

Then Charity status needs to be proved to continue at 25% discount. (\$45 a month)

Previously the canteen revenue had not been sufficient. With some price increases there are indications that revenue is better, but longer needed to be sure. Recommend

additional price rises to allow for a small surplus to be generated.

Rising costs in all areas caused the difficulties.

Average weekly income Jan – July = \$3143.00

Average weekly costs Jan – July = \$3342.64

With increased costs an average weekly income of \$3525 will cover costs and allow for some surplus to build up.

Average weekly income 15 July – 8 Aug = \$3473 (4 weeks)

So although not yet there, a much better situation.

Term 2 School disco result:

Expenses		Income	
Wristbands	\$41.14	Square Sales	\$988.07
Milk	\$24.80	Flexischools orders	\$1,791.00
W/Worths	\$705.95	Cash	\$1,465.00
Alfred Foods	\$250.96	Coins	\$134.50
Square Fees	\$18.76		
Total	\$1,041.61	Total	\$4,378.57
	PROFIT \$3336.96		

3. President/ Events - Heather Cervantes

Fathers Day Gift Stall coming up the week of 28 August to 1 September with the Breakfast on 1 September- 4 performances and guessing jar and a paper aeroplane competition. Bunnings are donating a 'growing together' seed set.

This year we will charge for bacon and egg rolls as it was too complicated last year with the freebies. Kieran is bringing his coffee cart which is awesome.

Farewell to Nic Whitson Treasurer and a huge thanks for all his amazing work.

Vote took place on the appointment of Monique Bailey as new treasurer. Nominated by Heather Cervantes and seconded by Hannah Kleboe and Ella Mesker.

5. Canteen report – Ella Mesker

- a survey of staff and parents was carried out.
- keen to get a bigger subcommittee to engage in the canteen
- an extra steamer was purchased due to the success of the dumplings
- looking at adding more cultural food
- would like to axe things that aren't selling
- need more freezer space
- some price increases are inevitable

6. Uniform shop report- Rachel Ballesty, read by Hannah Kleboe

- 19 fleece jackets sold to date which is 27% of the first stock ordered
- In Olga's experience this is quite good for a new item considering we have had a very mild winter and the item was only introduced recently.

- As a parent, I'm very happy with it. It's great quality, is wearing well and my child loves it.
- Even though the fleece is a cold season product, Olga is keen to keep both jackets available as part of the uniform.
- Olga will order more of the smaller sizes in November in preparation of the Kindy 2024 Open Days.
- Lots of Back to School vouchers have been used in the Uniform Shop and we're investigating how we can generate a report on that.
- Next for Uniform Shop
- Currently reviewing our POS system.
- Investigating Sports Uniform tops that incorporate the House colours.
- Investigating unbranded raincoats.

7. Sustainability report- Christina Lumsden

- Grant enabled the incursion from the Environment Centre which was great
- Working on the compost and gardens
- Party box will soon be available for hire
- Working with Mrs Raj on a huge decal for recycling station

8. Rebuild Committee Report- Liza

- The upgrade of the Fisher Rd play space continues. Demountable toilets are in, underground plumbing has been repaired and fencing is up. The bubbler trough is on site, ready to be installed.
- We received the \$70,000 CBP grant, which is now in the P&C account, which along with \$20,000 from the P&C and the \$60,000 from the school budget (thanks Mark!), means we will have a total of \$150,000 to spend on the new play space. This amount allows us to go ahead with play space improvements without needing to put the project out to tender.
- The AMU commissioned a report on the viability of repairing the existing play equipment, so we are just awaiting Kidsafe's recommendation as to whether the existing play equipment and shade structure is worth saving or if it should be torn down.
- Once this information is in, we will work with Play by Design/KOMPAN to finalise the play space designs.
-

Meeting closed by Hannah Kleboe at **8.02pm**