



Minutes - General Meeting

Tuesday 19th September 2023

Meeting Held		Staff Room HPS	
Meeting Opened:		6.32 pm	
Present		Bianca Busby Dirk Sunley Renee Gibson Brad Willoughby	Lauren Mutimer Rebecca Lillie Cindy Tan Jane Trowl Louise Small Sandy Young Tanya Andrews Karen Duncan
Apologies		Josephine Wolf Meagan Bottomley	Danielle Dolphin Mandy Yardley
1.0 Minutes Previous Meeting		Minutes of the General Meeting Held 1st August 2023 Distributed to all members via email. Confirmed: Jane & Renee	
2.0 Correspondence In		Boost Juice Email Foam Machine and Powder Quotes	
3.0 Correspondence Out		NIL	
4.0 Reports		4.1 Principals Report FY 24 Student intake to be about 1096 Students. Key Challenge is managing Staff – 16 staff members Pregnant, finding replacements. Building Commencing Term 4 for the new Classrooms. Construction is in 4 Phases. During Xmas break we will see – relocation of impacted Transportable around the basketball court and small oval. 2 years to construct the classrooms, there will be impacts to parking during this time. Undergoing some changes to meet the new standards in Literacy (Phonetic awareness, Band blocks and daily warmups, Problem solving and Future Focus Learning) Naplan results – Yr. 3 Average of the schools in the area, Yr. 5 was above average.	
4.1 – Principals Report			
4.2 Presidents Report			
4.3 Treasury Report			

Students have participated in many events in term 3 – Decathlon, Clue done it, writing competitions, Sports, Music (Mass Choir)

Upcoming Events: Athletics carnival on Thursday
Swimming lessons – Term 4 (4 weeks) – 500 Kids a day participating.

4.2

Presidents Report

Confirmation on actions year to date
Bankwest Accounts Closed – P &C no longer Bankwest customer.

CBA Accounts opened and operational.

Debit Card Held at CBA
Manual Check out Sheet to be used to sign the card out.

Files underway – Handover Sheets and Roles for those on the P &C.

iPad set up – Loaded with Smart Mini, Secondhand uniforms, QuickBooks.

QuickBooks set up and ready for FY 24 Year
Volunteer register has been set up for events.

Declined to proceed with the Smith Family Request

Parent Quiz night will not be held this year, seek to do something next year.

Discussion for next year – drop to 6 meetings a year for the P &C

Shirt Quotes for the Leavers – Make sure terminal fees are added – Renee to provide the quotes for Bianca.

4.3

Treasurers report:

Appreciation Certificate – Coffee Van –Donation from Coffee sales at Eduganza
\$50.00 Paid for the Socks Invoice

		Boost juice sales have been received, as of yesterday - according to square - we have sold 451 units, totalling \$3608, however, due to fees and delays in money transfer, the amount in our accounts can't be 100% consolidated and we also need to pay Boost Juice so we don't know what the actual profit will be until we finalise everything. The Closing balance is an estimate and quite high due to boost juice sales.
5.0	Sub Committee Updates	<p>Community and Events</p> <p>Father's Day: \$2500 Profit, \$9612 Stock Sold over the three days.</p> <p>Eduganza: Sale \$85.00 Father's Day stock, \$190 in Uniform Sales</p> <p>Color Run Friday 8th December 2023 – Foam Party, Quote 6 Colours (10KG boxes) \$2500 from Bouncy Castle place. Running Colour run from 1-2.40PM seeking Volunteer fire Brigade to come down for the use of the Hoses.</p> <p>Budget Requested for Colour Run: \$6000 Confirmed: Lauren and Renee</p>
6.0	General Business	<p>Motion raised Renee for P &C to make payment for year 6 Leavers Lunch. \$10 Per lunch – total \$1940.00 Confirmed: Renee and Tanya</p> <p>New regulations around Volunteers at School – P&C Members required to Complete Working with Childrens declaration.</p> <p>Voting Booth (YES Vote) : School hasn't been notified that they are a polling place. No need for year 5's to run a sausage sizzle</p>
7.0	Next Meeting	Tuesday 24th October 2023
8.0	Meeting Closed	7.47 pm

Action (from above)	Name of Person Handling the Action	Allotted Time Frame	Outcome / Notes
Thank you Note - Coffee Van	Mandy	By next Meeting	
Quotes -Leavers Shirts	Renee	By Next Meeting	Quotes to be given to Bianca

