



FRESHWATER BAY PRIMARY SCHOOL

FRESHWATER BAY PRIMARY SCHOOL - P&C ASSOCIATION INC.

General Meeting 6th November, 2023

Tangney Hall

Pippa Tilbrook (PT); Daniel Czechowski (DC), Meromie Briggs (MB); Sarah Carney (SC); Mischa Way (MW); Gordon Jeffrey (GJ); Asher Dragun (AD);

Item	Topic	Who
1	Meeting Opened at 6.10pm & Welcomed by President.	PT
2	<p>President's Report</p> <p>PT tabled presidents report.</p>	PT
3	<p>Financial Report</p> <p>DC tabled financial report, attached.</p> <p>Action: Asher to confirm lease timeframe of current iPads and when new leasing arrangement begins. Action: Pip to contact Noel re: commitment to purchasing new Marquees Other commitments that have not been actioned by the end of the year will be removed. PT confirmed the decision to keep Parent Voluntary Contribution (P&C component) at \$125 per child for 2024. Discussed moving to a per-family rather than per-child fee, however over 70% of students currently paying and the income is vital to the P&C and therefore school, so likely to keep the model as-is. Could consider raising the fee for 2025.</p>	DC
4	<p>Principals Report</p> <p>AD tabled Principals report, attached.</p>	AD
5	<p>Financial Resolutions</p> <ul style="list-style-type: none"> - Leavers Jackets and Yearbooks for 2024 - proposal attached. \$85 per student (x approx 57 students). Approved by majority. - Additional funding to contribute to year 6 legacy gift Mural by indigenous artists. Discussion around school-wide and long-term value of project vs not wanting to set precedent for large amounts of spending or onerous fundraising requirements for each year 6 group, and belatedness of the request. Motion to provide P&C funds in support of project up to value of \$1000, with year 6 group to fundraise for the remainder. Approved by majority. 	All
6	Sub-Committee Updates	

	<ul style="list-style-type: none"> - <u>Fundraising Update (incl Second Hand Uniforms & TT)</u> Summary of Term 3 fundraising and Term 4 fundraising & events (sundowner) was provided. SC & MW thanked the coordinators of those fundraising events. Confirmed P&C will provide free icy poles for all students in final week of term. Action: Invite staff to Term4 Sundowner Action: PT to work with SC & MW to prepare thank you letter to each donor of prizes during the year Discussed need to find new Fundraising coordinator for 2024; increased requests of younger year groups; reignite expectation that Class Reps attend P&C meetings as representatives. - <u>Freshie Dads Update</u> DC gave an update on the upcoming Freshie Dads camp. - <u>Veggie Garden update</u> GF gave an update on the Veggie garden. No planting this year, but will lay pavers & build the shed. Roster being created for worm farm care over the holidays. 	<p>SC & MW</p> <p>DC</p> <p>CK</p>
7	<p>School Board Update</p> <p>Gita Luiten (Board Chair) advised on upcoming changes to the board as current terms end. Voting will occur next week on new candidates. New business plan to be created. It is now thought that P&C role on the Board may not be an allowed position, and all Board members will need to be elected via community voting process. Board to then assign a rep to attend P&C meetings as liaison. Action: AD and GL to confirm validity of P&C role on Board.</p>	
8	<p>Long Term Project</p> <p>Small committee has been established to do a school walk around to look at the facilities and grounds to develop a master plan.</p>	PT
9	<p>General Business</p> <ul style="list-style-type: none"> • Term 1 Sundowner 2024 approved and date set for Friday 16th February 2024 (week 3). Action: Check no clash with school calendar (e.g. yr6 camp) • Christmas Food drive to be organised with Bridget. 	All
10	<p>Next Meeting and Close</p> <p>AGM Friday 23rd of February 6pm, Tangney Hall</p>	All

Freshie Fundraising Recap – Term 3 & 4 2023

Term 3

Junior Athletics Bake Sale – Thanks to Meg Kirk

Sales Revenue \$1098.10

Senior Athletics Cookies – House Cookies

Revenue \$717.00

Costs \$44 (Fondant and paper bags)

Profit \$673

House Caps

50 per house in first order and another 25 per house in re-order. All set up to re-order to run again in 2024 /2025

Revenue \$4160

Costs \$2271.5

Profit \$2110.00

Remaining stock approx 32 caps to be sold at the uniform shop (\$640 = total profit \$2750)

Koala Eco – thanks to Mischa Way

High effort, will be easier to run a second time if required

Sales revenue - \$3507.00

Profit \$1660

130 Years

Thanks to Mischa Way, Jennifer Falkner, Claire Webster, Meromie Briggs and Sarah Carney

- Open night with Claremont Museum display
- Assembly with Mayor of Town of Claremont– quiz and colouring comp winners announced
- Thanks to the prize donors – Adventure World for a season pass and Future Physio for the book vouchers
- Drone shot and commemorative folder well received by all
- Publicity - Post Newspaper

Term 4

Voice to Parliament – 14th October

- Bake sale – Pippa Tilbrook
- BBQ – Ciera Coveney and Julie Lindsey
- Raffle – Mischa Way and Sarah Carney

Sales

BBQ - \$2305.00

Cakes Stall - \$1677.95

Raffle - \$1395.00

130 Years Raffle

Thanks to Mischa Way

Thanks to the prize donors – Siobhan Way, The Westin, State of Escape and Adam Heath

Huge profit to effort ratio. Nil outlay required

Profit \$5455

Suncream sales

Thanks to Sarah Cunningham

Sales Revenue \$7989.75

Profit?

Second Hand Uniform Shop

Thanks to Claire Webster

Profit \$2679.00

Tuesday Treats

Thanks to Teleah, Emma, Michelle and Orlaith

Great profit for minimal school effort, ensure it is run again in 2024

Year to date profit \$5894.20

Other events

Staff Appreciation lunch – Wednesday 6th December

Thanks to Gita, Sarah Smith to shadow and take over next year

Sundowner – Fri 8th December

Thanks to Melody

Food trucks

- Wood fired pizza
- Chip on a stick
- Sushi
- Billy Van Creamy

Entertainment

- Dunk tank
- 2 x entertainers including DJ, glow sticks and glow in the dark tattoos
- Santa

Points of note

- **Letter of thanks** – can we arrange a letter of thanks to donors / sponsors who have contributed to fundraising.
Potential to build ongoing relationships with donors
- **Sundowner** – term 1 2024 date?
Melody can lock in same vendors if we can get a date
- **Recommended**
- Fundraising rep for each year group to take pressure off the coordinators
- Are class reps still expected to attend P&C meetings?

Fundraising raised approximately \$38,000 for the calendar year.

2024 Leavers Funding Proposal

The P&C has provided financial support to the Year 6 cohort for many years.

In 2020 parent representatives worked with the P&C Executive Committee to establish a **leavers funding model** that was based on inclusivity, fairness and ensured compliance to the P&C's Constitution.

Leavers Funding Model

- To purchase one **Leavers Jacket** for every Year 6 student; up to the value of \$55 per jacket.
- To cover the cost of development & printing of one **Yearbook** for every Year 6 student; up to the value of \$30 per yearbook.

Reasoning

This model is based on **inclusivity**; to ensure that every Year 6 student receives a personalised leavers jacket, which is proudly worn throughout the year, and a copy of the leavers yearbook, so the memories of their final year at FWB is forever captured.

Motion

Monday 6th November 2023

To seek financial support from the FWB P&C to provide every year 6 student in 2024 with a leavers jacket & yearbook.

Total of Year 5 students currently enrolled at FWBPS: **57**

Total cost based on 57 students: \$4,845.

With thanks:

Thank you for taking the time to review this proposal.

I can be contacted on 0420 903 907 should you require any further information.

Deborah Smart (Parent of Henry Year 5)

P&C Principal's Report 6 November 2023

Feedback from National School Opinion Surveys

A huge thank you to all parents, staff and students who completed the National School Opinion Survey last term. The staff and school board have taken the opportunity to review the results with the intent to incorporate key components into the upcoming 2024-2026 Business Plan. A summary of the feedback received and to be acted upon is as follows:

- Ensure all students are making year on year progress through the provision of high quality curriculum and whole school processes
- Build capacity of staff in catering for varying needs of learners, including extending capable learners and providing additional support for students who may be struggling
- Improve the processes by which we communicate to parents, particularly regarding student progress and achievement
- Improve processes for seeking parent, student and staff voice to ensure all stakeholders feel their opinions are taken seriously
- Improve consistency and transparency of procedures and communication when managing student behaviour to provide a whole school approach focusing on restorative practices
- Refine student leadership selection processes to improve transparency and the perception of fairness
- Improve staff support and well-being structures to maintain a healthy and supportive workplace
- Ensure all staff receive relevant and purposeful feedback about their work

2024-2026 Business Plan and student performance update

We are in the process of writing the 2024-2026 Business Plan. Staff met across two meetings to review the aforementioned survey data, NAPLAN and PAT results as our key sets of student performance data. Analysis of this data indicates that we need to continue our focus on extending the more capable students across all years. Additionally, we require a renewed focus on supporting struggling students in the early years. To this end we will provide a targeted small group intervention program called MacqLit for students in year two or three who may be having difficulty developing their phonic skills. This program will begin this term and continue into 2024. Parents of identified students have been contacted however should you wish to learn more please do not hesitate to contact Lisa Mitchell who is coordinating the program.

K-PP information Session

Our new Kindy and Pre-primary parents were welcomed into the school on Tuesday 17th October with a highly successful parent information session. We had strong attendance from our new families and look forward to welcoming them into the school.

Swimming Lessons

Swimming lessons ended for another year last week. We received a lot of positive feedback from our staff regarding the quality of the program and positive behaviour of the students. Thank you to everyone for their support of this program.

Upcoming extra-curricular events

10/11 Remembrance Day Assembly
17/11 C4 Assembly
20/11-24/11 Book Fair
8/12 Book Award Assembly
13/12 Graduation Assembly

Asher Dragun

Principal, Freshwater Bay Primary School

FRESHWATER BAY PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION INCORPORATED
INCOME AND EXPENDITURE STATEMENT

for the year to date period ended

6/11/2023

	RECEIPTS	PAYMENTS	NET	TOTAL
FUNDRAISING ACTIVITIES				34,902
FWB branded umbrellas	2,875	- 2,063	813	
Mother's Day Market	2,823	- 2,304	519	
Sunscreen	-	3,128	- 3,128	
Koala Eco	3,671.00	- 2,005	1,666	
Uniform Shop	2,679		2,679	
Tuesday Treats	5,730		5,730	
House Coloured Caps	5,317	- 3,206.50	2,111	
Referendum Day	5,497	- 1,242.75	4,254	
House Cookies	1,806	- 44.00	1,762	
130 Year Raffle	5,455		5,455	
Colour Run			13,041	
<i>Sponsors</i>	4,500			
<i>Parent Contributions</i>	9,620			
<i>T-shirt Sales</i>	768			
<i>Expenses</i>		- 1,848		
Year 6 Fundrasing Sundowner	638	- 638	-	
OTHER INCOME				35,213
Parent Contributions	33,376			
Fathering Project	1,093			
Freshie Markets wagon sale	516			
Bunnings new BBQ contribution	100			
Other	128			
NET INCOME				70,115
EXPENSES - STUDENTS BENEFIT				- 61,519
Ipad Lease		- 19,350		
Sundowner		- 2,620		
Year 6 Leavers Jackets		- 2,805		
Teach like a Champion - teacher CPD		- 10,000		
Swimming Training Breakfast		- 703		
130 Year school anniversary		- 2,611		
Interschool Swim Training 22		- 640		
Interschool Swim Training 23		- 990		
Principal's wishlist			- 21,801	
<i>Upper school reading resources (novel sets)</i>		- 2,636		
<i>Junior school reading resources (decodable books)</i>		- 3,130		
<i>Additional letters and sounds resources</i>		- 3,318		
<i>Upper school writing resources (Seven Steps)</i>		- 1,303		
<i>Phonological awareness resources (Heggerty)</i>		- 1,200		
<i>Numeracy resources (Paul Swan)</i>		- 3,498		
<i>Replacement keyboards for iPads</i>		- 3,400		
<i>Zones of regulation books and resources</i>		- 1,486		
<i>History and Geography reading resources</i>		- 1,831		
EXPENSES - SCHOOL FACILITIES				- 24,071
BBQ Maintenance		- 230		
Fort Fence		- 4,695		
Vege Garden		- 2,176		
New BBQ		- 349		
Kindy sandpit & mulch		- 5,000		
Principal's wishlist			- 11,621	
<i>Spikeball sets for playground</i>		- 936		
<i>Furniture - replacement big tray trolleys x 10</i>		- 6,000		
<i>Sports Trak 2200 PE carnival organisational app</i>		- 900		
<i>Kindy resources - light table, water trough, sensory</i>		- 1,985		
<i>Mobile whiteboard (Kindy)</i>		- 800		
<i>Portable bluetooth speaker (Music and PE)</i>		- 1,000		
EXPENSES - OVERHEAD				- 8,468
WACSO Fees		- 1,118		
Square Terminal		- 592		
Farmers Market - legacy GST issue		- 5,997		
Fathering Project registration fee		- 550		
Miscellaneous		- 42		
Bank Fees		- 170		
TOTAL EXPENSES				- 94,058
TOTAL	86,594.08	- 110,537.16		- 23,943

FRESHWATER BAY PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION INCORPORATED

Cash Position	6/11/2023
Cash at Bank	
P&C AC135	\$69,258
P&C AC143	\$12,420
Total Cash at Bank	\$81,678

Undeposited Funds	
Humanitix	\$0
Total Funds	\$81,678

EXPENSE COMMITMENTS

- STUDENT BENEFIT	-\$23,817	
iPad Comitt to end of 2024		-\$19,667
Run Club Breakfast		-\$150
Honour Boards		-\$1,500
Sundowners		-\$2,500
- SCHOOL FACILITIES	-\$28,600	
Marquees		-\$3,500
Fort Upgrade		-\$20,000
Garden work		-\$4,500
Metal climbing dome (PP)		-\$400
CD player for listening post (Y1)		-\$200
Playground edu markings		TBC
Artist in residence mural		TBC
- OVERHEAD	\$0	
- FUNDRAISING COSTS	\$0	

Total Cash Available	\$29,261
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INCOME FORECAST

2024 Parent Contribution	\$40,000
Fundraising	\$20,000
Total	\$ 89,261