



NORTH MORLEY PRIMARY SCHOOL
Parents and Citizens' Association
ABN 71 580 067 091
WACSSO Member

15 Bunya Street
Dianella WA 6059
Ph: 9218 1650

Annual General Meeting Minutes

Date and Time: 02 March 2022 at 7:30pm

Location: 8 Hollister Way Noranda and via Microsoft Teams

IN ATTENDANCE

Emma Harris, Kelly Dansie, Coby Francis, Kelly Thomas, Kimberley Sarich, Terri Robertson, Jodie Quader, Karen Blackshaw, Narelle Hocking

Virtual: Belinda Bewick (Principal), Dixee Poh, Emma Richards

APOLOGIES

Sureyya Demir, Donna Reid, Rita Mallard, Stephanie McBrydie

APPROVAL OF MINUTES

Minutes of the previous NMPS General Meeting (24/11/2021) were taken as read and confirmed as a true and accurate record. First: Kim Sarich, Seconded: Kelly Thomas.

CORRESPONDENCE

OUT - Condolence card and letter to Tony Pinnegar's family and Rotary Club of Morley on behalf of NMPS.

IN - Cash 'n Carry membership card received; Terri to keep one and the other to be kept at the office.

REPORTS

Principal's Report

P&C Update: Principal's Report Term 1 Week 5 2022

THANKYOU!!!!!!

To our community, our staff and our students. Each and every one of you have been amazing, accommodating and supportive. You have stayed abreast of the regular changes in operating guidelines and supported the school to continue to ensure a safe environment for all.

WELCOME

To our new families to North Morley and new families to our P&C, welcome to this wonderfully close knit community. I am sure you have been welcomed by open arms. My only wish is that we could meet in person and welcome you officially from a school perspective, hopefully that will happen later in the year.

STAFF

Welcome to Miss Marshall in K/PP, Mrs Binetti in Year 2, Mr Virtyo in Year 4/5 and Mrs Lambert to Deputy Principal.

PROJECTS and DREAMS

We would love to partner with our P&C on school "beautifying" projects to rejuvenate and reinvigorate our grounds and buildings. The three projects we have in consideration are:

1. Further development of the grasslands on the corner of Alexander and Whitworth to expand the great work in the bush tucker garden
2. Painting of the pillars in the undercover area with our SPORT mascots
3. Development of nature play spaces/ loose parts play within the school grounds

President's Report

Fundraising in 2021 included a Bunnings Sausage Sizzle, Interschool Athletics Carnival raffle and cake stall and the Containers for Change program which raised a total of \$5,638.16. Community events run by our P&C last year included a Harmony Day Stay and Play, busy bees and morning teas.

In 2021, \$4,469.14 was provided to the school to purchase resources at the teaching staff's request including the Mathletics online subscription for the whole school, books, lectern with microphone stand and the Year 6 graduation lunch/bus hire. Our P&C also supplied the concrete base for the Kindy Bike Track funded by a YourMove grant, mulch for the nature play areas and oil for the cubby house, totaling \$2,422.60. Drip irrigation at a cost of \$453.70 was funded by our P&C and generously installed by school volunteers to our Bush Tucker garden area.

Our P&C would not be successful without the tireless efforts and commitment from our fabulous parent, student and community volunteers along with the support of our wonderful school staff from the management team to the support staff. Our school community is forever grateful.

Please see full Annual Report as separate attachment.

Treasurer's Report

We, the Executive Committee of the North Morley Primary School Parents and Citizens Association Inc. declare that having reviewed and considered the Associations' current and projected financial position, in the Executive Committee's opinion the Association is solvent and there are reasonable grounds to believe that the Association will be able to pay its debts as and when they become due and payable.

Signed by the P&C President on 02/03/2022 on behalf of the Executive Committee of the NMPS P&C Association Inc.

P&C President signature:



P&C President full name: Emma Jane Harris

See Profit and Loss Statement for 2021 that follows.

Profit and Loss Statement
January 2021 through December 2021

Adjust date accordingly

Opening Bank Balance 01.01.20	16,153.07												
	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Opening Monthly Cash at Bank	16,153.07	16,489.95	16,683.22	16,646.23	16,646.23	14,384.77	14,292.74	12,466.75	12,579.73	13,786.21	14,282.13	14,443.41	
Income													
P&C Membership Donation		0.50	6.00		1.00	0.50	0.50						8.50
Uniform Sales			174.61						27.95	115.75	194.73	3.92	516.95
Scholastic Book Club/Fair			20.00		76.00	886.00	1,353.00						2,335.00
Fund Raising Activity Income													
50th Fundraiser		240.18											240.18
Entertainment Books	224.00									98.00			322.00
Faction Carnival Fundraising									584.83				584.83
IGA Donation Jar			118.10				73.10					81.50	280.70
Canteen					161.00				86.00	508.20	951.35	433.80	2,140.45
Mother's Day Raffle					417.25								417.25
Containers for Change		96.20	234.20	68.20	123.00	24.70	80.90	113.60	36.20	117.10	58.90		683.00
Interschool Fundraising									683.43				683.43
Adult Social Night Bowls											30.00	370.00	400.00
Bunnings Sausage Sizzle						1,768.95							1,768.95
Donations			100.00										100.00
Total Income	224.00	336.68	850.91	68.20	755.25	2,880.75	1,517.50	113.60	1,416.43	624.00	1,034.85	899.30	7,808.87
Expenses	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
WACSSO Affiliation Fee					641.64								641.64
Bush Tucker Irrigation Quote			253.00										253.00
Scholastic Book Club/Fair			20.00		76.00	1,401.00							1,497.00
Kindy Cubby Oil/Concrete/mulch				115.20	1,907.40		400.00						2,422.60
Crunch and Sip activity							237.15						237.15
Bunning Sausage Sizzle Expenses					304.69								304.69
Transfer to Uniform account			\$174.61						13.24		315.38		503.23
Wish List Lecture and books						1,381.18							1,381.18
Wish List Mathematics							2,639.78						2,639.78
Wish List Microphone Stand							67.18						67.18
Wish List Year 6 lunch												361.00	361.00
Bush Tucker Irrigation Costs											200.70		200.70
Fund Raising Expenses													
Adult Social Night Bowls												250.00	250.00
Canteen									129.47	343.23	519.74	306.20	1,298.64
Interschool Fundraising									69.12				69.12
Total Expenses	0.00	0.00	427.61	115.20	2,925.73	2,782.18	3,326.31	0.00	211.83	343.23	1,035.82	837.20	12,148.31
Floats													
Paid (Recouped)					-100.00				-90.00				-190.00
Total	0.00	0.00	0.00	0.00	-100.00	0.00	0.00	0.00	90.00	0.00	0.00	0.00	90.00
Net Income/(-Expense)	224.00	336.68	203.30	-47.00	-2,270.48	-102.03	-1,826.31	113.60	1,206.58	495.80	199.15	-37.88	-1,465.66
Closing Monthly Cash at Bank	16,153.07	16,489.95	16,683.22	16,646.23	14,384.77	14,292.74	12,466.75	12,579.73	13,786.21	14,282.13	14,481.29	14,443.41	
Balance Sheet													
as at 31 December 2020													
Assets													
Cash at Bank			\$14,443.41										
Petty Cash on Hand			\$0.00										
Net Assets			\$14,443.41										
Equity													
Accumulated Funds			\$14,443.41										

Uniform Shop Report

Open Day at the end of January doubled last year's takings. Thank you to Lucy Oreb and her daughter Angelina for assisting.

No open Uniform Shop days this term due to COVID restrictions – orders being filled on an as need basis.

Second hand stock can be ordered through the order form and money will be refunded if item and/or size not in stock.

**NORTH MORLEY PRIMARY SCHOOL P&C UNIFORM SHOP
INCOME AND EXPENDITURE SUMMARY
January 2022**

Opening Cash at Bank	(as at 01/01/22)	\$4,528.70
Add Income		
Uniform sales		\$1,453.50
Fundraising		\$0.00
Bank Interest		\$0.00
		<u>\$1,453.50</u>
Less Expenses		
Uniform Purchases		\$0.00
Petty Cash top up		\$0.00
		<u>\$0.00</u>
Closing Cash at Bank		<u>\$5,982.20</u>

**NORTH MORLEY PRIMARY SCHOOL P&C UNIFORM SHOP
BANK RECONCILIATION STATEMENT
January 2022**

Expected Closing Balance as at 31/01/22	\$5,982.20
Add unpresented cheque	\$0.00
Actual Bank Balance	<u>\$5,982.20</u>

**NORTH MORLEY PRIMARY SCHOOL P&C UNIFORM SHOP
INCOME AND EXPENDITURE SUMMARY
February 2022**

Opening Cash at Bank	(as at 01/02/22)	\$5,982.20
Add Income		
Uniform sales		\$3,264.69
Fundraising		\$0.00
Bank Interest		\$0.00
		<u>\$3,264.69</u>
Less Expenses		
Uniform Purchases		\$439.20
Petty Cash top up		\$0.00
		<u>\$439.20</u>
Closing Cash at Bank		<u>\$8,807.69</u>

**NORTH MORLEY PRIMARY SCHOOL P&C UNIFORM SHOP
BANK RECONCILIATION STATEMENT
February 2022**

Expected Closing Balance as at 28/02/22	\$8,807.69
Add unpresented cheque	\$0.00
Actual Bank Balance	<u>\$8,807.69</u>

Motion to accept reports: Coby Francis; seconded by Jodie Quadar

ELECTIONS

The Principal declared all office bearing positions opened.

OFFICE BEARERS

PRESIDENT: Emma Harris nominated for President by Terri Robertson and seconded by Jodie Quadar. All in favour and position accepted.

VICE PRESIDENT: Kimberley Sarich nominated by Kelly Thomas and seconded by Karen Blackshaw. All in favour and position accepted.

SECRETARY: Position not filled.

TREASURER: Kelly Dansie nominated by Terri Robertson and seconded by Kim Sarich. All in favour and position accepted.

VOLUNTEER APPOINTMENTS

Executive Committee: Karen Blackshaw, Narelle Hocking and Coby Francis

Canteen Coordinators: Terri Robertson, Jodie Quadar

Uniform Shop Coordinator: Kim Sarich

Sustainability Leader and Garden Club to be advertised on Facebook.

PARENT CLASS REPRESENTATIVES

Class	Teacher	Parent
Kindy	Mrs Logue	Kelly Thomas
PrePrimary/Kindy	Miss Marshall/Mrs Soliman	Jodie Quadar
Room 3	Ms Francis	to be filled
Room 2	Mrs Compton/Mrs Binetti	Narelle Hocking
Room 5	Mrs Thomas	Karen Blackshaw
Room 8	Mr Virtyo	Kelly Dansie
Room 7	Ms Everall	Lucy Oreb
Choir	Mrs Poh	Kimberley Sarich

APPOINTMENTS

A CPA certified accountant is required to audit our financial statements for 2020 and 2021. Motion to pay up to \$250 approved.

Terri Robertson to approach a possible contact.

GENERAL BUSINESS

1. Motion to give each teacher \$50 each to spend on classroom resources for 2022.
Motion to increase this amount to \$100 each by Kelly Dansie and seconded by Kim Sarich. All in favour and motion passed.
2. Motion to no longer have a teacher wish list submitted in Term 1 but rather for the P&C to consider each financial request from staff/students on its merit at any time of the year as required.

All in favour and motion passed.

3. Motion to increase canteen spend by \$200 for Term 1 due to product supply shortages.
All in favour and motion passed.

4. P&C Survey results and recommendations.

From the students the most requested event was the Colour Fun Run, followed by school discos.

The most requested resources students wanted were more things to entertain them at playtimes – such as more equipment for the senior playground.

From parents and staff, no one strong theme in regards to projects and resources. School picnic and Christmas party or concert came up a couple of times as events requested. Barriers to being involved were definitely work commitments and time. Meeting times for families of younger students were an issue.

SUGGESTIONS:

Meeting times

- Start an Early Years Committee; meet separately at a time that suits them to discuss events and plans relevant to the junior students
- Allow members to attend meetings virtually
- Utilise Class Reps better to share and disseminate parent views – *this was preferred by the P&C members present and Class Reps to collect parent agenda items etc 2 weeks before each meeting.*

Project ideas

- Require further discussion in line with suggestions from Leadership group

School along with student leaders are looking into additional sports equipment etc.

Consider Christmas event in lieu of musical – liaison with Mrs Poh required and teachers need to be on board.

Take discussion further at next meeting.

5. Plans for 2022 (COVID-pending); election sausage sizzle, winter parent/staff social night, colour fun run, faction carnival lunch/raffle, grant submissions.

Federal Election due May 2022 – Karen Blackshaw to coordinate or book Bunnings Sausage Sizzle later in the year.

Motions to be submitted in relation to this at next meeting.

Quiz Night fundraiser at school (Arts Centre) with liquor licence – tentative date Sat 20 August.
Recruit a social committee for Term 2 to begin planning.

Colour Fun Run for whole school in Term 4 – tentative date Friday 25 November.
Begin planning in winter school holidays.

Faction Carnival – Friday 02 August.
Discuss further in Term 2.

Project ideas to be discussed further at next meeting.

6. P&C garden plans – update, repurpose, volunteer?
Narelle is keen to be involved and has some ideas for easy care garden.
Belinda to share Ed Dept list of plants that can't be used in schools.
Recruit more volunteers to make a garden team.

OTHER BUSINESS

1. Connect text notifications
Narelle raised issues with receiving important COVID notifications from the school in a timely manner via Connect or email. She suggested text messages would be best.
Belinda Bewick had already identified this need in the school and has applied for the appropriate program to roll out text message alerts. Thank you Belinda!

ACTIONS

What	Who	When
Advertise vacant Secretary role	Emma	ASAP
Advertise for volunteers interested in Sustainability and Garden Club.	Emma	by end Term 1
Find accountant for financial audit	Terri/Kelly D.	by end March
Further discussion of priority projects/funding for 2022 and beyond	All	at next meeting
Ed Dept plant list to P&C	Belinda	by next meeting
Financial motions re: election sausage sizzle on next agenda	Emma/Kelly D.	by 23 March
Recruit volunteers for P&C Social Committee	Emma	by end Term 1
Develop Class Rep roles and meet with group	Emma/Belinda	ASAP

Next Meeting Term 1 – Wednesday 06 April at 7:30pm

Close 9:15pm

P&C President

Date

