



MANLY VALE PUBLIC SCHOOL
Parents & Citizen Association

MINUTES OF GENERAL MEETING
Tuesday 7th March 2023

PRESENT

Principal	Tina Lee
President	Karl Treacher
Vice President	John Gillings
Secretary	Karen Murgatroyd
Treasurer	Peter Weatherston

Holly Fellowes	Amy Hansen	Wendie McDougall
Kaisa Nieminen	Skye Abernethy	

APOLOGIES

Chris Nicholls	Kristen TePania	Beccy McGowan
Xara Roznerski	Kate Williams	

Minutes of the last General Meeting held on 07/02/2023

Approval of Minutes Motioned: John Gillings Seconded: Amy Hansen

Action Arising from Previous Meeting:

Action: Tina and Amy to organise a date for the Class Coordinator Meeting - complete

Action: Susan to set up a fundraising committee - carry to next meeting

Action: Skye to speak to other schools about how they have implemented this and report back at our next meeting.

Skye reported back on what she had found out at other schools and how they implemented a Support network for parents with Neurodiverse children. See attachment to this document. It was voted on and unanimously agreed that a Neurodiverse Parent Support Network would be set up as a sub-committee of MVPS P&C. Skye to set this up.

MEMBERSHIP:

Payment received: Karl Treacher

REPORTS:

Principal

Thank you to the outgoing P & C Executive for all their work last year. It has been wonderful working with the following committee and supporting the many fundraising and school projects we had in 2022:

President-	Karl Treacher
Vice President-	Chris Nicholls
Vice president-	John Gillings
Treasurer-	Peter Wetherston
Secretary-	Karen Murgatroyd

Highlights for the year were:

1. Mother's Day and Father's Day events
2. Trivia night
3. Purchase of the playground equipment

Thank you to the committee for all their support of the school and the programs.gs to source.

Parent Information Nights

We had a lot of parents attending the Parent information nights this year and it was wonderful to welcome them back into classrooms. Thank you to all the parents who have now volunteered to be Class Coordinators and thank you to Amy Hansen and Kristen TePania who will be overseeing this communication for the school and the P&C.

We had a Class Coordinator meeting last Wednesday afternoon and all Class Coordinators now have their lists and have emailed out their first communications.

Band

We now have successfully employed a junior band conductor Sulley Hodges who takes the band on Monday lunchtimes and Tuesday afternoons. The Junior band has 42 members, along with the transition band and senior band. Ben Dickson will still be coordinating the Senior Band and we have decided to keep this transition phase in place until the end of term 2. The new Band committee are very motivated and excited to take on some new opportunities this year. They will be purchasing a French horn for \$5000 this week with the money from the P&C from 2022. The Band information evening party was very well attended and a great way for all parents and children to hear what is happening for the year.

Lunchtime clubs

Currently we have a lot of lunchtime clubs. Most of the clubs require students to audition or receive a referral from the class teacher. These clubs do have a cost and are not compulsory. We have choir (Thursdays), guitar (Mondays), Art Shack - Various days depending on age), drama, debating.

External Validation- Due next term 2 weeks 2-4

Currently we have the school being reviewed by a panel of principals and teachers for an external validation process that takes place every 3 years. It is a lot of work and currently Sharon Oscroft and Sarah Birrell are collating all of this. We are due to be reviewed on 18 May 2023. Feel free to have a look at the display in the meeting room.

Thanks, you Wendie and Becky. The start to the year has been difficult for both the uniform shop and canteen. For Becky the changes of PSSA times affecting and lunches and from Wendie allowing the opportunity for parents to use their back-to-school vouchers. The extras you two go to support and assist the community are incredible. Thank you so much.

Swimming Carnival Tuesday 21 February

Great day out and the first carnival in a while that we truly had a great full program. Thank you to Mrs Birrell and Mrs Ward for their organisation and to all the parents who helped out with time keeping etc on the day. Great community effort. Zone swimming carnival was on today at Warringah Aquatic Centre. Mrs Birrell, Mrs Ward and Miss Hepworth attended the carnival today.

Design make Innovate- Stage 3

Currently our Years 5 and 6 students are completing a design process on sustainability. They have mentors from Mackellar Girls here to assist. We love the program, but we will be reviewing it this term as it seems to have disrupted a lot of the learning.

NAPLAN – Wednesday 15 march- Monday 27 March

All Years 3 and 5 will sit the National tests for literacy and numeracy in a few weeks time. The tests are online and are based on the basic skills in these stages. There is a parent portal to explain what happens during these days and to give some practice test for students NAP - Public demonstration site

SRE and SEE

Wednesday mornings at 9am-9.35am, we ask that parents not change their arrangements until the end of term. All changes must be requested through email. Mrs Tanya Coleman organises these classes.

Photo day- Last Thursday

Photo day went ahead through rail hail and shine I heard. I was away at the conference, but it is always a very busy time from all classes, and not easy to do in rainy conditions. Photos are done by a local company, Advance Life.

Parent teacher Interviews- weeks 9 and 10

We have Parent teacher interviews scheduled for weeks 9 and 10 this term teachers will send out availability this Wednesday 8 March at 4pm. Please make sure to book in an interview with your child's teacher using the booking form which will be emailed out tomorrow.

Harmony Day – Monday 20 March

Wear a splash of orange and bring a gold coin to donate to a charity supporting other cultures. We are supporting victims from the Turkey and Syria Earthquake.

Spending Priorities 2023

Athletics singlets-	\$2280.00 - Approved
Painting handball courts in K-2 area-	\$2000 - Approved
Band- Instruments support-	\$4000 - Approved (annual agreed payment)
Oval Maintenance- \$3900 -	Approved (annual agreed payment)
3 new charging cabinets-	\$10,184 - Approved
Hospitality-	\$800 - Approved (annual agreed payment)
Café owl- paint-	\$500 - Approved
K-2 Playground equipment-	\$2000 - Approved

Committees will meet at a later time for additional spending requirements. English and maths resources will be required to support the new syllabus and will be a priority.

Neuro-diverse Parent support

I did meet with Skye and Holly after the meeting last month and we discussed the ideas of supporting parents with neuro-diverse children. I also was able to include some information on local support groups within the area. I think they are still investigating the best way to go about this group. Meetings can be hard for parents who are working. I will try and include some of these support groups in the newsletter each week.

Uniform Shop

Since last meeting:

- Continue to fulfill online orders.
- Have been opening appointments for bookings for Back to School Vouchers
- Stock ordering up-to-date and winter stock forecasting with Profile complete
- Sales for Feb \$16,940
- SOH: 28 Feb 2023 - \$29, 943
- I have asked Shay Gillings to investigate what we could do to improve the running of the shop as she is more tech savvy. Our opening days are becoming out of control, even with 4 volunteers.

Planned Activity before next meeting:

- Report March sales
- Continue to fulfil online orders and open shop last Friday of month
- Maintain email enquiries and exchanges
- Continue Back to School Voucher Special opening

Discussion Points:

- Can we please look at purchasing an additional device to use, it's really difficult with only one. I am using my private device from home which is not ideal.

Action: It was voted and agreed unanimously that we would purchase a new device for the uniform shop - that can also be used by cafe owl - John Gillings to source.

- Have the band paid the Harlequin account for the band bags, I need to place an order with them? Action: Ongoing issues with Westpac, Peter to pay.
- Please can the Executive Committee reply to emails. There have been issues that have needed addressing and no one has replied.

Other Business

For discussion at our next meeting:

- Cafe Owl
- Events/Fundraising for the year

Action:

- John Gillings to source a new device for the uniform shop - that can also be used by cafe owl.
- Peter to pay Harlequin account for the band bags which is overdue and we need to place a new order with them. Ongoing issues with Westpac is the reason for the delay.

General Meeting Closes at 8.15pm

AGM Opened at 8.15pm

Elections

Tina Lee acted as Returning Officer and declared all positions vacant.

Nominations:

President nominee:	Karl Treacher	Vote was unanimous
Vice President nominee:	John Gillings	Vote was unanimous
Vice President nominee:	Chris Nicholls	Vote was unanimous
Treasurer nominee:	Peter Wetherston	Vote was unanimous
Secretary nominee:	vacant	

The secretary role will remain vacant until our next meeting. Interest has been shown in the position and will be nominated and voted upon at our next meeting. Karen will continue in the role until then.

New Committee for 2023 elected and thanked Tina as Returning Officer

REPORTS:

Principal Report

Presented during General Meeting - See above

President's Report

As the newly elected President of the Manly Vale Public School P&C in 2022, I am proud to report that the P&C has operated exceptionally well, and our achievements are a testament to the talented members and other volunteers who have contributed their time and energy to support our school community. From the very beginning of my term, I have been impressed by the dedication and expertise of our P&C members, who have been instrumental in driving the initiatives and activities that made 2022, a Covid recovery year, such a success. Their tireless efforts have made a significant impact on our school community, and I am grateful for their contributions.

In addition to the core P&C members, we have also been fortunate to have a large number of volunteers who have generously given their time to support our activities and events. Their enthusiasm and commitment have been critical to the smooth operation of our programs and I look forward to continuing to work with these talented members and volunteers in the years to come.

In 2022 our P&C focused on achieving three key objectives: building and enhancing the school's culture, providing clarity on the allocation of funds, and improving the operational effectiveness of our key areas.

Objective A: Build and enhance the Manly Vale Public School culture by providing opportunities for the school community to meet, socialise and raise funds.

Our P&C has been dedicated to building a strong school culture that fosters a sense of community among students, parents, and staff. To achieve this objective, we have organised several events that provide opportunities for families to come together, socialise and raise funds for the school. This year we successfully organised the Mothers and Fathers Days events, and we saw the return of the popular MVPS Trivia Night. The Trivia Night committee ran a brilliant process in designing and executing an event that is now the gold standard of Trivia moving forward.

Objective B: Work closely with Mrs Lee to provide clarity on the allocation of funds to ensure we are providing a deeper educational outcome for our children.

We have also focused on providing clarity on the allocation of funds to ensure that our resources are used effectively to provide the best possible educational outcomes for our children. We have been working closely with Mrs Lee to identify areas where additional resources can be used to support our students' learning, including teacher professional development, technology

upgrades and literacy resources. This ensures that our P&C's efforts are focused on achieving the best possible outcomes for our students.

Objective C: Improve the operational effectiveness of the key areas of the P&C.

We have identified key areas that require operational improvements, including playground equipment, band support, canteen resourcing, and re-establishing landmark annual social events like the Father's Day breakfast and the trivia night. We have formed working groups to address each of these areas, and significant progress has been made towards achieving our objectives. Playground equipment was successfully installed despite substantial weather issues presented by the La Niña pattern. We have also reviewed our canteen operations, volunteer induction and balanced margins with value to ensure a fair and just experience for all.

I would like to thank all the parents, teachers, and staff who have supported the P&C throughout the year. Our achievements would not have been possible without the dedication and commitment of the entire school community. In particular, Kristen Te Pania, Karen Murgatroyd, Kate Williams and Tina Lee for providing guidance and direction plus an outstanding initial innings from new Treasurer Peter Weatherston and Helen Warrington in optimising resources inline with regulations. Finally, the Vice Presidents John Gillings and Chris Nicholls who have supported me this initial year.

Cafe owl has also seen an enormous comeback thanks to the positive and professional approach from the team led by Sally Tindall. In 2023 Cafe Owl will be a major focus as we broaden the offering to include a few vegetarian and vegan friendly options (e.g. soy milk for coffee and a breakfast option beyond bacon and egg rolls). As the president of the P&C, it's important to recognise our role in representing a balanced menu for families and our children, one that aligns well with the United Nations environmental guidelines and encourages cardiovascular and metabolic health.

I look forward to working together to achieve even greater success in the year ahead.

Treasurer

See attachment for Report - Accounts approved by Karl Treacher & John Gillings

Reporting Obligations

Under the ACNC (Australian Charities and Non-for-profit Commission) requirements, we are classed as a small charity this year (revenue below \$500k) which means that, unlike last year (we

were medium-sized), there is no ACNC obligation for our annual financial report to be reviewed or audited.

We are required to finalise and submit this report to the ACNC and this will then be available to the public through their website. We are also required to submit this report to the P&C Federation as part of our membership responsibilities.

I've prepared these using our accounting system, Xero and I'm confident that this is an accurate representation of the P&C financial position. The report has been checked by Cathy, our Cafe Owl Treasurer and also our canteen treasurer, Helen (both chartered accountants). To be clear, this wasn't a complete review or audit but my view is that this isn't necessary, there's not much complexity. If anyone disagrees with me on this, please just let me know.

I've added a few notes below to explain or highlight a few things:

- Our revenue has gone up significantly this year - \$375k compared to \$220k in 2021, with every category of income increasing.
- I think a lot of this is explained by 2021 still being impacted by Covid but probably also partly we would expect an increase each year because of increasing student numbers.
- We are showing a "net loss" for the year of \$75k compared to a profit of \$70k in 2021. This is almost entirely explained by our donations to the school - we had built up a very large cash balance. We only spent \$22k in 2021 whilst in 2022, we spent a whopping \$126k - this included \$75k for play equipment and \$35k for learning support teacher.
- We also incurred an expense of \$20k related to underpaid wages
- As expected, given our big expenses, Cash has dropped by over \$50k, but we still have a large balance - \$153k at 31 December

Auditor as per last year - Peter to liaise with Kate williams

AGM Closed at 8.50pm

