



Seven Hills North P & C Association

45 Beethoven Street
Seven Hills, 2147
Ph: 9624 1275
9674 5032
Fax: 9838 7839

General Meeting: 9th April 2024

Meeting Opened: 7:00pm

ATTENDEES: Cathy Francis, Jacqueline King, Nadia Vanderhelm, Alison Freeman, Ryan Perry, Kate Allred, Katie Howell, Emma Brown, Emma Godfrey, Mitch Bates, Stanley Teng

Online: Nil

APOLOGIES: Nil

AGENDA ITEM 1: WELCOME AND APOLOGIES

- Nadia Vanderhelm opened the meeting and welcomed all in attendance.

AGENDA ITEM 2: PREVIOUS MEETING MINUTES

- Tabled by Alison Freeman, accepted by Ryan Perry, 2nd by Katie Howell

AGENDA ITEM 3: OUTSTANDING ITEMS.

3.1 Outstanding Executive Roles

- Still in need of a President, Treasurer, Fundraising Coordinator, 2nd Vice President
- No new positions confirmed or filled at this meeting

ACTION ITEM:

- Continue to advertise un-filled P&C Executive Roles at Monthly meetings

3.2 Mother's Day Stall

- Wed 8th May
- Gifts all purchased.
- Plan is to sort the gifts into class boxes on the Friday before (3rd May) – 1-2 parent volunteers would be greatly appreciated.

- P&C asked about the availability of year 6 leaders to assist with the younger grades, 6-8 students would be great.
- Cathy happy to arrange some student helpers
- Alison and Katie will be available to help run the Mother's Day Stall.
- Alison has flyer ready to advertise.

ACTION ITEM:

- Cathy to arrange 6-8 student helpers to assist at Mother's Day Stall
- Alison to email Mother's Day flyer to office so it can be emailed out to all families this week
- Ask for volunteers to help on the day

AGENDA ITEM 4: CORRESPONDANCE

- Email request received to complete the final 2022 community grant report – this has been completed by Nadia and signed by Alison and Cathy

AGENDA ITEM 5: REPORTS

5.1 Treasurer Report

- Full Treasurer report is attached.

ACTION ITEMS

- Await invoice for recent uniform orders – aprox \$4000

5.2 Fundraising

- Easter raffle – 77 prizes, more major prizes, less chocolates
- \$2863 went into bank account
- Mother's Day Stall – spreadsheet is up to date, gifts are purchased and we're ready to go

ACTION ITEMS

- Ask for volunteers for Mother's Day Stall

5.3 Uniform Shop

- Mitch has received a handover on the Uniform Shop Coordinator role from Stanley
- Still selling secondhand pants for \$2
- One in-person eftpos sale that needs a refund – Mitch to talk to Stanley about how to process a refund. Likely need to do a bank transfer
- Uniform order – short sleeve shirts ordered through LW Reid, await delivery and invoice, around \$4000

- Plan from last meeting was to place a smaller order of Long sleeve polo shirts and Polar fleece jumpers from Cowan and Lewis. Been informed that there will be a price increase. \$32 + GST for long sleeve polos and \$30 + GST for short sleeve polo. Email from C&L didn't mention a price change for the polo fleece.
- P&C Agreed that we would still need to place the order despite a small price loss, as the items are needed for Winter.

ACTION ITEMS

- Mitch to confirm price increase costs with Cowan and Lewis. P&C Executive will then discuss costs and likely go ahead with uniform order

5.4 Principals Report

Full Principal's Report attached below

Parent teacher interviews

Moved up to term 2 week 2: good for parents to find out your child's learning goals and discussing any concerns sooner so that support can be put in place earlier. Aim to building the connection between teachers and parents earlier. That way when the reports go home at the end of term 2 – nothing is a surprise.

Update on the Canteen

- Proposal will be going ahead starting in Term 2. 1 day per week to start with.
- Menu and other practicalities will be discussed and finalised during the school holidays.
- Likely to start in week 2.
- Information will be sent out to parents at the start of term 2.

ACTION ITEMS

- School and Vendor to finalise Canteen proposal

AGENDA ITEM 6: GENERAL BUSINESS

6.1 Uniform Shop opening Hours

- Confirmed by Mitch as = Thursday mornings, 8am – 9am

6.2 Super Doopers for Cross Country

- Historically – P&C have purchased super doopers for the school cross country
- Only need enough ice-blocks for years 3-6 this year, as already enough supply for years K-2
- P&C happy to purchase the super doopers, just need to know numbers

ACTION ITEM

- Cathy to email P&C re: number of students in years 3-6

AGENDA ITEM 7: MEETING CLOSE AND NEXT MEETING DATE

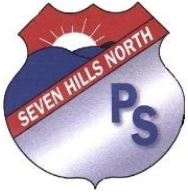
- Meeting closed at 7:46pm
- Next meeting to be held on 14th May 2024

Attached Appendix

5.1 Treasurer Report

5.2 Fundraising

5.4 Principals Report



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Treasurers Report – 9th April 2024

1st January to 9th April 2024 Income and Expenditure

Funds on hand as @ 09/04/2024 - \$14,318.03

- \$281.95 cash float
- \$14,036.08 in the bank

Income – Total \$6,978.23

- \$2863.08 Easter Raffle money banked (actual raised \$2795.03)
- \$4115.15 Uniform Shop sales
- \$6.00 2024 Membership Fees (not included in total income, added to float)

Expenditure – Total \$12,827.21

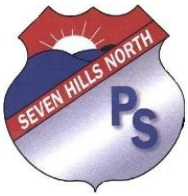
- \$10,000 2023 Donation to SHNPS – Subsidy for Mr Daniel wages
- \$1,642.18 Mother's Day stall supplies
- \$1185.03 Uniform supplies

Invoices Yet to be Paid

- \$4144.00 LW Reid Short Sleeve Polo Shirts (ordered 15/3/24)

Uniform Stock on Hand (New only, not incl 2nd hand)

- \$47,891 (RRP) as at 09/04/2024.



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Fundraising Report – 9th April 2024

Easter Raffle 2024

The Easter raffle was held on Thursday 28th March 2024 during the Easter Hat Parade. A total of \$2795.03 was raised. This year we had even more major prizes than last year, however donations of eggs/chocolates were down, which is understandable due to the increased pricing and current financial climate. There was a total of 77 prizes. I would personally like to thank Alison and Katie for all their hard work wrapping all the prizes and for helping organise the major prizes.

As a result of the cash incoming and rebalancing of the float, a total of \$2863.08 was deposited into the bank account.

Mother's Day Stall 2024.

The spreadsheet has been updated with the new and 2023 remaining stock.

On a day prior, items will be separated into class groups for ease of filling up the tables as each class comes through.

Float is ready to go and stall to be held Wednesday 8th May 2024, in week 2 of term 2.

No other fundraisers are planned at this stage due to lack of P&C Executive members.



Principal's Report for P&C - Tuesday 9.4.24

Term 1 Week 9

Recent Events

- NAPLAN - Years 3 & 5
- Harmony Day
- Stewart House
- School photos
- Easter Hat Parade & Pedlar's market - Raised \$470.00 for Stewart House.
- StEPS - Eyesight program for Kindergarten
- K-2 Assembly

Changes moving forward -

- Parent Teacher Interviews
- Meeting with Year 6 Farewell committee early next term to determine fundraising for 2024.

Term 1 School Events still to come:

- Year 6 Fundraiser - Crazy Sock Day & Iceblocks
- 3-6 Assembly - Friday Week 11

Term 2 School Events:

Week 1 -

- SDD 29th April - Staff only
- Tuesday 30th April - Students return
- Yarn Up BBQ for our Aboriginal & Torres Strait Islander families - Weaving & PLPs
- Friday - Cross Country Years 3 to 6 & 8 year olds from Year 2

Week 2 -

- Parent Teacher Interviews M/T - individualised timetables
- Mother's Day Stall - Wednesday
- Friday - Cross Country back up date

Week 3 -

- Tuesday P&C Meeting
- K-2 Assembly - Friday
- Zone Cross Country - Friday

Week 5 -

- Friday 3-6 Assembly

Week 6 -

- Wednesday - Stage 1 Excursion

Cathy Francis
Principal