



Annual General Meeting Agenda

10 March 2021

7:00pm, School Library & Zoom

Item 1: Attendance & Apologies

In attendance: Kate Anderson 2J; Benn Bramich 1M, KS; Jodie Steele 5/6P, 2E; Jenny Connell 4B, 2J; Onan Gunoz KB; Ari Pappas 1T; Helen Randall 4B, KA; Brad Mitchell 2E; Rebecka Blacker 4C, 2J, KB; Kate Owen Deputy Principal; Stephanie Brewer Assistant Principal; Chantal Cake 5/6R and teacher; Betty Thomas 4B and teacher; Kristin Rusznyak 4B, 4A; Marina Alexiou Assistant Principal; Joanne Coetzee Assistant Principal; Trish Fisher, Principal; Mai Zhou 3D & KP; Richard Morris 2E.

Online: David Gray – KB; Ellise Blondin-Andreacchio 3D,2J; lisa chew, 5/6P, 5/6B, 3M; David Gray KB; Elizabeth Armstrong (4A) (2L); Amy Bairstow 2L; Mel Huggins 2M; Julia Dix 3W, 1A; Kylie Berger 5/6R; Miranda Davis, KB; Gemma Shabtay 3M & 1A; Jessi Bolton 2E; Jayne Kenwright, KB; Elizabeth Armstrong (4A) & Ted Armstrong (2L); Liz Russell Olive 5/6H Isla 2J; Rhiannon Armstrong (4A) (2L); Leane Economou 5/6B, KA; Benjamin Morris; Daniel Moore; Janice Eliovson 3M, 2E; Shona Morched 1M; Olga Rankin 5/6P, 2L; Emily Grogan KB; Harriet Boosey 3M, KA.

Item 2: Minutes of previous meeting

AGM Minutes 2020

Moved: Jenny Connell

Seconded: Bec Blacker

Item 3: Annual General Meeting

a) Principal's report

Welcome everyone. Report as tabled for information for the end of the year.

b) President's report – APPENDIX A

Welcoming Parents and Carer's. Report tabled.

c) Treasurer's report – APPENDIX B

Report to be tabled.



d) Auditor's report

Report to be tabled.

Item 4: Voting - 2021 Executive Positions

Declare all positions vacant. Call the positions for nominations and seconders.

Call to nomination for 2021;

President - Nominee: Jodie Steele. Secunder; Jenny Connell

Vice President – Nominee: Jenny Connell Secunder: Brad Mitchell

Vice President – Nominee: Brad Mitchell Secunder: Ari Pappas

Secretary – Nominee: Kate Anderson Secunder: Jenny Connell

Treasurer: Nominee Daniel Moore Secunder: Olga Rankin

Executive General Member: Ari Pappas (Secunder Mai Zou), Helen Randall (Secunder: Bec Blacker), David Gray (Secunder: Helen Randall), Onan (Assistant Treasurer (Secunder Ari Pappas), Benn Bramich (Secunder Mai).

Trish declared all positions filled for 2021.

Item 5: Appoint the Auditor 2021

Johnathan Leiper.

Item 6: Close AGM and open General Meeting

Meeting closed 7.36pm.

General Meeting Agenda

10 March 2021

7:30pm, School Library & Zoom

Open P&C General Meeting for 2021

Item 7: Reports

a) Principal's report – APPENDIX C

b) President's report – APPENDIX D

c) Treasurer's report – read by Jenny Connell – APPENDIX E

Daniel to present Treasurer's report from hereon in.



Item 8: Policies and Guidelines

a) P&C Social Media Guidelines

Social platforms are places to ask questions and belong to parent community. Class groups are still P&C groups and representing school and P&C. Tightened up the admins of the groups as financial members of group. Some discussions go further than they should and not appropriate and can be speculation. Questions need to go to school for response. Class Parent rep and admin need to know when to pass further, cut something off or ask for help.

b) P&C Code of Conduct

c) Constitution & by-laws

Standard docs about running P&C from P&C Federation. Signed off to uphold expectations and guidelines.

By-laws from Federation template modified for SCPS.

Trish asked the group if anyone has an objection please let yourself be known: no one raised any objections. Signed by Jodie Steele.

Item 9: Events/Fundraising

a) Cookie Dough

Details sent out via Facebook and newsletter. Incentive prizes for top sellers. Different flavours. So far 77 tubs sold. Closes Friday 19 March. 2 weeks to process orders. Delivery at School on Thursday 2 April.

b) Colour Run

Building on success from the Colour Run 2018 planning towards another one in 2021. Great fundraiser, around \$22 000.00 raised. Pencil in again for 29 May at Snape Park running around the outside of the cricket oval. Afternoon on a Saturday, BBQ etc.

c) Fiesta

November TBC.

d) 2020 Wish List

Sensory Path – marking on the ground, jump or follow a path or crab walk. Child felt sensory overload follow track, calm them down and go back to class or playground (\$8000 - \$10 000). Numeracy & Literacy program.

Please email P&C email if you have anything to add to the Wish List



scps.pandc@gmail.com

Tea & coffee for teachers and staff funding was previously approved for tea, coffee and milk \$2,000 for the year

Item 10: Committee Updates

- a) Uniform Shop

No update.

- b) OOSH – Harriet Boosey

AGM held 9 March. Voted in new President Clare Hung VP Anna Turner

Jack wanted to make sure everyone saw the Vacation Care itinerary. Will come out via Skoolbag. Incursion with charity donation. OOSH team keen to get involved with Fiesta. Will be holding an end of term BBQ.

Item 11: General Business

Question about intensive swimming. Opportunity given to Year 2 students, department issue.

Next Meeting: 5th May 2021, 7.00 – 8.00 pm



APPENDIX A

AGM Presidents Report – 11 March 2020

1. Thank you and welcome to everyone at this meeting and at South Coogee Public School
2. We have a number of new parents and carers at the school, and we have a number of new parents and carers engaging with P&C this year which is really exciting. P&C is a great opportunity to meet new people, and both connect with and give back to the school community.
3. The current P&C members here tonight and online have done a brilliant job at welcoming in the new year, creating new groups for classes, and completing class lists.
4. 2020 was one most of us would rather forget in many ways, and it certainly hindered our fundraising efforts! We did however manage to sell some beeswax wraps, collect record numbers in the Silver Coin Challenge, sell some teatowels and calendars with beautiful class artworks on them, and throw in a few mufti days.
5. During 2020 we continued to ensure we contributed to the school, finally completing the new AV in the hall and COLA, and making our usual contributions to the school via numeracy and literacy resources and \$200 to each class teacher for in class resources.
6. A massive THANK YOU to everyone who showed support in 2020 – Class Parents and all the parents, carers and family of students who have volunteered across the year in what was a very difficult time.

Thank you - COMMITTEE OR EVENT LEAD
Leane (Twilight Cinema)
Hayley, Leigh and the Y6 parents (Y6)
Ellise (Uniform Shop)
Kylie Kennedy (Design)
Xanthe (Scholastic Book Cub)
Johnny (Auditor)

Thank you – SCPS Teaching Executive

Thank you – P&C Executive – Brad, Jenny, Kate, Mai and Ari. Special thanks and farewell to Mai, who has been our trusty Treasurer for a few years now. You'll be missed!

7. Moving into 2021, we're looking forward to continuing a collaborative relationship between the P&C and the School. We're very thankful for Trish, Kate and the Executive Team for their support and guidance.
8. We're looking forward to opening up and holding some in-person events, with pencil bookings for a colour run in Term 2! Every little bit of effort and contribution counts – no matter how seemingly small. Parents and Carers can continue to support whether it's via leading a committee, completing one BBQ Shift, responding to a class parents' email with a 'thank you' or coming along to a meeting a couple of times a year – it all makes a difference.



APPENDIX B

AGM Treasurer's Report – 10 March 2021

Summary of Financials:

The audit for the 2020 financial year ended 31 December 2020 was completed by Johnny Leiper on 10th March 2021.

The P & C had a net surplus of funds during the year ended 31 December 2020 of \$22,965 (2019: \$65,819).

Uniform shop

- Total sales including new uniforms, online sales and second hand sales were \$54,912 (2019: \$47,665)
- The higher sales is due to a number of reasons:
 - 1) The new online uniform shop through Square
 - 2) A price review and increase for some items
 - 3) Girls uniform summer & winter dresses now sold through the uniform shop

Grants Received

- Outdoor Kitchen Grant \$28,623 (2019: \$16,000)

Fundraising Events

Event	Funds Raised
Silver Coin Challenge	3,692
Other Yr 6 Graduation Fundraisers	3,926
Beeswax Wraps	1,386
Crazy Camel Artwork	735
TOTAL	\$9,739
(2019: 56,092)	

Financial Position

The P & C has maintained its strong financial position and at the end of the 2020 year had accumulated funds of \$102,356 made up of cash (\$61,324) and uniform shop inventory (\$40,932).

P & C Funding and Donations to the School

During the 2020 year, the P & C supported the school with the following:

Hall AV Upgrade \$23,845
Teacher Resources \$5,400
Numeracy Resources \$10,000
Band/Music Program \$3,000
Kiss and Go Shelter \$2,500
Teachers Hampers \$2,398
Total Payments to School \$47,143

Other Comments:

In 2021, all things banking will be moved from Commonwealth Bank to Clovelly Community Bank. The new account is already open and operational. Voluntary parent contributions of approximately \$6k was collected from 2020 school fees. This is being held by the school and P & C members will vote on what these funds are to be spent on.



APPENDIX C

P & C Principals report 10/03/2021

Welcome everyone! Nice to see a few people face to face.

- **Parents welcome on site:**

As you can appreciate we have a large student cohort and in order to ensure a successful transition for all we are requesting that all school community members please read the important information provided on Skoolbag today. These changes will come into effect from Monday 15 March and will begin with Kindergarten, Year 1 and Year 2.

On site events coming soon:

- Week 9 (22 – 26 March) Parent Teacher Interviews (K and Years 1-4 onsite & Years 5&6 Zoom)
- Week 10 (Wed 31 March, 9-11am) K-2 Easter Hat parade and Welcome morning tea,
- Week 1, Term 2 (Wed 21 April, 4pm – 5.30pm) Years 3-6 Welcome BBQ,
- Term 2 Assemblies commence and we can schedule a
- SCPS Working Bee

NB: The Book Fair will be virtual & Grandparents Day has been moved to the official time in September.

- **Google classrooms**

We know you love seeing what is happening inside our classrooms, so don't forget...each class has set up a Google Classroom to help maintain the link between home and school. Each Friday, teachers post photos from the week. Using your child's login details below, you can join their Google Classroom to view the photos each week.

- **School Pride**

We need your vigilance in ensuring your children wear the correct school uniform every day.

- As we have an active student body we encourage black running shoes in order to keep with the school uniform and flexibility in being able to run and play.
- Additionally hats should be in good condition to support our 'Sunsafe' and 'No Hat, play undercover' procedures.
- We also expect sensible haircuts and hair ties for **all** children who have shoulder-length hair.

- **Late Arrival to School**

Thank you to all parents/carers who ensure their child is at school well before the 9:00am bell. The school day commences at 9:00am, with teacher supervision from 8:30am. Our K-2 learners continue to enter through the Tucabia street gate and our 3-6 learners enter through Moverly road gate. It is important that learners arrive at school well before 9:00am as this enables them to settle in and prepare for the school day. Learners who arrive late are immediately at a disadvantage as they miss out on the introduction to lessons and disrupt the class by their late arrival. Learners who arrive after the morning bell are required to report to the office to sign in and obtain a late note for the class teacher.

- **School Invoices**

Thank you to families who are diligently pay fees. We are grateful that we can plan for school programs and extra curricula activities. You will have received an email from the school with a direct link to payments. We understand finance is very difficult at this time of year. Please remember that if you are having financial difficulty, contact Helen in the school office to organise a payment plan.



P & C

Moverly Road, South Coogee, NSW 2034
P: 9349 4000 | F: 9349 4292
www.southcoogeepublicschool.com



Again thank you, we have greatly appreciated your patience, support and positive attitude to working together during the rollercoaster of the pandemic that has ensured the best outcomes and focussed learning for our children.

Kind Regards Trish Fisher, Principal, South Coogee PS



APPENDIX D

Presidents Report – P&C General Meeting 10th March 2021

1. Thank you and welcome to everyone. I'm really excited to be leading the exec again this year, mainly because of the amazing people that have put their hand up to help out this year – lots of new faces too which is super exciting. In the 6 years I've been at the school we haven't had this many people on Exec before!
2. I'd also like to thank all the event leads, committee leads, and class parent reps that are donating their precious time this year.
3. Banking: we are finally transitioning the banking to Clovelly Community Bank, who are great supporters of the school and community. The account is open and we'll transfer funds soon.
4. It's a Fiesta Year! But we're not sure yet if we will be going ahead with it, watch this space. We are looking to do a Colour Run in Term 2 though plus some other online activities, and hopefully in-person too.
5. Class Lists – they've all gone out to the Class parent reps, so hopefully these are being updated and redistributed. Please let us know if your class hasn't done this yet so we can chase and ensure the class parent reps have them.
6. Small Business Community –this will continue this year which is exciting. Keep an eye out for his posts on the first Tuesday of each month to promote your businesses. He is also looking to have some meet-ups.



APPENDIX E

Treasurer's Report 10 March 2021 (Term 1 Week 7)

As of 9th March, The P & C has \$58,313 in the bank account.

Since last meeting:

1. Sales from uniform shop \$4,569
2. Crazy camel fundraising profit received \$735
3. Red Dawn Security refunded the deposit paid for 2020 Twilight cinema \$110
4. No expenses paid this period