



WOODLANDS PRIMARY SCHOOL

P&C

Parents and Citizens Association Inc.

**Budget Meeting
16 March 2020 at 7.30pm in School Library**

AGENDA

- 1. Attendance and Apologies**
- 2. Approval of AGM Minutes**
- 3. Elections:**
 - i) Executive Committee Members:**

Vice President:	Nomination of Rachna Desai
Secretary:	Nominations sought
Treasurer:	Nominations sought
Assistant Treasurer:	Nominations sought
 - ii) Sub Committees:**
 - Uniform Shop Committee
 - Fundraising Committee
 - Grounds Committee
 - iii) Appointments:**
 - WACSSO Representative
 - Website Upkeep
- 4. Bank Authorisations and Revocations**
- 5. Presentation of 2020 Forecast Budget Items for Consideration**
 - i. Discussion about usual expenditure

>> Funds usually committed each year		
Project Name	Project Description	Amount Budgeted
Teacher allocation	The P&C allocated \$150 per class and specialty subject. In 2020 we have 23 teacher allocations (19 classrooms, plus Music, Science, Art and Library)	\$3,450
Donation to Year 6 Graduating T-Shirts	Every year the P&C has allocated \$50 per graduating student, however the Year 6s have handed money back in recent years as the Graduation Shirt can be sourced for \$35. In 2020 there are 74 Year 6 students.	\$3,700
Allocation for Orchard Upkeep	A yearly allocation to cover maintenance and upkeep of the school orchard.	\$2,000
Canteen Equipment Upgrade	Each year the canteen requires new equipment and to replace broken items	\$500
Buffer	For wages and canteen/uniform shop invoices	\$25,000
Total		\$34,650

ii. Discussion about school funding requests

iii. Discussion about major projects

6. General Business

7. Next meeting: Week 3 of Term 2, Monday 11 May 2020

8. Adjournment