



WOODLANDS PRIMARY SCHOOL

P&C

**Parents and Citizens Association Inc.
Annual General Meeting
24 February 2020 at 7.30pm in School Library**

MINUTES

- Attendance:** Rachna Desai, Josh Mackie, Emma Wood, Nadia Bowey, Marisa Phoebe, Rachel Thompson, Nicole Stevens, Catherine Sharbanee, Sarah Meredith, Claire Burt, Laila Ansari, Randal Adamson, Sam Wagenaar, Kylie Sutton, Chris Grubb, Annabel Pizzata.

Apologies: Ingrid Stacey, Lauren Britton, Narelle Venner, Gavin Power, Donna Carrington, Rachel McMahon, Jay Shah

- Approval of Previous Meeting Minutes**

The previous General Meeting minutes were made available prior to this meeting. The minutes were accepted without amendment.

Motion: That the minutes of the General Meeting held on 25 November 2019 are received and accepted as a true and accurate record.

Moved: Sam Wagenaar
All in favour

Seconded: Randal Adamson

- General Welcome**

The President's Report is attached in full as Attachment A below.

Motion: That the President's Report as tabled by Chris Grubb to be received and accepted.

Moved: Nadia Bowey
All in favour

Seconded: Claire Burt

- Principal's Welcome & Report**

The Principal's Report is attached in full as Attachment B below.

Items discussed not covered in the report are as follows:

- There is not as much of a turnover in terms of staff this year, usually 7-8 new staff but 2020 saw only two new staff members and two returning staff members.
- The school supply process went mostly well, with a few exceptions like the bulk order delivered to the school for items out of stock which required office coordination. Classroom teacher orders were put through Officemax, which also had delays. A parent suggested using

Campion Supplies for future years, and there was discussion on whether the bushfires in the eastern states affected delivery routes.

Motion: That the Principal's Report as tabled by Marisa Phoebe to be received and accepted.

Moved: Randal Adamson
All in favour

Seconded: Nadia Bowey

5. **Presentation of 2019 Financial Report**

The Treasurer's Report is attached in full as Attachment C below.

The P&C Profit and Loss Statement, Balance Sheet and Job Profit and Loss were tabled and are available within Attachment C.

Motion: That the Treasurer's Report as tabled by Donna Carrington to be received and accepted.

Moved: Randal Adamson
All in favour

Seconded: Sam Wagenaar

6. **Elections:**

President declared all positions opened.

i) Executive Committee Members:

Motion: Nomination for **President** – Randal Adamson

Nominated: Randal Adamson
All in favour

Seconded: Sam Wagenaar

General Executive Committee Members – Nicole Stevens, Rachel Thompson, Rachel McMahon, Josh Mackie

Nominated: Nadia Bowey
All in favour

Seconded: Claire Burt

No nominations were received for the positions of **Vice President, Secretary, Treasurer** or **Assistant Treasurer**.

ii) Sub-Committees:

Canteen Committee – Nicole Stevens

Nominated: Catherine Sharbanee
All in favour

Seconded: Nadia Bowey

No nominations were received for the **Uniform Shop Committee, Fundraising Committee** or **Grounds Committee**.

7. **Appointments:**

School Board Representative: Rachel McMahon

Nominated: Chris Grubb
All in favour

Seconded: Rachel Thompson

Class Rep Liaison: Rachel Thompson

Nominated: Rachel Thompson
All in favour

Seconded: Nadia Bowey

No nominations were received for the positions of **WACSSO Representative** or **Website Upkeep**.

A suggestion was made to investigate whether volunteer hours for P&C positions counts towards Centrelink work test for Child Care Subsidy, to incentivise people to take up positions.

8. 2020 Budget

It was discussed that the school request will be forthcoming following the Finance Committee meeting this Friday. A broader invitation for community submissions is to go out.

A general overview of the process was outlined. Chris advised that previous years have followed a two-stage process, with school requests approved at the Budget Meeting, then suggestions from parent community brainstormed at the meeting, with quotes sought then considered and finalised at the following meeting.

It was advised that there are a larger number of year 6 students for 2020, of approximately 74 students which may affect the budget. The P&C usually contributes \$50 per student, but this is a precedent set when Graduation Shirts cost \$50. In recent years, where shirts costing \$35 have been sought, the Year 6s have returned the surplus to the P&C.

9. Bank Authorisations and Revocations

This item was not dealt with given the vacant positions listed in Item 6.

10. Open discussion / brainstorm about 2020

There was a general discussion on school values and how they intersect with the lack of contributions and volunteering for the P&C. This included discussion on how the year 5 and 6 fundraising for graduation activities fits into the P&C body, and how these two groups have fractured the parent body. It was suggested that more support might be provided to year 6 parents from the P&C to get them more involved, but year 6 parents at the meeting advised they did not require assistance at the moment.

Uniform Shop Update

The meeting was advised that there is a supply issue with the green polos, with the mint green collar being difficult to source. Supplies are estimated to arrive by 16 March.

A change to the school uniform was suggested given the supply issues for the current polos. The Permapleat contract only has one year remaining of its term. The change to the uniform would be the polo only, with the fabric

changed to be more modern and resistant to stains including whiteboard markers. This would align the polos to match those worn by staff, these are dark green, with mint green side panels and white panels.

This will also be discussed at the School Board meeting, but P&C members showed support for a change to the uniform.

11. **Adjournment and next meeting date** – The meeting closed at 8.53pm. The next meeting is the Budget Meeting, scheduled for Monday 16 March 2020.

ATTACHMENT A

President's Report

2019/20 Achievements

- \$18000 – Toilet Upgrades (\$5k P&C, \$5k School, 9k Government Grant - applied for by P&C)
- \$8000 – OSH / Year 3 undercover area enclosure
- \$7000 – Kindy Entrance Mural
- \$6550 – Robot kits and coding software
- \$4200 – Musical instrument replacement and repair
- \$3600 – Teacher Classroom Allocation
- \$2500 – Home readers & library books
- \$2100 – Subsidised the Year 6 Leaver's Shirts
- \$1000 – Classroom sports equipment
- \$1000 – New Microphones for music, events & assemblies
- Greenbatch Partnership - Improved recycling collection at the school
- Adopted new constitution
- Provided the Uniform Shop and Canteen
- Transitioned to the use of a Square Reader for the uniform shop and events for EFTPOS and credit card transactions

Events

- Colour Run
- Dad's Camp Out
- Christmas Carols
- Meet & Greet

Whilst it was a quiet year regarding fundraising, we still had several activities such as the Election Day Stalls, the Hot Cross Buns and the Entertainment Books.

I would like to thank everyone who contributed to last year's P&C being able to achieve everything that it did. All the parents that contributed their time and money over the course of the year to provide a better environment and more opportunities for all of our kids to learn. I'd particularly like to thank those who were on the executive committee. Without an executive team, we don't have a P&C and the list above would be far shorter.

ATTACHMENT B

Principal's Report.

Welcome

Happy New Year and welcome to the 2020 school year.

What a difference a year makes, the mural on the OSH wall, the toilet improvements, new Small U/C area Garrison fence, refurbished central playground, new carpets in 8 rooms, painting of several areas and additional learning resources. Great examples of the P and C, School Board, school and department working together and there is no reason why 2020 can't be just as productive. The improved resources and facilities certainly lifted everyone's spirits –well done P and C. On behalf of all staff and the community I would like to Thank the P and C Office Bearers, Executive, Committee members and helper.

Staffing

Woodlands welcomes 2 new teachers (Holly Miles, Samantha Palmer) and 2 returning teachers (Meredith Webb, Claire Keenan). With the majority of staff returning, it allows the school the opportunity to start the new year and new Business Plan with confidence.

Student enrolment

468 students have commenced this year, which is 5 more than I had projected, which means we can go ahead as planned. All class sizes, except Year 1, are within the guidelines of 24 or less for P to 3 and 32 for Year 4-6. Year 1 students will have access to an additional teacher, Mrs R Blekkenhorst for 3 mornings to support English and Maths development.

2020 Personal items list

We changed to Westbook Supplies this year and the process appears to have run smoothly.

School Development Days

The three school development days proved very productive with

- some excellent professional learning being presented by our own staff to the rest of the staff.
- Further work being undertaken on operational planning and mindfulness.

The next school development day is this Friday 28 February, with the main agenda being "Teachers can code" conducted by Lynette Martin.

Lynette is a recognised Teachers Can Code Trainer, one of approx. 200 in the state.

Communication

At Woodlands PS we strive to keep parents well informed.

Parent Information Evenings. To ensure the year starts well teachers hold parent information evening to outline procedures and processes. These are getting into full swing over the next 9 school days.

Parent Teacher Interviews. Parent Teacher Interview day, Thursday 26 March (to coincide with Churchlands SHS), is focussed on your child's learning.

On –entry testing

Students in Pre-primary and Year 1 will participate in the On-entry testing program. This is basically an individualised interview assessment that covers key literacy and numeracy skills. This assessment provides teachers with valuable insights into the child which assist their planning. For the school we can look at the literacy and numeracy growth of students from PP to Year 1.

Technology

BYO iPad Year 2 to 6 preparation is in full swing. The team has been working through some technical issues with so many iPads being brought on and a new technician to boot.

Swimming

In term Year 5/6 Beach swimming is this term. Year 1-4 swimming is Term 4.

Faction Swimming Carnival. This year the Interschool Carnival had to be moved to Week 8, due to the venue not being available after Week 8. This in turn has meant our Faction Swimming carnival has had to move to earlier, Monday 9 March. Swimming training has already commenced with two very good coaches and with good numbers of students.

Churchlands SHS Tours

Throughout the school year we hold several School Tours for prospective families. Neil does a presentation in the Concert Hall. Attendees are divided into small groups for a school tour and then light refreshments are provided.

The School Tours for this Term are:

Friday 28 February 9.15am – Year 5 & Year 6 families

Friday 27 March 9.15am – PP-Year 4 families

All other School Tours throughout the year are open to all families.

The Budget

Our process, all staff members receive a preliminary budget in Term 4, 2019. If a member of staff feels they need more funds spent on an area, then they can approach the appropriate committee and request they submit to the Finance Committee for additional funds. All requests are due to the Finance Committee now.

Usually the amount requested is more than the funds available. As part of the process the Finance Committee identifies areas that the P and C might want to support.

The Finance Committee will submit to the next P and C meeting requests for funding in priority order.

ATTACHMENT C

Treasurer's Report

Summary Position as at 30 December 2019

Cash at Bank	\$18,833
Term Deposit	\$30,300*
Total funds available	\$49,133
Less contingency	\$25,000
Total funds available	\$24,133

- Additional interest of \$243 still to be recognised

Canteen

- The canteen made a loss of \$5,572 for the year, which is higher than the prior year loss of \$1,388. Revenue is lower than prior years, but canteen purchases have increased, indicating that the margin on menu items has decreased.

Uniform Shop

- The uniform shop made a profit of \$4,992 for the year, this is lower than prior year (\$8,220 profit) and did include a \$3,000 stock-take adjustment.

Other Fundraising

- The Dad's Camp Out made a profit of approximately \$2,500 and the Christmas Carols generated circa \$600.

Cash Position

- At the start of 2019 a decision was made, that in the absence of planned school improvements or projects that less fundraising would be undertaken by the P&C during 2019, to run down the high levels of cash maintained. This was in accordance with the WACSSO guidance which suggests that funds should be spent in the year that they are contributed.
- Towards the end of 2019 the Treasurer flagged difficulty in managing the liquidity without visibility of payments in and out. It was agreed at the last meeting that the term deposit should be withdrawn at the next roll-over date if required.
- To date we have managed without withdrawing the term deposit. Items that we are currently aware still need to be funded are:

School Toilet Upgrades	(5,000)
Accounting Software	(2,000)
Other possible liabilities	(4,000)
Estimated available funds	\$11,000

However we also note that \$9,100 has been received in grant funding during January 2020.

Generally speaking, the P&C commits to circa \$24,000 of funding commitments for school resource requests, class room allocations etc. It will not have capacity to fund these immediately, albeit the P&C will be able to consider the likely amount of P&C contributions which were circa \$24,000 in 2019.

The timing of cash inflows and outflows will need to be managed in the absence of additional fund-raising. Any significant additional support from the P&C for school projects will need to be attached to specific fundraising.

- All school funding requests have been met:
 - School resource requests of \$16,750 (paid)
 - Class room allocations, graduation t-shirts, orchard upkeep etc \$8,450 (not all of these amounts have been requested by the school to date)
 - Year 3 area fencing \$7,840 (paid)

31 December 2019 Financial Statements

A draft of the 2019 balance sheet, profit and loss, and job profit and loss has been circulated for this meeting.

Further adjustments relate to:

- Interest income accrual on term deposit
- Bakers delight commission
- Any further 2019 invoices paid in early 2020 to be accrued.

Thank you

A huge thanks to Sarah Meredith who has done an amazing job with the accounts payable and banking during 2019.

Woodlands Primary School P&C Assoc

c/- 7 Bentwood Ave
Woodlands WA 6018

Profit & Loss Statement

December 2019

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Income	
Canteen	
Canteen Rebates	\$0.00
Canteen Daily Takings	\$1,157.70
Canteen Online Ordering	\$2,206.40
Canteen Catering	\$0.00
Total Canteen	\$3,364.10
Uniform Shop Sales	\$5,399.34
Grade 7 Leavers Shirts	\$0.00
Year 6 Leavers Shirts	\$0.00
Fundraising	
Quiz Night	\$0.00
Derby Day	\$0.00
Read-a-thon	\$0.00
Halloween activities	\$0.00
Cake / Coffee Stall Sports Day	\$0.00
Bakers Delight	\$0.00
Lego Club	\$0.00
Recycle Cans	\$0.00
Father's Day Event Income	\$0.00
Dads Camp Out	\$100.00
Ladies Night Out	\$0.00
Cake / Coffee Stall Hot X Buns	\$0.00
Sausage Sizzle	\$0.00
Mucky Duck Event Income	\$0.00
Commission Book Lists	\$0.00
T-Towels	\$0.00
40th Anniversary	\$0.00
Meet and Greet	\$0.00
Footy Tipping	\$0.00
Dance/Disco	\$0.00
Picture Plates	\$0.00
Grade 1 Progressive Dinner	\$0.00
Entertainment Books	\$0.00
Lapathon	\$0.00
Christmas Carols/Raffle	\$1,163.45
School Diaries	\$0.00
Wembly Downs Fete	\$0.00
Election	\$0.00
Pavers - Anniversary 2014	\$0.00
A Marvellous Day - Play	\$0.00
CBA School Banking	\$145.00
Casual Day	\$0.00
Merchandise - Anniversary 2014	\$0.00
Recipe Book- Anniversary 2014	\$0.00
Fete 50th Anniversary 2014	\$0.00
Bogan Bingo	\$0.00
Colour Run	\$0.00
Total Fundraising	\$1,408.45
Other Income	
Membership Fees	\$0.00
Unaccounted for Income	\$0.00
Raffle Income	\$0.00
Classified Ads	\$0.00
Donations Received	\$0.00
P&C Infrastructure Levy	\$2,661.50
Donations - 2009	\$0.00
Donations - 2004	\$0.00
Donations - 2005	\$0.00

Woodlands Primary School P&C Assoc

Profit & Loss Statement

December 2019

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Donations - 2006	\$0.00	
Donations - 2007	\$0.00	
Donations - 2008	\$0.00	
Booklists	\$0.00	
Booklists - 2004	\$0.00	
Book Fair Sales	\$0.00	
Interest Received	\$0.00	
ANZ Credit Card Merchant Fees	\$0.00	
Election	\$0.00	
Grade 7 Leavers Shirts	\$0.00	
Heather Course Fees	\$0.00	
Safety House	\$0.00	
Roadwise Funds	\$0.00	
Refund Insurance	\$0.00	
Bank West - Grant	\$0.00	
Bubbla - Comm	\$0.00	
Bakers Delight Comm	\$0.00	
Refund Bank Fees	\$0.00	
Year 6/7 Glowstix	\$0.00	
Total Other Income	\$2,661.50	
Total Income		\$12,833.39
Cost Of Sales		
Canteen Purchases	\$1,233.17	
Opening Stock - Canteen	\$0.00	
Closing Stock - Canteen	\$0.00	
Uniform Shop Purchases	\$0.00	
Stolen Stock Costs	\$0.00	
Opening Stock - C/Exch	\$0.00	
Closing Stock - C/Exch	\$0.00	
GST -Stock	\$0.00	
Stock Write-off - C/Exch	\$3,518.75	
Total Cost Of Sales		\$4,751.92
Gross Profit		\$8,081.47
Expenses		
General Expenses		
Bank Fees & Other Fees	\$15.00	
Square Reader Fees	\$0.00	
Insurance	\$0.00	
Meeting Expenses	\$0.00	
General Expenses	\$0.00	
Advertising	\$0.00	
Postage & Stationery	\$0.00	
WACSSO	\$0.00	
Gifts&Farewells	\$0.00	
Safety House	\$0.00	
Square Reader Costs	\$88.06	
Total General Expenses	\$103.06	
Fundraising		
Dance & Discos	\$0.00	
Easter Activities	\$0.00	
Hot Cross Bun fundraiser	\$0.00	
Book Sale	\$0.00	
Quiz Night	\$0.00	
Quiz Night Furniture Hire	\$0.00	
Meet and Greet	\$0.00	
Election Sausage Sizzle/Cakes	\$0.00	
Halloween activities	\$0.00	
Sausage Sizzle	\$0.00	

Woodlands Primary School P&C Assoc

Profit & Loss Statement

December 2019

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Father's Day Activities	\$0.00
Dads Camp Out Entertainment	\$0.00
Dads Camp Out Expenses	\$0.00
Christmas Carols/Raffle	\$573.50
Ladies Night Expenses	\$0.00
T-Towels	\$0.00
Recipe Books	\$0.00
Foot Tipping Prize Money	\$0.00
Glostix	\$0.00
Mucky Duck Expenses	\$0.00
Entertainment Books	\$0.00
Picture Plates	\$0.00
Lap-a-thon	\$0.00
School Diaries	\$0.00
Christmas Carols	\$0.00
Grade 7 Morning Tea	\$0.00
Election	\$0.00
A Marvellous Day	\$0.00
50th Anniversary	\$0.00
Pavers - Anniversary 2014	\$0.00
Recipe Book - Anniversary 2014	\$0.00
Merchandise - Anniversary 2014	\$0.00
Fete - 50th Anniversary 2014	\$0.00
Bogan Bingo	\$0.00
Derby Day	\$0.00
Interschool sports float/sushi	\$0.00
Total Fundraising	\$573.50
Thermometer	\$0.00
Roadwise	
Chain - RW	\$0.00
RW - Paint	\$0.00
Re "Foot Steps" etc - RW	\$0.00
Stationery Items - RW	\$0.00
Colour Run Commission & Prizes	\$0.00
Total Roadwise	\$0.00
Canteen Expenses	
Canteen Staff	\$1,714.30
Canteen - Super	\$414.28
Canteen General Expenses	\$0.00
Canteen Purchases	\$0.00
Canteen Online Merchant fee	\$60.68
Stationery & Office Supplies	\$0.00
Superannuation	\$0.00
Petty Cash - F & V (fresh)	\$0.00
Licences & Fees	\$0.00
Donations/Class F/Raising	\$0.00
Insurance	\$0.00
Total Canteen Expenses	\$2,189.26
Clothing Exchange Expenses	
Uniform Online Merchant Fee	\$6.04
Clothing - Wages	\$0.00
Stock adjustment	\$0.00
Uniform Purchases	\$3,042.16
Stationery (C/Exc)	\$0.00
Delivery	\$0.00
Stock - written off	\$0.00
Insurance	\$0.00
Total Clothing Exchange Expenses	\$3,048.20
Other Expenses	
Canteen Renovations	\$0.00
General Expenses	\$0.00

Woodlands Primary School P&C Assoc

Profit & Loss Statement

December 2019

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Technology Fund Spend	\$0.00
Blinds Room 17/18	\$0.00
Kindy Resources	\$0.00
Athletics Board	\$0.00
Front Landscaping	\$0.00
Scooter Cage	\$0.00
Library Window Tinting	\$0.00
AMD - A Marvellous Day	\$0.00
Safety House	\$0.00
Logo Design	\$0.00
School Signage	\$0.00
Grounds Work	\$0.00
2011 Classroom Allocations	\$0.00
Donations to School Incursions	\$0.00
Yr Presentation Books	\$0.00
50th Anniversary	\$0.00
Greenbatch Recycling Costs	\$0.00
Total Other Expenses	\$0.00
Budget Items	
Class Allocations - Teachers	\$0.00
Class Allocations - Excursions	\$0.00
Piano	\$0.00
Science resources	\$0.00
Netball/basketball courts	\$0.00
School Camps	\$0.00
Trough for 'Old Canteen'	\$0.00
P/P sink / cupboard	\$0.00
Lego Resources	\$0.00
Canteen Items	\$0.00
Library - Blinds	\$0.00
Library - Chairs	\$0.00
Canteen Printer	\$0.00
Lego Club Prizes	\$0.00
PP2 Outside Door	\$0.00
PP2 Hot Water System	\$0.00
Kindy Playground Renewal	\$0.00
Kindy Resources	\$0.00
2019 OSH and Year 3 Fencing	\$0.00
Literacy Resources	\$0.00
Library Books & Videos	\$0.00
Library Allocation	\$0.00
Netball Equipment	\$0.00
Landscaping	\$0.00
Drama - Teacher Subsidy	\$0.00
Life Ed Van Subsidy	\$0.00
Aqua Fun Night Ribbons	\$0.00
Teakwood Kindergarten Donation	\$0.00
Printers (2)	\$0.00
Digital Cameras (2)	\$0.00
CD Players	\$0.00
Jellybeans Music Recorder Prog	\$0.00
Mathletics	\$0.00
A3 Laminator	\$0.00
Whiteboard Easels	\$0.00
Art Drying Racks	\$0.00
Netball / Basketball Markings	\$0.00
Canteen Renovations	\$0.00
Kindy Verandah	\$0.00
Pre-Primary Airconditioning	\$0.00
Library Air-conditioning	\$0.00
Pre-Primary Airconditioning	\$0.00

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Profit & Loss Statement

December 2019

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Pre - Primary Portable Oven	\$0.00	
Marquees (3)	\$0.00	
Library landscaping	\$0.00	
Ampitheatre Turf	\$0.00	
Room 16 Airconditioning	\$0.00	
Old library re paint	\$0.00	
Digital Projector	\$0.00	
Outdoor PA System	\$1,016.00	
Hoki stools	\$0.00	
White Board	\$0.00	
Year 6 leavers shirts	\$0.00	
Year 7 Camp	\$0.00	
Technology Fund	\$0.00	
Library Window Tinting	\$0.00	
Blinds Room 17/18	\$0.00	
Front Landscaping	\$0.00	
Athletics Board	\$0.00	
Scooter cage	\$0.00	
Urban Orchard	\$0.00	
Nature Playground - Infrastruc	\$0.00	
Nature Playground - Design	\$0.00	
Mosaic Project	\$0.00	
Shade Sail	\$0.00	
Music Program	\$0.00	
Maths Program	\$0.00	
Phys Ed Class Sets	\$0.00	
Junior Choir Shirts	\$0.00	
Protective Behaviours	\$0.00	
Emotional Intell courses WPS	\$0.00	
Classroom Fixtures-Powerpoints	\$0.00	
Kindy Mural 2019	\$7,091.00	
Total Budget Items	\$8,107.00	
Total Expenses	<u>\$14,021.02</u>	
Operating Profit	<u>-\$5,939.55</u>	
Other Expenses		
Suspense	\$0.00	
Total Other Expenses	<u>\$0.00</u>	
Net Profit/(Loss)	<u>-\$5,939.55</u>	

Woodlands Primary School P&C Assoc

Job Profit & Loss Statement

January 2019 through December 2019

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Account Name	Selected Period	Year to Date
1 Canteen		
Income		
Canteen Daily Takings	\$10,793.40	\$10,793.40
Canteen Online Ordering	\$24,591.50	\$24,591.50
Total Income	<u>\$35,384.90</u>	<u>\$35,384.90</u>
Cost of Sales		
Canteen Purchases	\$17,214.30	\$17,214.30
Total Cost of Sales	<u>\$17,214.30</u>	<u>\$17,214.30</u>
Expense		
Insurance	\$486.00	\$486.00
Canteen Staff	\$17,103.29	\$17,103.29
Canteen - Super	\$1,201.12	\$1,201.12
Canteen Purchases	\$3,394.54	\$3,394.54
Canteen Online Merchant fee	\$604.08	\$604.08
Superannuation	\$346.67	\$346.67
Canteen Items	\$607.00	\$607.00
Total Expense	<u>\$23,742.70</u>	<u>\$23,742.70</u>
Net Profit (Loss)	<u>-\$5,572.10</u>	<u>-\$5,572.10</u>
10 Election 2019		
Income		
Sausage Sizzle	\$40.00	\$40.00
Election	\$632.87	\$632.87
Election	\$5,722.05	\$5,722.05
Total Income	<u>\$6,394.92</u>	<u>\$6,394.92</u>
Expense		
Election Sausage Sizzle/Cakes	\$1,169.77	\$1,169.77
Total Expense	<u>\$1,169.77</u>	<u>\$1,169.77</u>
Net Profit (Loss)	<u>\$5,225.15</u>	<u>\$5,225.15</u>
2 Clothing Exchange		
Income		
Uniform Shop Sales	\$38,469.64	\$38,469.64
Total Income	<u>\$38,469.64</u>	<u>\$38,469.64</u>
Cost of Sales		
Uniform Shop Purchases	\$5,208.50	\$5,208.50
Stock Write-off - C/Exch	\$3,518.75	\$3,518.75
Total Cost of Sales	<u>\$8,727.25</u>	<u>\$8,727.25</u>
Expense		
Square Reader Fees	\$118.08	\$118.08
Square Reader Costs	\$140.52	\$140.52
Stationery & Office Supplies	\$40.12	\$40.12
Uniform Online Merchant Fee	\$181.54	\$181.54
Uniform Purchases	\$24,085.69	\$24,085.69
Stationery (C/Exc)	\$183.75	\$183.75
Total Expense	<u>\$24,749.70</u>	<u>\$24,749.70</u>
Net Profit (Loss)	<u>\$4,992.69</u>	<u>\$4,992.69</u>
3b Bakers Delight		
Income		
Bakers Delight	\$4.50	\$4.50

Woodlands Primary School P&C Assoc

Job Profit & Loss Statement

January 2019 through December 2019

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Account Name	Selected Period	Year to Date
3b Bakers Delight		
Cake / Coffee Stall Hot X Buns	\$1,772.50	\$1,772.50
Bakers Delight Comm	\$458.41	\$458.41
Total Income	<u>\$2,235.41</u>	<u>\$2,235.41</u>
Expense		
Hot Cross Bun fundraiser	\$1,303.50	\$1,303.50
Total Expense	<u>\$1,303.50</u>	<u>\$1,303.50</u>
Net Profit (Loss)	<u>\$931.91</u>	<u>\$931.91</u>
3d Meet and Greet		
Income		
Meet and Greet	\$374.55	\$374.55
Total Income	<u>\$374.55</u>	<u>\$374.55</u>
Expense		
Meet and Greet	\$990.00	\$990.00
Total Expense	<u>\$990.00</u>	<u>\$990.00</u>
Net Profit (Loss)	<u>-\$615.45</u>	<u>-\$615.45</u>
3r Christmas Carols		
Income		
Christmas Carols/Raffle	\$1,163.45	\$1,163.45
Total Income	<u>\$1,163.45</u>	<u>\$1,163.45</u>
Expense		
Christmas Carols/Raffle	\$573.50	\$573.50
Total Expense	<u>\$573.50</u>	<u>\$573.50</u>
Net Profit (Loss)	<u>\$589.95</u>	<u>\$589.95</u>
3w Dads Camp Out		
Income		
Dads Camp Out	\$4,633.82	\$4,633.82
Total Income	<u>\$4,633.82</u>	<u>\$4,633.82</u>
Expense		
Dads Camp Out Expenses	\$2,106.76	\$2,106.76
Total Expense	<u>\$2,106.76</u>	<u>\$2,106.76</u>
Net Profit (Loss)	<u>\$2,527.06</u>	<u>\$2,527.06</u>
3x Colour Run		
Income		
Colour Run	\$9,439.98	\$9,439.98
Total Income	<u>\$9,439.98</u>	<u>\$9,439.98</u>
Expense		
Colour Run Commission & Prizes	\$387.97	\$387.97
Total Expense	<u>\$387.97</u>	<u>\$387.97</u>
Net Profit (Loss)	<u>\$9,052.01</u>	<u>\$9,052.01</u>
4b P & C Donations		

Woodlands Primary School P&C Assoc

Job Profit & Loss Statement

January 2019 through December 2019

Page 3

Account Name	Selected Period	Year to Date
4b	P & C Donations	
Income		
Membership Fees	\$25.00	\$25.00
Donations Received	\$1.00	\$1.00
P&C Infrastructure Levy	\$24,186.50	\$24,186.50
Total Income	<u>\$24,212.50</u>	<u>\$24,212.50</u>
Expense		
Class Allocations - Teachers	\$20,350.00	\$20,350.00
Junior Choir Shirts	\$1,697.50	\$1,697.50
Total Expense	<u>\$22,047.50</u>	<u>\$22,047.50</u>
Net Profit (Loss)	<u>\$2,165.00</u>	<u>\$2,165.00</u>
8	Budget Expenditure	
Expense		
2019 OSH and Year 3 Fencing	\$7,840.00	\$7,840.00
Kindy Mural 2019	\$7,091.00	\$7,091.00
Total Expense	<u>\$14,931.00</u>	<u>\$14,931.00</u>
Net Profit (Loss)	<u>-\$14,931.00</u>	<u>-\$14,931.00</u>
9	Other Income & Expense	
Income		
CBA School Banking	\$895.00	\$895.00
Interest Received	\$299.92	\$299.92
Total Income	<u>\$1,194.92</u>	<u>\$1,194.92</u>
Expense		
Bank Fees & Other Fees	\$73.74	\$73.74
Square Reader Costs	\$59.00	\$59.00
Outdoor PA System	\$1,016.00	\$1,016.00
Year 6 leavers shirts	\$2,250.00	\$2,250.00
Total Expense	<u>\$3,398.74</u>	<u>\$3,398.74</u>
Net Profit (Loss)	<u>-\$2,203.82</u>	<u>-\$2,203.82</u>

Woodlands Primary School P&C Assoc

c/- 7 Bentwood Ave
Woodlands WA 6018

Balance Sheet

As of December 2019

23/02/20
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Assets

Cash on Hand		
General Cheque Account	\$18,832.63	
Term Deposit	\$30,299.92	
Building Fund (Donations)	\$0.00	
Library Fund (Donations)	\$0.00	
Clothing Exchange - Cash Float	\$100.00	
Fundraising Cash Float	\$0.00	
Unbanked Canteen Takings	\$0.00	
Unbanked Fundraising	\$0.00	
Total Cash on Hand		\$49,232.55
Debtors		
Trade Debtors	\$0.00	
Sundry Debtors	\$1,135.00	
Deposits	\$0.00	
P&C Contribution W.P.S	\$0.00	
Total Debtors		\$1,135.00
Stock-on-Hand		
Canteen Stock	\$300.00	
Canteen cash float	\$50.00	
Clothing Exchange Stock	\$20,029.45	
Total Stock-on-Hand		\$20,379.45
P & C Assets		
Airconditioner	\$0.00	
Less: Accum Deprec (33.33%x3)	\$0.00	
Total P & C Assets		\$0.00
QIF Register Source Account		\$0.00
Total Assets		\$70,747.00

Liabilities

Creditors		
Trade Creditors	\$0.00	
HP Finance		
HP Liability - A/Con	\$0.00	
Less: Term Charges (A/Con)	\$0.00	
Total HP Finance		\$0.00
Total Creditors		\$0.00
Unpaid Canteen Accounts		\$0.00
Unpaid Uniform Accounts		\$0.00
Unpaid Colour Run Accounts		\$0.00
Super Accrual Payable		\$414.28
Annual Leave Accrual Payable		\$621.29
PAYG withholding		\$0.00
GST Liabilities		
GST Paid	-\$214.69	
GST Collected	\$0.00	
GST Clearance/Rounding	\$0.00	
Group tax Liability	\$0.00	
Total GST Liabilities		-\$214.69
Income Rec'd in Advance		
2007 - P & C Donations	\$0.00	
Woodlands School	\$0.00	
Booklists - 2004	\$0.00	
P & C Donations - 2009	\$0.00	
P&C Donations - 2005	\$0.00	
School Diaries	\$0.00	
Total Income Rec'd in Advance		\$0.00
Other Funds Held on Behalf of:		
Woodlands Netball	\$0.00	

Woodlands Primary School P&C Assoc

Balance Sheet

As of December 2019

23/02/20
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Yr 7 - Fundraising	\$0.00	
Camp 2009 Funds	\$0.00	
Camp 2010 Funds	\$0.00	
Jill Gerard - Urban Orchard	\$0.00	
N Bowey	\$0.00	
Woodlands Primary	\$0.00	
Deposits to be allocated	\$0.00	
Footy Tipping Prizes	\$0.00	
Everyday Hero Colour Run Comm	\$0.00	
Total Other Funds Held on Behalf of:	<hr/>	\$0.00
Total Liabilities		<hr/> \$820.88
Net Assets		<hr/> \$69,926.12
Membership Funds		
Accumulated Funds b/fwd	\$68,889.39	
Current Surplus (Deficit)	\$1,036.73	
Historical Balancing Account	\$0.00	
Total Membership Funds	<hr/>	<hr/> \$69,926.12