



WOODLANDS PRIMARY SCHOOL P&C

Parents and Citizens Association Inc. Exec General Meeting 10 March 2022 at 7.30pm by TEAMS

AGENDA AND MINUTES

1. Attendance

- . Rachna Desai, Fiona Chromiak, Pippa Farrelly, Lareina Learnihan, Andrew North

2. Apologies

- . Nicole Stevens, Rachel McMahon

3. Treasurer (attached)

- . Uniform shop needs square terminal
- . Lower transaction rate
- . Approx. \$440
- . Wifi extender \$50
- . Scanner – not essential
- .

4. Executive Team Email Account Access / Expectations

- . Ongoing conversations

5. Microsoft Storage

- . Currently using GoogleDrive – proposal to move to Microsoft OneDrive

6. Canteen Update

- . Delayed the opening of the Canteen to Term 2 – notice has been distributed via Compass
- . First open day – Wednesday, 27 April
- . Quickcliq is being updated with the new menu
- . Information to be communicated via Compass
- . Woodlands community facebook page; voluntary work

7. Fundraising – Considerations to be made to COVID

- . Catherine Sharnabee happy to assist, has ideas
- . Election – possibly sit out due to COVID?
- . Each year level assigned to a fundraising task
- . Hot Cross Buns – year 1, check with Lauren Britton
- . Colour run
- . Read-a-thon
- . Dad's camp out
- . Cookie Dough

8. Uniform Shop

- . Now open weekly on a Friday
- . Compass notification has been communicated

- . Consider opening the uniform shop every second week, online orders will continue to be filled on a weekly basis
- . Wifi extender and square terminal. Voted in by 5 members of the P&C Executive committee

9. AGM Date

- . Only one per year
- . Must be within four months of EOFY
- . Propose to change EOFY to 30 Jun – meaning the next one will be term 4, 2023
- . Proposal to change the meeting to the end of the year – to be voted in

10. School Items Wish List

<u>Item</u>	<u>Cost</u>	<u>Staff</u>
Ripper Skipper T-shirts	\$576	Courtney Jones
Inter-school shirts (70)	\$2 500	Courtney Jones
Seesaw	\$3 189	Sarah McCormick
Letters and Sounds Resources	\$2 500	Gemma Roberts
Decodable Reading Books (Yrs1-3)	\$3 000	Gemma Roberts
Plush Rug for Kindergarten	\$800	Shellie Carter
Pre-Primary Classroom Furniture	\$15 000	Marisa Phoebe
Total	\$27 565	

11. Increase Reserve Fund

- . Discussed in the last meeting to change the reserved fund from \$25,000 – proposal to change to a higher amount of \$35,000? Must return to \$25,000 by the end of the financial year.
- . Rachel and Andrew to write a motion – must be voted in next meeting (budget meeting). Community requires 7 days' notice.

12. Next Meeting

Budget Meeting – Week 8, 21 March 2022
Meeting invitation to be distributed