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GENERAL MEETING – 12 SEPT 2023

WESS P&C EXECUTIVE

Vanessa Bertagnole – President
Ece Ażman – Vice President
Mardi Watson – Secretary
David Woolley – Treasurer



P&C ASSOCIATION
WEST END STATE SCHOOL

President's Overview

AUGUST 2023

Hi everyone,

In term 4, The Executive team will be embarking on our strategic review in the wake of the school's planning sessions. We are hoping to use it as a roadmap for our organisation for the next several years. It will allow us to reflect on what is important to our members and school community and will also help us align to the school's strategic plan and priorities. Major stakeholders including the school's senior leadership, P&C members, volunteers and staff will also be consulted. A strategic plan will also help orientate new members, volunteers and committee members to WESS P&C. The results of our major P&C survey that went out to the entire school community in May will be published this month and will also be used in this process.

Last month P&C Executives and staff attended the P&Cs QLD State Conference and attended some great workshops. We also got to share skills and knowledge with other P&C members from across the state. We were very proud to receive accolades in the Fundraising Impact category at the annual P&C Awards. We are already eyeing off some other Awards we might go for next year. We are always looking for ways to improve our P&C and find new and better ways of working. Please feel free to share your ideas and feedback either at meetings, chit chats or send us an email.

I want to make a special mention here to one of our members and volunteers, Jo Lock, who did an exceptional job organising the Father's Day Stall. As these stalls continue to grow, they are getting more difficult to prepare and organise. We are keen to explore other ideas in this space. In the end, we had around 45 volunteers pitch in to help out. We greatly appreciate all your efforts, big and small - they make a significant impact on the students and help contribute to a positive educational experience.

Sincerely,

Vanessa Bertagnole

Outside School Hours Care

For the month of August

- Pupil free day (gardening day) ran smoothly, we had 116 children booked in.
- OWNA transition went well, we are still waiting on families to set up their direct debit.

Grace (new admin) will be keeping a close eye on billings and families owing.

- Vacation care bookings are open, parents are now able to book via the app. 75% of parents have found the process easy.
- Staff are now able to do all compliant checks, accident/ injury forms on OWNA this has helped with the excessive printing.
- Re-enrolment scheduled for October 2023. Coordinators to forecast numbers for each grade this month in preparation for new enrolments for 2024.

Total Enrolment number to date: 627

After School Care Student Wait List: (priorities in green)

Mon	Tues	Wed	Thur	Fri
1/0	24/0	46/0	24/0	0/0

Average booking numbers :

Session	Mon	Tues	Wed	Thurs	Fri
BSC	79	91	88	95	74
ASC	284	286	262	276	272

Current Staffing Numbers: 45 (Qualified 22)

Scheduled Training for Term: First aid training scheduled for Tuesday 5th September.

Compliance and department :

- Fire Drill planned for September

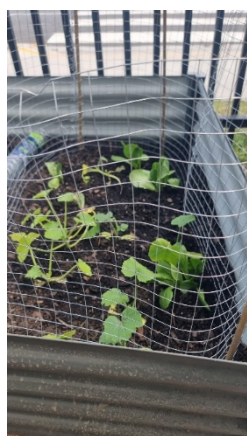
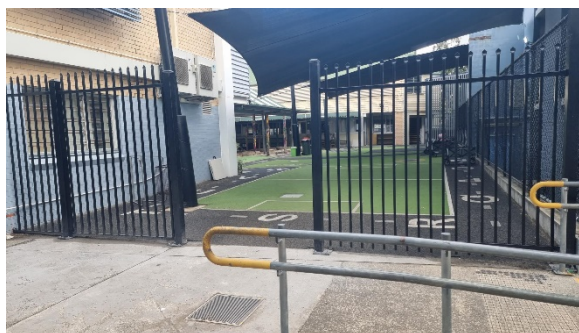
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- New sign board purchased, being assembled and displayed in next few weeks to assist with messaging.
 - The service was contacted by ECEC in regard to a complaint lodged by a parent utilising the service. The service takes all complaints seriously and co-ordinators have been working co-operatively with ECEC to provide all relevant documentation. Outcome is still pending.
 - The application to increase the service's license from 300-400 was submitted earlier this term. The department have been assessing the application with further documentation provided as requested. Next steps will involve a visit from the department which we are looking forward to. Anticipating to realise the increase for Term 1 2024. Term 4 2023 will be utilised to increase staffing numbers, resources and upgrades to the space in anticipation.

Programming and improvements:

The fence was finally installed over the weekend of the 2nd Sept. A manufacturing issue with the hinge delayed the install of the gate which was rectified within the week.

The team have been hard at work focussing on sustainability with newly installed garden beds in

the OSHC outdoor play area. The space that used to have the old playground will now be utilised as a more organic nature space. A mixture of herbs and flowers and vegetables are being planted and nurtured and we're all looking forward to seeing how they flourish!



Tuckshop / Cafe

Tuckshop Liaison Officer – Imogen Cesnick

- Volunteers – Volunteer numbers vary. This time of year has posed challenges due to seasonal illnesses.
- Upcoming – Term 4 menu is being developed. It is the busiest time of the year. Sushi returns on Wednesdays and has always been popular. Frozen item sales increase also
- Sales – Average weekly order numbers:

Monday	Tuesday	Wednesday	Thursday	Friday
~300`	~300	~380	~380	~550

Top Sellers –

- Hamburgers
- Butter Chicken
- Bolognaise Pasta
- Macaroni Cheese

There has been an increase in fresh sandwiches, salads & wrap orders over the past few weeks. Fruit salad sales have increased as well.

Zooper Doopers remain popular even during the cold weather.

Tuckshop and Café both looking to cease trading Wed 6th Dec in alignment with previous year.

Uniform Shop

Liaison Officer – Maria Kastrissios

A lot of good ideas were explored at the P&C conference last month in terms of uniform supplies.

New items being explored for introduction are:

- Change of design of school backpack
- Reversible washable bucket hats (school logo + house colours)
- House/School branded swimming towels
- Hair accessories

Helen continues to be kept busy meeting the new prep students on Mondays.

This term so far has seen her meet many new families from both interstate and overseas.

Community Engagement

Liaison Officer – Lauren Hudson

- Working with the parent reps to let them know what's on and where P&C need a hand
- The signal apps are very active, and we get a lot of engagement
- All the parent reps have organised with class catch ups and there has been good engagement and participation in the year 5-year level
- Homework seems to a source of anxiety for families so I have been trying to assist parents where I can and explain some of the task requirements
- Year 4 families help each other out and send through class spelling lists
- Call out to see if there were any parents who sew and that were willing to make some scrunchies and repurpose some old school uniforms into cushions for the kids when they do outdoor learning. There were a few interested mums who said they were happy to make things but were unable to come into school for scheduled sessions and preferred to make it a project at home when they had the time.

Fundraising

Liaison Officer – Katherine Bishop

Father's Day – Joanne Lock

Money

- Most children brought their money in however there were a few classes where very few came prepared.
- a small number of kids came with \$7 or \$8 and we just let them buy a gift.

Best Sellers

- herbs and flowers, coffee mugs and tea pots, adidas water bottles & protein shakers (with a Milo!)

Future Planning:

- More healthy food options
- do not buy 200 pairs of socks 😞
- the gym towels were not popular, we have heaps left
- provide option to purchase voucher 'money' via Flexischools for those without cash
- Catalogue items harder to move without added incentive item (eg food or play item) which was time consuming to execute and bundle
- as the school size increases, may be difficult to execute over 2 days.
- a very time consuming event to plan. Definitely needs to be planned earlier with a core group to see it through.

Takings: Final count has not been made but in excess of \$9500

Outgoings: Approved budget of \$7500 but expected to be below. Excess remaining stock valued at over \$1200. Final numbers not yet available.

Movie Night– Katherine Bishop (3 November 2023)

Key Information – planning: upper oval from 5pm doors open – 9:00pm

Free community event - 900 capacity. Community will need to pre-register online to attend to manage venue capacity, donation optional.

Pick 2 gates for access for check in 900 capacity - sell 850.

Extremely limited tickets available at the door for \$10

Proposed budget requiring approval: \$6000

Costings:

Movie license: ~\$600

Screening (by Brisbane Movie Nights): \$2100

P&C will seek sponsorship from local businesses to cover costs.

Proposed Income Sources:

1.Bar / soft drinks

2.pre-purchased picnic boxes + kids picnic boxes (similar to Quiz night) available to collect on the night

3.OMG! Decadent Donuts gluten free, vegan food truck (kickback to P&C from donuts sold)

4.Pizza Slice Food truck (to be investigated)

5.Containers for change (to be investigated)

6.Food Sponsors:

- Lolly bags - P&C can make up to sell. Sponsor sought to cover cost of lollies - their branded sticker on bags
- Popcorn - can borrow popcorn machine from another P&C. Sponsor sought to cover cost of popcorn
- Sausage Sizzle - approach local Souths Rugby League club - Run drills and activities for kids before movie - Rugby Club runs BBQ

7. Event sponsors

Volunteer Requirements

Ticket checkers at doors – to make sure people have registered

Bar / snack shop staff

Make up picnic boxes

Make up lolly bags

Sausage sizzle

Clean up oval at end of event

First aid officers

Working group for sponsorship & event co-ordination/marketing - Katherine to lead

Grants

Grants Liaison Officers – Phuong Trinh & Li-Ann Leon

The grants team and Vanessa will meet with the school leadership next week to discuss priorities on capital works for the school, to strategize on which items can be funded via grants.

Phuong has been exploring new avenues of funding to fund shade structures on the school and is exploring the possibility of applying for the Star community grants: we are discussing the suitability of the grant with school leadership. Li-Ann is progressing with the Qld State Gov Active School Travel Grant (approved in previous P&C meeting).

Plans to apply for the Community Gambling Benefit fund (super round, \$100k, Q1 2024) remain in place.