

Burwood Public School P&C Association

Minutes of the General Meeting

Friday 15 November 2024, YMCA and Google Meets

Attendance: Wendy Tu (Chair), Kim Self (Principal), Amenah Mourad (Deputy Principal), Aysha, Judy Bai, Brian Diep, Abbas Ghulam, Jane Huynh, Mia Kim, Thi Bich Dao Nguyen, Kat Oxley, Dayana Rameres, Yi (Mary) Wang, Lucy Wen, Sek-Mun Wong, and James Yakoumelos.

Apologies: Michelle Ly, Yeyi Tang, Isabel Doyle, Margaret Zawada.

The Meeting commenced at approximately 9:10am. Set out below are the salient points discussed during the Meeting.

Acknowledgement of Country:

Wendy opened the meeting by acknowledging that we are meeting on the land of the Wangal people, and she paid her respect to elders past and present.

Minutes of Previous Meeting:

Minutes of the previous meeting on 18 October had been distributed. An error was noted with the date of the next Social Club (to be corrected to 25 October). The document was subsequently accepted as a true and accurate record of the meeting.

Moved: Jane

Seconded: Sek-Mun

Carried

Reports:

a) **Principal** – Kim Self

- Kim thanked the P&C and volunteers for successful disco and kindergarten orientation events. The disco was well-received, with high student engagement, especially from Stage 3 students. Student leaders organized bubble tea sales at the disco, which was seen as a valuable learning experience.
- The executive director is visiting the school to discuss attendance and literacy/numeracy performance. The school's attendance is strong, only impacted by overseas travel. The school's literacy and numeracy results are notably good, attracting attention from ACARA. The school has been focusing on implementing phonics, vocabulary, and math reasoning skills.
- Kindergarten 2025 enrollment numbers were currently sitting at 58. Ideas were discussed for promoting the school, including holding an evening information session early in the year and organizing school tours.

- Library damage update. The water has been dried out and new carpet laid. Waiting on update to reopen. Awaiting report on roof (root causes).
- Play equipment - Kim raised building this in instalments, say around \$20,000-\$30,000 at a time. Discussion about possible location to build.
- Kim suggested portable soccer posts.
- Sponsorship/advertising was discussed.
- Thanked the P&C for the purchase of six document cameras (also called 'ladybirds'). These cameras project onto interactive whiteboards and are useful for various teaching activities.
- Confirm Thursday 6th February 2025 is the start day K-6.

b) **President**

- School disco was a great success raising approximately \$7000. We had 50 volunteers on the day and overall feedback was positive. Thank you to Coro88 for their sponsorship of \$3500 which helped to cover the costs of the event.
- Wendy has spoken to MP Jason Yat-sen Li regarding the library flooding.

c) **Secretary** – Brian passed on thanks from Amenah Mourad and Wendy Stead to the P&C for organising the teachers lunch.

d) **Treasurer** – A breakdown of the amounts for period 1 October to 31 October is shown below:

Opening balance	54,012.39
<i>Deposits</i>	
Uniform shop - clothing	4,299.00
P&C events	
Disco Party	2,255.00
Total deposits	6,554.00
<i>Withdrawals</i>	
Uniform shop - stock	- 5,543.92
P&C events	
Disco Party	- 2,952.62
Total Withdrawals	- 8,496.54
Closing balance	52,069.85
Per bank	52,069.85
Variance	-

e) **Uniform Shop**

- Sales are slow which is expected for this time of year.
- Sales for around 20 new kindy kids during Kindergarten orientation.
- The new pants and shorts will be available for sale next year.
- There was a brief discussion about uniform shop opening times at the start of 2025. Mia will set the times and advise accordingly.

f) **Website/social media**

- A recent report of the web site statistics was distributed.
- Website traffic has dropped off after the school disco and kindergarten orientation.
- There was discussion about reclaiming the BPS P&C Facebook page.
- There was discussion about having a year parent representative in social media/Wechat to help with communicating.

Business Arising from Previous Minutes/Meeting:

a) **Purchase of document cameras**

- Motion to approve \$3594 to purchase six document cameras (aka “Ladybirds”) for the school.

Moved: Wendy

Seconded: Sek-Mun

Carried

b) **2024 Volunteers Thank You morning tea**

- Motion to approve \$400 for catering for the Volunteers Thank You morning tea to be held on 13 December 2024.

Moved: Kat

Seconded: Lucy

Carried

c) **2024 Year 6 Farewell**

- The bubble tea stall raised \$1700 – with 50% being shared with the Year 6 student leaders (\$850). There was discussion that this money was earned by the students as part of their partnership with the P&C, and was therefore separate to any amount the P&C would contribute to their farewell.
- Motion to approve \$700 for the Year 6 Farewell, in line with previous years contributions (total of \$1550 to be provided).

Moved: Wendy

Seconded: Sek-Mun

Carried

General Business:

a) **2025 Welcome back to school event**

- The Pure Gelato cart has been booked for 14 February 2025 (Term 1, Week 2).

b) **Uniform Review**

- A strategy to phase out older items and bring in new items was discussed.
- The P&C is looking to update the school polo shirt and phase out the sports shirt over time. This would make it easier for parents to have only one shirt to purchase.
- It was agreed that quality would be prioritised over price, as the shirts would wash better and last longer.

c) **2025 Proposed events**

- Wendy put forward a proposed calendar of events for 2025, open for discussion and feedback.
- There was discussion about the 2025 major fundraiser being a Colour Run again (last held in 2022) – however the P&C would like to explore running this ourselves to maximise profits.

Next Meeting:

The next P&C General Meeting is to be held on Friday 21 February 2025 at 9:00am.

The meeting closed at 11:10am.