

## **Burwood Public School P&C Association**

### **Minutes of the General Meeting**

Friday 21 March 2025, School Hall and Google Meets

**Attendance:** Wendy Tu (Chair), Amenah Mourad (Relieving Principal), Julie Birchley (Relieving Deputy Principal), Judy Bai, Nabina Pandit Thapa Chhetri, Brian Diep, Vanessa Diep, Jane Huynh, Mia Kim, SuChing Huang, Denis Ly, Michelle Ly, Yeyi Tang, Lucy Wen, Sek-Mun Wong, Feifei Wu, James Yakoumelos.

**Apologies:** Kim Self.

The Meeting commenced at approximately 9:40am. 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 21 February had been distributed. The document was subsequently accepted as a true and accurate record of the meeting.

Moved: Wendy

Seconded: Brian

*Carried*

#### **Reports:**

##### **a) Principal – Amenah Mourad**

- Three Way Conference bookings are open. Amenah encouraged parents to book and reminded parents requiring an interpreter to book using the link emailed to them. P&C will create a post for social media reminding parents of the same.
- Gala Days have been successful with less disruption to the students and school. Wendy reminded Amenah that the P&C had a gazebo which could be loaned to the school for sporting events.

##### **b) President – Wendy Tu**

- Wendy advised that MP Jason Li had arranged for Deputy Premier Prue Car to attend the school, who agreed that the school was in need of an upgrade. The next step is to arrange a meeting between P&C, Jason Li's office and Prue Car's office.

- Discussed upcoming fundraising events, including possibility of a “mini disco” off the back of last year’s successful disco event.
  - Wendy advised that she would like to clean up the storeroom this year to make it more useable. There is money available to purchase shelving from the 2023/24 Volunteers Grant that has not been spent.
  - Discussed fixing the tax status of the P&C with the ATO.
- c) **Secretary** – Outgoing Brian Diep, Incoming Sek-Mun Wong
- No report
- d) **Treasurer** – Jane Huynh
- Jane advised that the P&C could consider moving more money to the term deposit, once we calculated the minimum threshold of funds required to operate the uniform shop and events.
  - Discussed the 2023-24 Volunteers Grant is yet to be spent. Wendy requested ideas be put forward.
  - A financial report for the month of February 2025 is annexed.
- e) **Uniform Shop** - Mia Kim
- Mia has a sample of the polo shirt from Midford to be shared today.
  - Mia is still in need of volunteers for Tuesday afternoon.
- f) **Website/Social media** – Sek-Mun Wong / Michelly Ly
- No report.

#### **General Business:**

- a) **Open discussion:**
- Discussed different ways to engage more parents in the P&C and ensure the P&C is accessible to all parents and carers.
  - Discussed idea of including a short session at the beginning of each monthly meeting to share information e.g. student presentation, topics for discussion (NAPLAN, Real Schools etc).
  - Discussed fundraising ideas for the year including opportunity to hold a stall on the federal election (date to be confirmed).
  - Discussed International Day of Families event and alternative ideas to a coffee cart. Primo Truck as a breakfast event was suggested.

- Discussed Colour Run as the major fundraiser this year. P&C will look into holding this ourselves instead of through the company School Fun Run (as they take 40% of profits). Instead of individual prizes for kids, it was suggested that every class would receive a prize (food and drink). Possible incentives: class that raises the most money gets to slime their teacher (or throw a bucket of water), individual that raises the most money gets to slime Kim/Amenah.
- Discussed Social Club. Idea to have one of these dates be a purely social event for parents without any volunteering e.g. going to have coffee at Pillar, as a way to engage more families with the P&C. Wendy will organise a calendar of Social Club dates and P&C Executive Team to form pairs, with each pair taking the lead on two dates per year.

**Next Meeting:**

The next P&C General Meeting is to be held on Friday 11 April 2025 at 9am.

The meeting closed at 10:55am.

	February
<b>Opening balance</b>	50,367.98
<i>Deposits</i>	
Uniform shop - clothing	18,774.99
Memberships	
Grants received	
Interest income	
P&C events	
Disco Party	220.00
<b>Total deposits</b>	<b>18,994.99</b>
<i>Withdrawals</i>	
Uniform shop - stock	- 4,091.45
Uniform shop - operating expenses	- 38.97
P&C events	
Payroll	
Insurance	
Auditor expenses	
Grant expense	
Investment	
Accounting fees	
Other operating expenses	
<b>Total Withdrawals</b>	<b>- 4,130.42</b>
<b>Closing balance</b>	<b>65,232.55</b>
Per bank	65,232.55
Variance	-