

Burwood Public School P&C Association

Minutes of the General Meeting

Friday 17 October 2025, YMCA Building and Google Meets

Attendance: Wendy Tu (Chair), Amenah Mourad (Relieving Principal), Shireen Kumar (Relieving Deputy Principal), Judy Bai, Tracy Cai, Brian Diep, Vanessa Diep, Shadi Eshragi, Abbas Ghulam, Suching Huang, Jane Huynh, Allyson Karam, Michelle Ly, Kolika Markie, Mary Yi Wang, Natalie Wang, Lucy Wen, James Yakoumelos, Mahele Zeeshan.

Apologies: Sek-Mun Wong, Fei Wu, Mia Kim.

The Meeting commenced at approximately 9:05am. 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 he paid his respect to elders past and present.

Minutes of Previous Meeting:

Minutes of the previous meeting on 17 September had been distributed. The document was subsequently accepted as a true and accurate record of the meeting.

Moved: Brian

Seconded: Abbas

Carried

Reports:

a) **Principal** – Amenah Mourad

- The library carpark has now closed. Amenah commended the school community for abiding by the new rules and adjusting to the changes.
- The demountable classrooms are still here but are expected to go over the weekend.
- The new decking around the trees has been popular with students. The new line markings have been very popular and more is expected to be done next week.
- GA Ville has been seconded to another school until end of the year. A replacement will start on Monday.
- Learning Support team have been successful in obtaining a grant that will be used towards targeted support for gifted and high potential students. There will be a trial program for Term 4 (10 weeks) where students are targeted from each stage to be

given extra support each Wednesday. More feedback about the program will be provided at the next meeting.

- Kim will return from leave on 30/10/25.
- Kindergarten Orientation is starting on 28/10/25.
- Y6 Fun Day will be held on 21/11/25.
- Presentation Day will be held on 10/12/25.

b) **President** – Wendy Tu

- No report.

c) **Secretary** – Sek-Mun Wong

- No report.

d) **Treasurer** – Jane Huynh

- \$30,000 grant for the playground has been deposited.
- A financial report for the month of September 2025 is annexed.

e) **Uniform Shop** – Mia Kim

- No report.

f) **Website/Social media** – Sek-Mun Wong / Michelle Ly

- Social media has been quiet but will start creating more content in the lead up to the Colour Fun Run.

General Business:

a) **2025 Social Club – 7 November**

- The next Social Club will be used to fill up bottles of coloured powder in preparation for the Colour Fun Run.

b) **World Teachers Day thank you lunch – Thursday 30 November**

- The date has been changed to coincide with Kim's return so she can also participate in the lunch.
- Anar catering has been ordered and will be delivered by 10:40am.

- Allyson will assist Wendy on the day to help set up the lunch.
- A poster is being designed by Y6 student Zoe.

c) **Kindergarten Orientation – Tuesday 4 November**

- Volunteers are still needed to assist on the day. Please let Wendy know if you are available and she will add you to the whatsapp group.
- It was suggested that a volunteer form be given to all parents attending by adding it to the orientation packs. This form could also include contact details for the P&C.

d) **Major fundraiser – Colour Fun Run (28 November)**

- There was a discussion about prizes and how to structure this to encourage fundraising. It was agreed:
 - Three major prizes for the three individual students that raise the most money – this can be announced on the day once fundraising closes.
 - Major prize winners cannot win a prize from the raffle draw.
 - Raffle draw prizes will vary in value to allow everyone the chance to win small or large prizes.
 - Raffle draw winners can win a maximum of two prizes (to allow others the chance to win).
 - Raffle prize winners will be announced at Monday assembly in Week 9 – to allow time to organise the prizes (Wk8 assembly already has sports awards scheduled for announcement).
 - Top 20 individual student fundraisers will be invited to squirt coloured powder at the teachers during their run around the course.
- Please encourage parents to sign up as a volunteer on the day as many parents are needed to make the course big enough for lots of colour to be sprayed.
- It was suggested that coloured powder be offered to the Y6 students to have some free play as a way to make special memories for finishing primary school.

Motion to approve \$2000 in expenditure for the Colour Fun Run – includes cost of coloured powder and prizes.

Moved: Brian

Seconded: Lucy

Carried

e) **Volunteers Thank You gathering – Friday 5 December at YMCA**

- Catering to be organised for a morning tea to thank volunteers that have helped throughout the year at any event.

Motion to approve \$400 for catering costs of the morning tea (supplier TBC).

Moved: Wendy

Seconded: Brian

Carried

New Business:

f) **Closure of Zing**

- There was discussion about the school being unable to continue the Zing Sports program due to insufficient funds from parent contributions.
- It was raised by a parent that this might have happened due to issues with Schoolbytes as the option to make payment disappears if you do not pay immediately after signing consent. Some parents may have mistakenly thought the program didn't require payment due to the payment screen not appearing automatically (or disappearing / timing out). Amenah agreed to look into this.

Next Meeting:

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

The meeting closed at 10:26am.

	September
Opening balance	106,734.16
<i>Deposits</i>	
Uniform shop - clothing	2,280.46
Bank interest	71.61
Grants received	30,000.00
Total deposits	32,352.07
<i>Withdrawals</i>	
Uniform shop - stock	- 10,000.00
P&C events	
Education week	
Payroll	
Grant expense	
Total Withdrawals	- 10,000.00
Closing balance	129,086.23
Per bank	129,086.23
Variance	-