

Woodcrest State College

Parents and Citizen's Association

GENERAL MEETING AGENDA

DETAILS	Tuesday 16 th June 2020 6.30pm	Recorded by: Jess Huiskamp
Agenda Item	Details	Minutes
Open and Welcome	Welcome prospective members Meeting procedures; Please keep your microphone on mute unless speaking to minimise background noise. Please raise your hand to let everybody know you would like to speak.	Meeting commences: Apologies: Present: Alfio Balsamo, Sheree Skinner, Tanya Jones, Penny Couch, Katie Bishop, Krystal Kay, Pauline Mathieson, Jess Huiskamp, Vicki Shaw, Brendan Barlow, Rhonda Smith, Pat Murphy, Angela Luttrell, Steven Palmer
Previous minutes acceptance	Motion: that the previous minutes from May 19 th 2020 are a true and accurate record of the previous minutes.	First: Pauline Seconded: Krystal Moved: yes
Business Reports		
OSHC	<ul style="list-style-type: none"> 1.1 A overview of the business presented by Pauline Mathieson, please see attached report Table open to questions 	No questions from the committee
Canteens	<ul style="list-style-type: none"> 2.1 A overview of the business presented by Vicki Shaw; <p>The start of term two was a challenge for staff. We were trying to still provide a service for both Primary and Senior. Although we were running a little late some days, all food does make it to students.</p> <p>We haven't picked up to where we were in line with sales before Covid-19 but are heading in the right direction.</p> <p>Due to a decrease in volunteers given the covid situation we have started to take a few students as volunteers to help serve over the lunch breaks to help us push through the influx of students we receive each break.</p> <p>The winter menu is a success, as with the Staff</p>	No questions from the committee

	<p>menu. I'm told the Pulled pork and slaw burgers and Staff works burgers are amazing.</p> <ul style="list-style-type: none"> 2.2 Motion: We need a second EFT machine in the Senior Canteen, we are currently borrowing the Primary EFT through breaks but this has caused issues with some of the staff and a few children unable to purchase items via EFT throughout breaks in primary. EFT machines charge at a percentage of the sales or approx. \$50 per month (whichever is greater) Table open to questions 	<p>2.2 Motion</p> <p>First: Vicki</p> <p>Second: Katie</p> <p>Moved: Yes</p>
Executive News		
Mail in	NIL	
Mail out	Nil	
Decisions made	<ul style="list-style-type: none"> 5.1 Approved the June/July Vacation Care Program for OSHC. (please see attached) 	No questions from the committee
Treasurers report	<ul style="list-style-type: none"> 6.1 A brief overview on the accounts by Sheree Skinner – <p>The accounts are slowly recovering from the drop in sales from both businesses over the covid closure periods. The canteens are recovering slower than we anticipated but sales are still climbing. We are still on par with last year's income numbers but are not back to where the February 2020 sales where.</p> <p>The free child care scheme by the government has been extended to mid July 2020. This extension has the potential to leave us out of pocket for the vacation care program so we will be keeping an eye on numbers to make sure our expenditures do not exceed our income figures. The Job keeper payment will be ending for the eligible OSHC employees when the child care scheme ends.</p> <p>Pauline and Sheree are now in their new offices, Pauline in the OSHC room office and Sheree in the primary hall office.</p> <ul style="list-style-type: none"> Please see below for bank account amounts. More detailed financial reports available upon request. 	No questions from the committee.

Subcommittee		
Previous events report	<ul style="list-style-type: none"> • 	
Events for 2020	<ul style="list-style-type: none"> • 8.1 School banking has been temporarily suspended until restrictions are lifted. • 8.2 Future dates; 17th July PJ Day 2nd September Father's Day Stall Family photo day TBA Primary Disco TBA 	NO questions from the committee
Donations for 2020	<ul style="list-style-type: none"> • 9.1 As approved in the March meeting \$200 has been donated to the gardening club 	
Next meetings	<ul style="list-style-type: none"> • 9.2 TBA 	
Business arising from previous minutes		
	<ul style="list-style-type: none"> • 10.1 Confirmation that the minutes from the March general meeting where sighted and approved as true and accurate • 10.2 Fridge donation amount had not included GST. Total amount came to \$1550. • 10.3 Logo designs – Please see attached for approval 	<p>10.1 First: Krystal Second: Jess Moved: Yes</p> <p>10.2 First: Katie Second: Vicki Moved: Yes</p> <p>10.3 First: Katie Second: Vicki Moved: Yes</p>
Principals Reports		
Primary School	<ul style="list-style-type: none"> • 11.1 Report about the Primary School from Penny Couch 	<p>Key points from Penny:</p> <ul style="list-style-type: none"> • Focus on approach to pedagogy and curriculum • Leadership restructures for semester 2 - transition from 2 heads of curriculum down to 1 for consistency • Walkthroughs of the school are helping enable this • Professional development for staff • Stage 2 of early years precinct development - reviewing original plans and looking at what will be happening over semester 2 and into the Xmas holidays <p>Questions from the committee</p>

		<p>Kiss and Go operation</p> <ul style="list-style-type: none"> • Kiss and Go operates between 7-9 am and 2-4pm - this should be visible on the council signs • Pauline has told families who are coming to pick up children from OSHC to use the carpark opposite to avoid a fine - she is aware of 2 people who have been fined outside of the above times. • Penny has asked that anyone who is fined outside of the times, to let her know • Pauline is following up to clarify whether parents using the kiss and go after the operating times (e.g. for OSCH pick up) will be fined.
Secondary School	<ul style="list-style-type: none"> • 11.2 Report about the Secondary School from Brendan Barlow 	<p>Key points:</p> <p>New deputy principal replacing Jess McMahon is Amy ?? . Handover is underway for Amy to start in Semester 2.</p> <p>Virtual assemblies have been running each week and last week there was a Student panel which discussed topics such as:</p> <ul style="list-style-type: none"> • importance of uniforms • Exit and entry procedures • Being proud of school, families, cultures <p>Term 3 focus will be on high level teaching, and consistency, how we can be more prepared across the school for learning each day and what that looks like.</p> <p>Dates will be released to the school community through the newsletter about which school events will take place and when.</p> <p>Yearbook closes on 21 Aug and is well underway.</p>
Whole Campus	<ul style="list-style-type: none"> • 11.3 Report about the overall campus from Pat Murphy 	<p>Key points:</p> <p>School events - Working through whether we can run swimming,</p>

	<p>excursions, camps, discos, sports days, formal etc</p> <p>Drop off procedures for Primary school - Pat acknowledged the effort of staff, parents and students for helping this to work.</p> <p>Student code of conduct</p> <ul style="list-style-type: none">• Alfio has led significant work on this.• So far there has been teacher input but further iterations of this document are to come and these will include student and community input.• Once ready, it will go out to all parents and be published on the website. <p>Consideration has been given to renovate secondary school staff room - quotes have been obtained but further consideration is required to move forward.</p> <p>Teaching focus</p> <ul style="list-style-type: none">• Pat reports they are aiming for a great pedagogical practice.• Snr leaders are walking through their schools constantly and getting into classrooms to enable this• Improvements are being seen across the college already. <p>Alfio has been working on a number of school policies</p> <p>Charis Mullins wil be visiting the school on Monday and is donating 2 drones.</p> <p>BYOD</p> <ul style="list-style-type: none">• Aiming for every secondary student to be part of BYOD by next year (this would help us be prepared in there was another covid outbreak or similar situation)• The current cheapest machine that is compatible is approx \$492 - that will work for 3-4 years. <p>Air conditioning</p>
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- Has been installed but not currently connected to the grid
- Approval today to get a/c in the secondary resource centre
- Not designed to provide heating to classrooms

Questions from the committee:

BYOD -Krystal asked when do we send out communication to impacted parents to give them time to be prepared.

- Alfio advised that those going into yr 7 would be advised at interview and are given information about the specific devices needed to onboard.
- Parents/caregivers sign the agreement at that time and have an opportunity to talk through issues at this time. Any questions see Alfio or admin team

Tanya asked about issues with connecting to the school internet that her daughter is experiencing.

- Alfio advised the tech support is open at breaks and in the morning - she can come across to the BYOD window for support.

Sheree asked whether there was a hard copy of the BYOD agreement so parents who dont feel comfortable raising concerns about covering the costs of the BYOD will have an opportunity to read this information and alternative ways to raise this issue.

- Alfio advised that there is a hard copy with all the info about BOYD - it has everything that will be discussed at interview.
- THere are some email addresses contained in this pack - ALternate opportunities to discuss this in person or email.

Pat sought endorsement of the Student resource scheme. Committee agreed they are OK to continue the program as in into 2021.

Motion to endorse the SRS

First: Krystal

Seconded: Rhonda

Moved: Yes

		For 2022 - to examine whether it would be better to go with a subject/cost based scheme.
New Business		
	•	No new business
Membership applications		
New Memberships	<ul style="list-style-type: none"> • 13.1 Acceptance of all new membership applications 	No new applications
Next Meeting		
	<ul style="list-style-type: none"> • July 21st • August 18th • October 13th • November 17th 	21 July Meeting will be run via Zoom
Meeting close		
		Time:7:27 PM

Woodcrest State Collage OSHC – P&C



Woodcrest State Collage OSHC – P&C
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Report by; Pauline Mathieson

Position; OSHC Coordinator

Monthly Report May 2020

**Activities
Since Last
Report**

Attendance May & June - 2020

May – 2020	May - 2019	June – 01/06/20 – 05/06/20	June – 01/2019 – 05/06/19
BSC; 345	BSC; 585	BSC; 105	BSC; 119
ASC; 362	ASC; 510	ASC; 105	ASC; 139

Numbers of attendance have been effected by the COVID -19 outbreak. Children who have been un-well are all being tested for COVID-19 as recommended by their own GP's in this area, and their exclusion period for this time has had a small impact on attendance rates. As from the last month I can report that we are slowly increasing our numbers. This time on my report I have included 2019 figures for your reference. Encouragingly our June figures compared to the previous year are moving in the right direction. The free childcare subsidy has been extended to the 12th of July 2020 and the Job Keepers allowance has been stopped from the 20/07/20. There is a transition payment from the 13/07/20 – 27/09/20 which will support the childcare subsidy. This will be 25% of the fee revenue. Fees for families can start up again from the 13/07/20. 3 new families during the month of May 2020.

We are re-opening for the June/July vacation care period and have advertised on Facebook, The school newsletter and via Kidsoft. We have higher enquiries then expected this time around for bookings, as other services nearby have decided not to proceed with their vacation care program.

The staff have seen one staff member leave due to their availability and we have retained all other staff. For vacation care we will be trialling two new staff specifically for our vacation care program.

Programming and activities has seen the children highly interested in construction and games such as Beyblades. Wonderful outside play using the school playgrounds again, such as tag and lava, lava. The new room has sparked great feedback from families and children. Most commenting on how great the environment looks. The children and families are slowly changing the room and hopefully in a few months a clear community identity will be visible to visitors.

Debt as at 09/06/20 - Zero

Daily Sales Senior May 2020











Date	Comment	Cash	EFT	Flexischools	Total
Friday 1st May	Total includes Primary (Flexieschool is in Primary report)	\$ 16.00	\$ 58.70		\$ 74.70
Monday 4th May	Public holiday				
Tuesday 5th May		\$ 6.50	\$ 53.50	\$ 26.10	\$ 86.10
Wednesday 6th May		\$ 18.00	\$ 49.00	\$ 14.00	\$ 81.00
Thursday 7th May		\$ 7.50	\$ 56.00		\$ 63.50
Friday 8th May		\$ 27.00	\$ 25.00		\$ 52.00
Monday 11th May		\$ 34.00	\$ 60.50	\$ 3.80	\$ 98.30
Tuesday 12th May		\$ 103.00	\$ 131.50	\$ 12.50	\$ 247.00
Wednesday 13th May		\$ 72.00	\$ 139.00	\$ 19.50	\$ 230.50
Thursday 14th May		\$ 70.00	\$ 129.00	\$ 16.80	\$ 215.80
Friday 15th May	Public holiday				
Monday 18th May		\$ 45.50	\$ 164.00	\$ 17.00	\$ 226.50
Tuesday 19th May		\$ 37.60	\$ 169.50	\$ 16.80	\$ 223.90
Wednesday 20th May		\$ 53.70	\$ 177.00	\$ 32.60	\$ 263.30
Thursday 21st May		\$ 50.70	\$ 135.00	\$ 16.80	\$ 202.50
Friday 22nd May		\$ 50.50	\$ 105.00	\$ 40.80	\$ 196.30
Monday 25th May		\$ 221.00	\$ 197.30	\$ 83.60	\$ 501.90
Tuesday 26th May		\$ 211.60	\$ 327.00	\$ 9.50	\$ 548.10
Wednesday 27th May		\$ 244.80	\$ 178.40	\$ 51.30	\$ 474.50
Thursday 28th May		\$ 275.20	\$ 324.30	\$ 41.80	\$ 641.30
Friday 29th May		\$ 297.00	\$ 295.70	\$ 102.80	\$ 695.50
		\$ 1,841.60	\$ 2,775.40	\$ 505.70	\$ 5,122.70

Daily Sales Primary May 2020

Date	Comment	Cash	EFT	Flexi schools	Total
Friday 1st May	Flexishschool includes senior and staff orders			\$ 105.00	\$ 105.00
Monday 4th May	Public holiday				
Tuesday 5th May				\$ 99.20	\$ 99.20
Wednesday 6th may				\$ 115.00	\$ 115.00
Thursday 7th May				\$ 127.20	\$ 127.20
Friday 8th May				\$ 137.50	\$ 137.50
Monday 11th May				\$ 93.50	\$ 93.50
Tuesday 12th May				\$ 92.00	\$ 92.00
Wednesday 13th May				\$ 93.50	\$ 93.50
Thursday 14th May				\$ 111.00	\$ 111.00
Friday 15th May	Public Holiday				
Monday 18th May				\$ 105.00	\$ 105.00
Tuesday 19th May				\$ 159.50	\$ 159.50
Wednesdays 20th May				\$ 148.50	\$ 148.50
Thursday 21st may				\$ 85.00	\$ 85.00
Friday 22rd May				\$ 177.90	\$ 177.90
Monday 25th May	Students returned to school	\$ 77.50	\$ 6.00	\$ 171.70	\$ 255.20
Tuesday 26th May		\$ 107.00		\$ 287.60	\$ 394.60
Wednesday 27th May		\$ 143.50	\$ 16.00	\$ 280.20	\$ 439.70
Thursday 28th May		\$ 112.00	\$ 6.00	\$ 229.20	\$ 347.20
Friday 29th May		\$ 248.20	\$ 21.50	\$ 1,102.80	\$ 1,372.50
				\$ 3,721.30	\$ 4,459.00

Winter Vacation Care – June/July

All enrolments and bookings returned by 22nd June 2020 to secure your place. All vacation care fees to be paid before first attendance day. Due to COVID 19 restrictions for this vacation care no excursions will be undertaken.

Monday 29/06/2020	Tuesday 30/06/2020	Wednesday 01/07/2020	Thursday 02/07/2020	Friday 03/07/2020
Medieval Day  Let us go back in time and recreate a day filled with fun and games. Come dressed up.	Science Day  Come dressed as a Mad Scientist and get experimenting	Music & Dance Day Join us for some dancing.  Who can make an instrument with items around the OSHC building?	Story Telling Come dressed as your favourite Author or book Character  Create a story using the puppets	Independence Day  Change will not come if we wait for some other person or if we wait for some other time – Barack Obama
Monday 06/07/2020	Tuesday 07/07/2020	Wednesday 08/07/2020	Thursday 09/07/2020	Friday 10/07/2020
NAIDOC Week Celebrations A Day of celebration  Always Was, Always Will Be	Crikey Day Let's look at Australian Animals and Nature  Come dressed as your favourite wildlife expert.	Bike Day Life is better on a bike or scooter  All children must bring a helmet and wear enclosed shoes	IT Party  Bring your IT devices and challenge each other on our favourite games	Ultimate Party Games  Can you Win it in a 2 Minutes?

Pick up your enrolment/booking form at Woodcrest State College OSHC or email oshc@wspc.com.au
 Please do not hesitate in contacting me if you have any queries; Pauline 0437 678 090

Account summary - List

Westpac Banking Corporation [AU] https://banking.westpac.com.au/secure/banking/accounts/getsummarystartpage

WOODCREST COLLEGE P&C ASSOCIATION - Business banking

Approval2

Notifications25

Sign Out

Overview

Payments

Service

Administration

Business Hub

Products

Your accounts

Edit view

Transfer funds

Make a payment

Account	Available	Current balance
Canteen (snr) 034-130 218425	\$20,186.11	\$20,186.11
Debit Card Account 034-130 218396	\$338.53	\$338.53
Fundraising Account 034-130 218409	\$3,186.57	\$3,186.57
Main P&C Account 034-130 218353	\$30.54	\$30.54
OSHC 034-130 218388	\$36,657.23	\$36,657.23
PAYG & Superannuation 034-130 218361	\$0.00	\$0.00
Tuckshop (jnr) 034-130 218417	\$93.78	\$93.78
Accounts total	\$60,492.76	\$60,492.76

Upcoming payments

COVID-19 update

Payment approvals

Individual Logos



Stamp



Grouping Suggestions

