

## Meeting Minutes

<b>Purpose:</b>	Mascot Public School P&C General Meeting
<b>Date:</b>	Monday 5 May 2025
<b>Time:</b>	7:30pm – 8:30pm
<b>Location:</b>	Online
<b>Attendees:</b>	Kerren Hosking, Beth Hill, Emma Ristovska, Rebecca Rapisarda, Lara Kerr, Lynette, Elise Bruce, Anita Smith, Jessica Welch, Rebecca Kelly, Jessica Sevig, Lauren Mishhawi, Jessica Sevig
<b>Apologies:</b>	Helen TeRata

Item	Details
<b>Opening</b>	<ul style="list-style-type: none"> <li>Opened at 7:30pm by Kerren Hosking</li> <li>Record of attendance and apologies - noted above</li> <li>Conflict of Interest declaration - noted that Jessica Welch and Bec Kelly are employed by the Department of Education</li> </ul>
<b>Minutes</b>	<ul style="list-style-type: none"> <li>Confirm minutes from previous meeting - Minutes were accepted as a true record of the previous general meeting.</li> </ul>
<b>General Business</b>	<p><b>JJ Cahill Memorial High School Update – Presented by Ralph David (Principal) and Sian Batista De Mello (Relieving Deputy Principal):</b></p> <ul style="list-style-type: none"> <li>The school shared several initiatives strengthening community engagement and partnerships with local primary schools.</li> <li>Deputy Secretary of Education, Martin Graham, visited the school with Murat to observe programs in action.</li> <li>Emphasis on <b>opportunity</b> as a core value, with initiatives like a <b>school band</b> led by Mr. LK (linked to university and School Spectacular programs) and a <b>Book Club</b> to encourage literacy and connection.</li> <li>Ongoing focus on <b>student wellbeing and welfare</b>, with a strategic shift toward improving <b>learning outcomes</b>.</li> <li><b>Careers Adviser Mr. Chan</b> supports students in planning their futures.</li> <li>Sian leads the <b>Gifted Program</b>, fosters relationships, and acts as a point of contact for families</li> <li>Initiatives include a <b>Pacifika program</b>, <b>Reconciliation Gathering</b> and <b>STEAM Awards</b>.</li> <li>Despite being a small school, staff play multiple roles and maintain strong relationships with students.</li> </ul>

Item	Details
	<ul style="list-style-type: none"> <li>● The <b>Engineering Program</b> is a standout offering</li> <li>● Data-informed identification of talent and giftedness continues, with further work planned around <b>primary-to-high school transition</b>.</li> </ul> <p><b>Uniform Shop Update:</b></p> <ul style="list-style-type: none"> <li>● <b>Old stock</b> is limited and needs to be cleared to free up space.</li> <li>● <b>New winter stock</b> is performing well in terms of sales.</li> <li>● Proposal to <b>reduce prices</b> on old stock to enable clearance.</li> <li>● <b>Anita</b> will: <ul style="list-style-type: none"> <li>○ Check available <b>sizes</b> of old stock.</li> <li>○ Coordinate a <b>flash sale</b> and prepare a <b>poster</b> for promotion via the <b>school newsletter</b>.</li> </ul> </li> <li>● <b>Sport shirts</b> are expected to be delivered <b>by the end of the week</b>.</li> <li>● Distribution will follow the <b>usual process</b>: bag and tag by student.</li> <li>● Next uniform order period is scheduled for <b>end of Term 2</b>.</li> </ul> <p><b>Upcoming Fundraising Events:</b></p> <ul style="list-style-type: none"> <li>● <b>16 May</b> – <i>National Walk to School Day</i>: Students encouraged to bring a <b>gold coin donation</b> to support the purchase of <b>new sporting equipment</b>.</li> <li>● <b>21 May</b> – <i>Zoopa Doopa Day</i>.</li> <li>● <b>22 May</b> – <i>Pirate Day</i>.</li> <li>● <b>20 June</b> – <i>Bake Sale</i> (Stage 3).</li> <li>● <b>25 June (Wed)</b> – <i>Krispy Kreme Day</i>.</li> <li>● <b>28 July</b> – <i>100 Days of Kindy</i> celebration.</li> <li>● <b>5 September (Fri)</b> – <i>Father's Day Stall</i>.</li> <li>● <b>12 September (Fri)</b> – <i>Colour Fun Run</i>.</li> </ul> <p><b>Pavers Project:</b> Anita, Kerren, and Emma to meet and finalise next steps on comms and engagement approach.</p> <p><b>Grants In Progress Update:</b> A grant application has been submitted to NSW Ports, with the outcome expected by the <b>end of June</b>. Additional grant applications are being considered, including the <b>Clubs Grant</b>.</p> <p><b>Play Equipment:</b> Quotes received range from <b>\$65,000-75,000</b>.</p>

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	<p><b>Potential Art Project:</b> Discussion held around continuing the successful art initiatives led by Maria in past years. P&amp;C members to collaborate with a stage group on a potential <b>art piece to be auctioned</b>, with an option to engage <b>corporate buyers</b>.</p> <p><b>Motion – Assistant Treasurer Position:</b> Motion raised by Lauren to appoint <b>Jess Welch</b> as <i>Assistant Treasurer</i>, a titled position to support behind-the-scenes financial work. <b>Motion accepted and approved.</b></p> <p><b>Signatories Update:</b> Motion raised and approved to <b>remove Brad Gilchrist</b> as a signatory on accounts. To ensure future-proofing, it was agreed to maintain <b>three signatories</b> on all accounts. Lauren was previously <b>approved in the AGM</b> as a signatory.</p> <p><b>QuickBooks</b> has been successfully set up to manage financial records</p>
Principal's Report	<p><b>Principal's Report – Shaun Ninyo:</b></p> <ul style="list-style-type: none"> <li>● <b>Premier's Sporting Challenge</b> underway, promoting <b>200 minutes of physical activity per week</b> for students.</li> <li>● Upcoming <b>Open Days</b> scheduled for <b>Thursday and next Monday</b>.</li> <li>● <b>Kindergarten 2026 interviews</b> have commenced.</li> <li>● Ongoing school activities include <b>Stage 2 swimming, fundraisers, camps, and the Spelling Bee</b>.</li> <li>● Acknowledgement of the <b>new uniform display</b>, noted as a positive and well-received improvement.</li> <li>● Recent <b>Leadership Days</b> have focused on: <ul style="list-style-type: none"> <li>○ <b>Attendance</b> as a key priority.</li> <li>○ Seeking <b>student feedback</b>.</li> <li>○ <b>Celebrating students</b> who show outstanding commitment, particularly those with <b>95%+ attendance</b>, with the goal of inspiring improved attendance across the school.</li> </ul> </li> <li>● <b>Sporting Tent:</b> <ul style="list-style-type: none"> <li>○ Existing tent is outdated (features the old logo) and too small (fits only 4 students).</li> <li>○ Proposal to <b>replace the top</b> of the existing tent with the new school logo and purchase a <b>new larger tent</b> (to accommodate 40 students).</li> <li>○ <b>Total cost: \$2,168.04.</b></li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>○ <b>Motion approved</b> to spend up to <b>\$2,500</b> for tent upgrades.</li> </ul>
<b>Correspondence</b>	<ul style="list-style-type: none"> <li>● No correspondence received</li> </ul>
<b>Reports</b>	<p><b>Financial Report – March &amp; April 2025 Summary</b></p> <p>Over the two-month period, the financial performance reflected the cyclical nature of uniform stock purchasing and event preparation.</p> <ul style="list-style-type: none"> <li>● <b>Total Income:</b> \$16,121.31 <ul style="list-style-type: none"> <li>○ March: \$14,164.06</li> <li>○ April: \$1,957.25</li> </ul> </li> <li>● <b>Total Cost of Sales:</b> \$25,698.41 <ul style="list-style-type: none"> <li>○ March: \$7,417.77</li> <li>○ April: \$18,280.64</li> </ul> </li> <li>● <b>Net Earnings for the Period: -\$9,577.10 loss</b> <ul style="list-style-type: none"> <li>○ March Profit: \$6,746.29</li> <li>○ April Loss: -\$16,323.39</li> </ul> </li> </ul> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>● March generated strong uniform shop sales with no additional expenses, resulting in a healthy profit.</li> <li>● April saw a significant outlay in stock purchases for the uniform shop and events, leading to a net loss for the month.</li> <li>● The April uniform purchases are considered an investment in future sales and inventory readiness.</li> <li>● Overall, while the period ended in a net loss, the cash outflows in April support upcoming fundraising and sales activity, positioning the uniform shop for future profitability.</li> </ul>
<b>Closing</b>	<ul style="list-style-type: none"> <li>● Next meeting – week 8 Monday 16 June</li> </ul>