

# General Meeting Minutes

**Date:** Tuesday 12/11/2019

**Time:** 7:00 – 8:30 pm

**Venue:** School Library, Chandler Avenue

Floreat Park Primary School  
P&C Association



<b>Attendance</b>	
<b>Executive</b>	Pen Melis, Kristy Corbett, Troy Sinclair, David Graieg, Adrian Taylor, Luke McCarter, Jen Wilding, Liz Lockett
<b>Sub Committees</b>	Karen Wilson, Louise Phelan,
<b>School Reps</b>	Jane Rowlands, Mark Walters
<b>Class Reps</b>	Kindy: Liz Mayhead
	PP Caroline Sputore, Marissa Palermo
	Year 1: Michele Clement, Belinda Hart
	Year 2: Kate Weaver, Melissa Bray
	Year 3:
	Year 4: Megan O'Shea, Minda Sarna
	Year 5:
	Year 6: Emma Manuel
<b>others</b>	Melinda Reid, Claire Shoebridge, Julia Barbi, Katie McLeod, Amy Toohey
<b>Apologies</b>	Sarah Waddell (K Green) Natalie Dimmock (K Yellow) Sam Spiro (pp/Y1) Rachel Gallagher (yr 1 & 5), Lisa Selman (Y1R) Janelle Young (Y1S), Liz teh (Y1watt), Bianca Hayley (Yr 2FH) Lisa Church (Y3CC), Bridget Thomas (Yr3, Rm 9) April Pearman (Y3G), Karen Ekeroth (YR 3 PM), Paula Cakar (Yr 6), Phillida Rodich (Yr6), Cal Hoad (Yr6) Susan Chen, Janine Roets, Rod Cohen, Lucy Stone, Kristie McGinty (K Yellow)

## 1.0 Constitution Meeting Open: 7:00pm

18 Paid members present at the start of the meeting

Discussion: General discussion around the updated constitution developed by WACCSO. Ran through some of the key changes particularly around subcommittees, clearer conflict of interest declarations and processes for dismissal if ever required.

Motion 1: That any previous constitution is hereby rescinded and that the Parents and Citizens Association condition dated June 2019 provided by the WA Council of State School Organisations be adopted as the constitution of the Floreat Park Primary School Parents and Citizens Association Inc

Motion Raised by: Pen                                      Seconded: Jen                                      Carried by ¾ majority

Motion 2: that the members of the Floreat Park Primary Scholl Parents and Citizens Association Inc here by authorise the secretary (or persons acting in that capacity) of the WA Council of State School Organisation to lodge the constitution (dated June 2019) with the Department of Mines, industry Regulation and Safety the provision of the Associations Incorporation Act 2015.

Motion Raised by Kristy                                      Seconded: Adrian                                      Carried by ¾ majority

Meeting Close: 7:31pm

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## 2.0 General Meeting Open: 7:32pm

## 3.0 Previous Minutes:

Draft minutes of the 22/8 General meeting were posted on the web around the 28 August. The minutes were previously ratified by Kristy and David on the 11 November. However, under the new constitution, minutes are ratified at the general meeting so Claire and Marissa ratified the minutes.

## 4.0 Conflicts of Interest:

Discussion: Always been in place but it is now a formal part of the constitution. It will now be a formal agenda item at the start of each meeting.

No declarations of conflict of interest were made for matters on the agenda

## 5.1 President's and Vice President's Report: as per agenda

Extra discussion around QKR and the opportunities that will bring the school and P&C. A query was identified – will Quickcliq provide refund for credits.

**Action: P&C to look into this and report to members well before the end of the school year.**

**Post meeting update:** In Quickcliq Go to the profile tab, at the bottom of the profile page is refund and close account. Provide bank details and Quickcliq will arrange a refund and deactivate the account. P&C to give parents prior notice to QKR startup so as to alleviate unnecessary credit refills.

Recent quotes for shade sail repair identified the unsafe condition of a shade sail pole.

**Motion for max. \$1000 for shade sail pole repair was raised by Kristy and seconded by Liz. Motion was passed.**

## 5.2 Treasurer's Report: as per agenda

Contributions to date: \$75,468 in contributions and \$ 51,211 from infrastructure levy (at 4 Nov)

Total income: \$155,951

Expenditure to date: \$124,370

Balance at Bank: \$129,731

Since the budget was posted we have reached our budgeted contribution rates of 85%.

After transfers to school for 2 major expenses – outdoor playground (\$63,000) & interactive screens (\$30,000) the bank balance will be \$27,170.

Project that around \$30K will be carried over into 2020 unless any other required spends are identified.

Members appreciated the listing of expenditures and understood the way the information was presented.

Discussion confirming that subcommittees like Canteen and Floreat Dad's Camping can retain the bulk of their funds for operations and will have some discretion in spending.

Suggestion that during summer holidays cash surpluses could be moved to higher interest accounts.

**Action: P&C to look at feasibility of temporary movement of funds**

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## 6.1 Principal's Report: as per agenda

Jane recognised the strong partnership that FPPS has between the school board, P&C and the community. Class lists being developed and will be communicated when ready. 2020 we'll have an extra teacher/class, so the school budget will be tight. Funding is locked down in week three of Term one, so there will be a level of uncertainty until then.

## 6.2 Events and Fundraising Exec report: as per agenda

Melbourne Cup had 73 tickets sold and was a great event. Caroline and Claire thanked for organising a very enjoyable event

Entertainment Book update: Karen indicated no hard cover books next year it will all be electronic. There will also be more flexibility on when (eg. Christmas promotions) and what area you can buy for, including options for interstate and some overseas locations

## 6.3 Class Rep Coordinator Comment: as per agenda

## 6.4 General Exec Comment: as per agenda

## 6.5 Grounds Exec Comment: as per agenda

## 6.6 Comms Exec Comment: as per agenda

Claire Yow and Mark: the new website will go live for start of 2020

## 7.1 Canteen Report: as per agenda

Karen, change in role to administration. It is important to have someone running the business and allowing food prep staff to focus on preparation of quality food for the kids  
Credit card for Angela and Lucy  
Reports by Louise Birbeck available in appendix.

## 7.2 Uniforms comment: as per agenda

Reports by Louise Birbeck available in appendix.  
Survey results have been collated and reviewed. Decision have been made by the Board, P&C and Uniform committee. This information will be communicated to the school. Changes made will be a phased. The old uniform can be worn as long as is needed. Existing stocks of old uniform can be purchased until stocks run out.

Discussion around new uniform.

The boards uniform policy is intended to be broad guidance with the uniform allowed to evolve so it can be contemporary.

**Action: Communicate to parents about old uniforms and that they can be purchased and worn into the future**  
Query to look into sustainable and labour friendly uniform options? Most suppliers have them now but yes this should be a consideration for the new uniforms.

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## 7.3 Floreat Dads: refer to appendix report

Someday offering a free baby chino on weekdays to Floreat parents with kids  
Golf day well supported by Town of Cambridge, via a discount and sponsorship. 60 tickets were breakeven, have sold 70 expect and expect up to 120 on the day.

Terms of Reference is to be approved by the exec on the amendment of banking info.

## 7.4 Safety House, Book Club & Sustainability Comments:

Janine asked for it to be mentioned that compost beds installed this term

Vic book fair had orders for \$8736 at Friday's event, from this 40% will be returned to the school so \$3494 will be funded by scholastic. Acknowledgement of the wonderful job that Vic has done with the book fair, with her raising over \$40-50K over the years. It would be great if someone could help fill this role in 2020.

## 8.0 Other Matters

Funding options for 2020 are the same as per usual (\$2 surcharge for QKR transfer fees). These will be received by the P&C through the QKR app directly from parents:

\$152 P&C General Levy

\$102 P&C Infrastructure Levy

A \$60 Fundraising Donation option will be available on QKR in 2020 in lieu of volunteering time. No record is kept of volunteering nor will there ever be one, but some parents pushed for time, may appreciate this guilt free option. Query into it being tax deductible – it is unlikely but we will investigate further.

The Building Fund account is in place, and these donations over \$2 are tax deductible. This is a fund open to the school community and the general public – its main aim is to enable local businesses to input financially into our school. We recently received a generous \$2,000 building fund donation.

AGM is to be held on 20/2/2020 at 7:30 pm. The exec will officially step down and all P&C committee positions will become vacant and available. This allows any interested person the opportunity to nominate for any position they feel suited to on the exec.

We will be encouraging nominations prior to the 20/2 all positions on the exec need to be filled for us to fall in line with the new constitution. There are 9 positions available. Nominations will also be available on the night, but we would rather earlier indication of interest to help gauge interest and plan for a successful 2020.

**Appendix:** Reports presented for the meeting are available as an appendix to these minutes. All other referenced reports are available in the Agenda.

## 9.0 Close of Meeting: 8:50pm

**Next Meeting: AGM, Thursday 20 February 2020**

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## 2019 November Report – Louise Birbeck

Attached are the following reports showing comparison with last year column:

- Canteen P&L for Jan 2019 to Oct 2019
- Canteen Balance Sheet as at 31.10.19

The following are the notes to the accounts of any profit and loss area significantly changed from the previous year and some informative notes on the balance sheet also from note 10:

1. Sales overall (in particular online sales and also cash sales to a lesser extent) are up considerably on last year by \$7,292
2. School function sales are down due to reduction in catering this year to the school and no after school ice cream sales etc. This was done regularly last year as a Canteen fund raiser primarily driven as a result of the previous non profitable year.
3. Cost of Sales are up compared with last year \$2,152 overall due to increased sales above.
4. Bookkeeping fees are up compared to last year as only charged from about April 2018 last year.
5. Credit Card fees more realistic cost this year and down to last year as there were a number of interest issues with setting up credit card direct debit last year and also \$410 legal fee cost for set up advice of credit card last year.
6. Commission fees are up compared to last year due to increased online sales thus increasing commission also.
7. Wages up marginally to last year however this cost is affected by volunteer numbers and double up of canteen staff which is necessary from time to time. It makes sense that this cost is higher due to increased online sales and thus increased workload.
8. Net Profit comes in at \$5,774.49 for Jan to Oct 2019 compared with \$2,164.03 for Jan to Oct 2018 an increase of \$3,610.46
9. Overall a good result showing good cost control throughout the expense codes.

## Balance Sheet notes

10. Accounts receivable \$80.50 needs looking into it and perhaps writing off, it relates to prior year and is related to a power outage and some compensation claimed. Will review it.
11. Loan to P&C \$20,000 is money transferred to P&C to put on term deposit.
12. Credit card Guarantee \$5000 is money transferred to P&C for credit card deposit.
13. Accruals is for bookkeeping cost accrued in each month from Aug to Oct prior to invoicing. Will send invoice through this week.
14. Sundry Creditors includes \$415.00 for the Coles gift card that needs transferring to the P&C bank account.
15. Fixed Assets \$5,533.00 I have the information on what this is and it will be depreciated in December 2019 as normal.
16. Bank Reconciliation and Credit Card Reconciliation are balanced as at end of October 2019 and obviously match up with the balance sheet amounts.
17. The historical balancing amount of \$1,167.78 on the Balance Sheet has been there for many years when I looked into what it was last year. From what I understand it possibly relates to when MYOB was on a very old version and was upgraded on to new version.

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## Profit and loss

Floreat Park P&C Canteen  
38 Chandler Avenue, Floreat WA 6014, Australia  
Compared to Last Year

Accrual mode  
01 Jan 2019 - 31 Oct 2019  
ABN: 79221966715  
Generated 09 Nov 2019

		Total			
		Actual	Last Year	Var \$	Var %
<b>Income</b>					
4-1700	Fundraiser - Other	75.00	-	75.00 ↑	-
4-1800	Online Canteen Orders	64,546.70	56,907.65	7,639.05 ↑	13.4% ↑
4-2400	Cash Sales	17,511.92	17,200.76	311.16 ↑	1.8% ↑
4-4500	School Functions	253.00	985.80	732.80 ↓	74.3% ↓
<b>Total Income</b>		<b>82,386.62</b>	<b>75,094.21</b>	<b>7,292.41 ↑</b>	<b>9.7% ↑</b>
<b>Less Cost of Sales</b>					
5-2000	Canteen Supplies	30,024.86	29,000.71	1,024.15 ↑	3.5% ↑
5-2800	Drinks	7,074.27	6,052.01	1,022.26 ↑	16.9% ↑
5-3000	Cleaning Products	34.85	93.05	58.20 ↓	62.5% ↓
5-3400	Bags and Paper	2,122.19	1,957.76	164.43 ↑	8.4% ↑
<b>Total Cost of Sales</b>		<b>39,256.17</b>	<b>37,103.53</b>	<b>2,152.64 ↑</b>	<b>5.8% ↑</b>
<b>Gross Profit</b>		<b>43,130.45</b>	<b>37,990.68</b>	<b>5,139.77 ↑</b>	<b>13.5% ↑</b>
<b>Less Expense</b>					
6-1000	Accounting Fees	2,096.15	1,680.00	416.15 ↑	24.8% ↑
6-1200	Advertising	131.60	-	131.60 ↑	-
6-1450	Credit Card Fees	192.88	679.00	486.12 ↓	71.6% ↓
6-1500	Computer & Internet Expenses	585.00	535.00	50.00 ↑	9.3% ↑
6-1700	Commission Fees	1,917.06	1,690.24	226.82 ↑	13.4% ↑
6-2500	Equipment	404.17	758.81	354.64 ↓	46.7% ↓
6-2550	Gifts	-	108.99	108.99 ↓	100.0% ↓
6-2600	Insurance	652.50	588.50	64.00 ↑	10.9% ↑
6-3000	Memberships	90.00	90.00	0.00	0.0%
6-4200	Printing & Stationery	1,017.30	899.70	117.60 ↑	13.1% ↑
6-4800	Repairs & Maintenance	1,101.99	1,020.00	81.99 ↑	8.0% ↑
6-5400	Superannuation expense	2,435.39	2,268.90	166.49 ↑	7.3% ↑
6-5600	Telephone	312.00	446.79	134.79 ↓	30.2% ↓
6-5700	Training	90.00	-	90.00 ↑	-
6-5750	Staff Amenities	16.85	-	16.85 ↑	-
6-6200	Wages & Salaries	25,635.50	24,158.00	1,477.50 ↑	6.1% ↑
6-6600	Workers Compensation Insurance	811.00	904.00	93.00 ↓	10.3% ↓
<b>Total Expense</b>		<b>37,489.39</b>	<b>35,827.93</b>	<b>1,661.46 ↑</b>	<b>4.6% ↑</b>
<b>Operating Profit</b>		<b>5,641.06</b>	<b>2,162.75</b>	<b>3,478.31 ↑</b>	<b>160.8% ↑</b>
<b>Plus Other Income</b>					
8-1200	Interest income	133.43	1.28	132.15 ↑	10,324.2% ↑
<b>Total Other Income</b>		<b>133.43</b>	<b>1.28</b>	<b>132.15 ↑</b>	<b>10,324.2% ↑</b>
<b>Less Other Expense</b>					
<b>Total Other Expense</b>		<b>0.00</b>	<b>-</b>	<b>0.00</b>	<b>-</b>

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## Balance Sheet

Floreat Park P&C Canteen  
38 Chandler Avenue, Floreat WA 6014, Australia

Accrual mode  
31 Oct 2019  
ABN: 79221966715  
Generated 09 Nov 2019

		Total
<b>Asset</b>		
<b>Banking</b>		
1-1000	Bankwest Canteen Account	18,564.79
1-1300	Credit Card Billing Account -5492	-1,668.08
<b>Total Banking</b>		<b>16,896.71</b>
<b>Current Assets</b>		
1-1700	Loan to P&C	20,000.00
1-1750	Guarantee for Credit Card - Term Deposit	5,000.00
1-1800	Accounts receivable	80.50
<b>Total Current Assets</b>		<b>25,080.50</b>
<b>Fixed Assets</b>		
1-2600	Plant & Equipment	5,533.00
<b>Total Fixed Assets</b>		<b>5,533.00</b>
<b>Total Asset</b>		<b>47,510.21</b>
<b>Liability</b>		
<b>Current Liabilities</b>		
2-1800	Accounts payable	3,747.32
2-1850	Accruals	682.50
2-1900	Sundry Creditors	415.00
2-2600	PAYG withholdings payable	158.00
2-3200	Superannuation payable	334.10
<b>Total Current Liabilities</b>		<b>5,336.92</b>
<b>Total Liability</b>		<b>5,336.92</b>
<b>Net Assets</b>		<b>42,173.29</b>
<b>Equity</b>		
<b>Current Earnings</b>		
3-1800	Current year earnings	5,774.49
<b>Total Current Earnings</b>		<b>5,774.49</b>
<b>Retained Earnings</b>		
3-1600	Retained earnings	35,231.02
<b>Total Retained Earnings</b>		<b>35,231.02</b>
3-9999	Historical balancing	1,167.78
<b>Total Equity</b>		<b>42,173.29</b>

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## The. Uniform Shop Report – Louise Birbeck

Attached are the following reports showing comparison with last year column:

- Uniform Shop P&L for Jan 2019 to Oct 2019
- Uniform Shop Balance Sheet as at 31.10.19

The following are the notes to the accounts of any profit and loss area significantly changed from the previous year and some informative notes on the balance sheet also from note 7:

1. Sales from Jan to Oct 2019 up \$2,445.50 overall to same period last year. It is interesting to note that Online Sales has increased 35.3% \$6928.15 on last year and Shop cash credit sales have decreased 30.3% \$4655.00 on last year as a result of shop reduced opening times no longer every week and people then getting used to using the online shop facility instead.

It is also important to note that the Uniform Shop online sales are always reported a month behind as the sales are taken up on a cash accounting basis until year end, thus meaning that Paypal October sales are transferred into the bank in November and therefore taken up in November sales once received.

2. Cost of sales are up when compared to last year by \$3,317.61 however this figure is not accurate until a stock take is done (usually done end of year) and any increase or reduction in stock is moved from the Balance to the P&L via a journal.
3. Paypal fees up on last year due to increased online sales
4. Accounting higher this year as it was done by a volunteer in the Uniform shop last year.
5. There are a few additional costs this year when comparing to last year for adhoc items such as stationary items and shelving etc
6. Net Profit for Jan – Oct 2019 \$2,751.73 is down when compared to last year of \$4,705.04 however this figure will change once stocktake is done.

## Balance Sheet notes

7. Bank reconciliation done as at 31 October 2019 and obviously balances to the Balance Sheet figure.
8. Stock held in balance sheet is \$44,079.79 and was last counted in December 2018, this figure is likely to change when stock counted in December 2019.
9. Accruals is the bookkeeping accrual for Aug to Oct 2019, this will be invoiced next week.
10. Other loan \$5,000 is the amount owed by the Uniform Shop to the P&C, it was borrowed a few years ago when cash flow was not good.
11. Money owed to P&C \$1,359.45 includes Banksia sales less commission for August and Sept only so far.

It is important to note that October Banksia \$2,160.81 less commission will be transferred in November 2019 along with the building donation less commission \$1947.70 and also remaining Banksia sales in November less commission \$243.27 will be transferred in December.



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## Balance Sheet

Uniform Shop - Floreat Park Primary School  
38 Chandler Avenue - West, Floreat WA 6014, Australia

Accrual mode  
31 Oct 2019  
ABN: 79221966715  
Generated 09 Nov 2019

		Total
<b>Asset</b>		
<b>Banking</b>		
1-1000	Cheque account	23,917.78
<b>Total Banking</b>		<b>23,917.78</b>
<b>Current Assets</b>		
1-1200	Cash Float	150.00
1-1900	Stock - Uniforms	44,079.79
<b>Total Current Assets</b>		<b>44,229.79</b>
<b>Fixed Assets</b>		
<b>Total Fixed Assets</b>		<b>0.00</b>
<b>Total Asset</b>		<b>68,147.57</b>
<b>Liability</b>		
<b>Credit Card</b>		
<b>Total Credit Card</b>		<b>0.00</b>
<b>Current Liabilities</b>		
2-1800	Accounts payable	1,853.01
2-1900	Accruals Invoices	157.50
<b>Total Current Liabilities</b>		<b>2,010.51</b>
<b>Long Term Liabilities</b>		
2-3400	Money owed to P&C	1,359.45
2-3600	Other loan	5,000.00
<b>Total Long Term Liabilities</b>		<b>6,359.45</b>
<b>Total Liability</b>		<b>8,369.96</b>
<b>Net Assets</b>		<b>59,777.61</b>
<b>Equity</b>		
<b>Current Earnings</b>		
3-1800	Current year earnings	2,751.73
<b>Total Current Earnings</b>		<b>2,751.73</b>
<b>Retained Earnings</b>		
3-1600	Retained earnings	15,277.09
<b>Total Retained Earnings</b>		<b>15,277.09</b>
3-1000	Owner contribution	41,748.79
<b>Total Equity</b>		<b>59,777.61</b>

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## Profit and loss

Uniform Shop - Floreat Park Primary School  
38 Chandler Avenue - West, Floreat WA 6014, Australia  
Compared to Last Year

Accrual mode  
01 Jan 2019 - 31 Oct 2019  
ABN: 79221966715  
Generated 09 Nov 2019

		Total			
		Actual	Last Year	Var \$	Var %
<b>Income</b>					
4-2400	Uniform Sales - Cash Cheque Credit Card	10,723.50	15,378.50	4,655.00 ↓	30.3% ↓
4-2600	Uniform Sales - Online Paypal	26,535.65	19,607.50	6,928.15 ↑	35.3% ↑
4-2800	Uniform Sales - Second Hand Uniforms	172.35	-	172.35 ↑	-
<b>Total Income</b>		<b>37,431.50</b>	<b>34,986.00</b>	<b>2,445.50 ↑</b>	<b>7.0% ↑</b>
<b>Less Cost of Sales</b>					
5-2000	Perm A Pleat	21,312.61	20,361.00	951.61 ↑	4.7% ↑
5-2400	Spartan	9,118.86	6,853.21	2,265.65 ↑	33.1% ↑
5-2800	LW Reid	315.35	-	315.35 ↑	-
5-3000	Purchases 2	-	215.00	215.00 ↓	100.0% ↓
<b>Total Cost of Sales</b>		<b>30,746.82</b>	<b>27,429.21</b>	<b>3,317.61 ↑</b>	<b>12.1% ↑</b>
<b>Gross Profit</b>		<b>6,684.68</b>	<b>7,556.79</b>	<b>872.11 ↓</b>	<b>11.5% ↓</b>
<b>Less Expense</b>					
6-1000	Paypal Fees	796.20	589.70	206.50 ↑	35.0% ↑
6-1100	Credit Card Fees	1,127.73	1,017.96	109.77 ↑	10.8% ↑
6-1150	Accounting	385.00	-	385.00 ↑	-
6-1500	MYOB Expenses	270.00	264.00	6.00 ↑	2.3% ↑
6-2600	Insurance	725.00	747.00	22.00 ↓	2.9% ↓
6-3600	Office supplies	-	78.31	78.31 ↓	100.0% ↓
6-4200	Printing & stationery	378.00	-	378.00 ↑	-
6-4800	Repairs & maintenance	253.00	-	253.00 ↑	-
6-5200	Sundry expenses	-	156.18	156.18 ↓	100.0% ↓
<b>Total Expense</b>		<b>3,934.93</b>	<b>2,853.15</b>	<b>1,081.78 ↑</b>	<b>37.9% ↑</b>
<b>Operating Profit</b>		<b>2,749.75</b>	<b>4,703.64</b>	<b>1,953.89 ↓</b>	<b>41.5% ↓</b>
<b>Plus Other Income</b>					
8-1200	Interest income	1.98	1.40	0.58 ↑	41.4% ↑
<b>Total Other Income</b>		<b>1.98</b>	<b>1.40</b>	<b>0.58 ↑</b>	<b>41.4% ↑</b>
<b>Less Other Expense</b>					
<b>Total Other Expense</b>		<b>0.00</b>	<b>-</b>	<b>0.00</b>	<b>-</b>
<b>Net Profit</b>		<b>2,751.73</b>	<b>4,705.04</b>	<b>1,953.31 ↓</b>	<b>41.5% ↓</b>



## Floreat Dads

# P&C Report - November 2019

### Recap - Our Purpose

The purpose of the Floreat Dads is to help **inspire and equip father's & father-figures to positively engage with the children in their lives, for the betterment of the kids.** We'll help to do this by;

- Establishing a **supportive network of dads** across the school community;
- Creating opportunities for dads to get involved with their kids through **activities at school and beyond;**
- Create a stronger **connection between dads and the school community.**

## Term 4 - Update

Following a successful launch in August 2019, we've continued to progress establishing Floreat Dads and building awareness across the school and community. Activities have included;

- Hosting a BBQ sausage sizzle at the Floreat Park Primary hosted Interschool Carnival. Over 150 sausages were sold, with **approximately \$450 raised for the P&C;**
- Planning and advertising the first all-school Dad and Kid/s event for Sunday the 8th of December, Mini-Golf Tournament at the Wembley Mini-Golf Course. The event has been well subscribed, with **over 70 of 120 tickets already sold** (see floreatdads.com).

We have also been busy with establishing the 'infrastructure' required to get Floreat Dads up and running, this has included establishing the following;

- Membership of the Committee, nine eager dads have put their hands up, with coverage across most year groups next year - announcement to follow shortly once confirmed;
- Simple and fit for purpose Terms of Reference for the Committee, presented at this P&C;
- Developed a simple logo, reflecting the purpose of the Floreat Dads;
- Hosting for our website (FloreatDads.com / .com.au), setting up a Facebook page, low cost events management platform (Weemss), online payment platform for ticket sales (PayPal and Stripe), off-line credit card facilities for fundraising (Square), and a bank account for management of monies raised and expenses for our first event and promotion.

In addition, through our collaboration with the Fathering Project, Jane Rowlands participated in a 'think tank' in October with fellow principals to further the involvement of fathers and father-figures within the school community.