

# 11 February 2026 MINUTES

## Woonona Public School P&C Association - General Meeting

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Chair: Casey Allen (CA), President

Location: Woonona Public School, Admin building | Time: 6:30 – 8:00PM

Zoom Link: (links will last for 40 min each, please log into the second one when first times out)

<https://nsweducation.zoom.us/j/66994185884?pwd=8Fk71t0FJcM7wsNnebo83ZuFtWn8ym.1>

Meeting ID: 669 9418 5884      Passcode: 129654

<https://nsweducation.zoom.us/j/69081753274?pwd=3PYpFMlivWcOVefyj7755ZAbWOHCXI.1>

Meeting ID: 690 8175 3274      Passcode: 540708

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### Member Attendance

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**P&C Committee:** Tarsha Blayze (TB), Louise Delanty (LD), Vice President | Bernadette Christie-David (BCD), Treasurer | Lindsay Sharp (LS), Secretary

#### P&C Sub Committees:

*Events:* Kristy Smith (KS), Jasmine Pescud (JP)

*Uniforms:* Jodie Stephens-Fripp (JSF)

**Other members:** Adrian Cuenca (AC), Zoe Arora (ZA), Angelika Wachs (AW), Antonia Nunn (AN), Jules Chenoweth (JC)

**Relieving Principal:** Alison Strinic (AS)

**Reliving Deputy Principal:** Rebecca McLerie (RM)

**Apologies:** Sarah McManus (SM), Tim Fisher (TF), Alexandra Brown (AB), Laura Dodd (LD), Melissa Armstrong (MA), Jenna Andrews (JA), Isabelle Pfaeffli (IP), Liz Phillips (LP)

Time	Item	Presenter
6:30 – 6:35PM	Welcome, Introduction, Apologies and Acknowledgment of Country: <i>“We acknowledge the Traditional Custodians of the lands we are meeting on today (the Wodi Wodi people and the Dharawal nation), and pay respect to Aboriginal and Torres Strait Islander peoples, Elders past and present, and their rich and diverse cultures.”</i>	CA
6:35 – 6:40PM	Approval of last meeting minutes.	LS
6:40 – 6:55PM	<b>REPORTS</b>	
6:55- 7:30PM	<b>President:</b> <b>What’s happened:</b> - Lots happening behind the scenes. Special thanks to Jodie and Alex who were at school in last week of holidays filling orders, helping parents and tidying up. Lou also came to help. Kindy afternoon tea, Lou ordered, Jas and	CA

Jodie came to help on the afternoon. The event was swapped from morning to afternoon on the Friday which helped us to be more organised.

***What's planned:***

- Two events coming up in Term 1; BBQ on meet the teacher afternoon and in week 9 we have Michelle Mitchel. Next meeting in week 7 will be also be the AGM. We will be reviewing how things have been working, roles etc between now and then. Please get in touch with Casey with any feedback you wish to share. If you want to vote at the AGM, you need to top up your membership (\$2), link will be in WhatsApp group.

***Principal:***

***What's happened:***

- The start of 2026 has been calm, with students settling in well - something staff have clearly noticed and appreciated. One challenge for Alison has been timing communications effectively, given everything happening at the beginning of the year. This includes managing the transition from Central to School Bites, adjusting notification settings, and prioritising which communications go out and when. To avoid overwhelming families, welcome messages and class structures were shared as separate posts.

***What's planned:***

- Upcoming events include the start of the music program tomorrow, Bec and Alison have worked hard to get the program up and running, appreciating that the P&C have covered half the cost. Each stage will have a 40-minute lesson per week for the term, with payments due at the end of the term for the whole school. Heidi Piper will be the music teacher, and lessons will be held in the spare demountable.
- The swimming carnival takes place tomorrow and involves 145 students, more than usual.
- The "meet the teacher" event is scheduled for next Wednesday, classroom teachers will share their class slides to prepare families for this session.
- Years 3–6 will be receiving a separate sports note detailing selection processes, this will be sent out next Tuesday.
- SRC induction will take place in the coming weeks, while NAPLAN for Years 7 and 9 is scheduled for Week 6, school photos for Week 8, and parent-teacher meetings for Week 10. The Easter Hat Parade including year 6 raffle, fall on the last day of term.
- Many parent events have been moved from Tuesday to Wednesday, which has worked well for staff. The 12-month calendar went up in December, though dates were initially hidden until Casey noted no events were visible, this issue has been fixed.
- There has been significant change in staffing and school structures this year. Mr. C, the new Assistant Principal for Stage 1, has joined through transfer. The way staffing works is generally it is one merit position to four transfers/priority, however, can vary. This can create challenges as staff in relieving roles may not have the chance to apply for permanent positions when transfers occur.
- Mr. C brings extensive experience and will soon share some introductory "get to know you" info. Staffing structures have been adjusted due to reduced student numbers, impacting school staffing entitlements. Notable changes have been around Science, Library and office administration. Previously, RFF was spread over 15 days; this year it is condensed into nine days.

AS

- A new permanent librarian, Mrs. Monahan, while Tim is expected to return in Term 2. Tomorrow's census date will officially determine staffing entitlements for the year.
- Student numbers have changed significantly, with 494 enrolled today compared to 519 last year. Ninety-one Year 6 students left, and 66 Kindergarten students started, with the school's highest enrolment previously being topped at 620. Changes in zoning have contributed to this shift. Many staff are working part-time or in job shares, encouraged by the Department to retain quality teachers, though this sometimes makes buddying difficult.
- Classes were finalised earlier than ever, with students settled by 11:30 a.m. on Tuesday. Composite classes have been structured based on student numbers, ensuring balanced social and academic spreads. Stage 1 had to include at least one composite class for class sizes not to blow out, which guided the decision to make 6 year 1/2 classes at 22 students, rather than single-year classes with 25 or 26. Teachers report that Year 2 students are stepping up as mentors, and Year 1 students are exceeding expectations. Stage 2 and 3 have also been adjusted to maintain reasonable class sizes. The 4/5 composite class now has 29 students, down from what would have been 34 in a single-year class. Mrs. Bleaker has worked extensively on teacher slides to show differentiation strategies for cross-stage teaching reassuring parents about the 4/5 combination.
- Parents will notice a change in communications with terminology about 'years 3-6' rather than 'Stage 2 and 3'.
- To accommodate the composite classes, adjustments have also been made to the cross-country event: all Year 2 students will be invited, with a modified course for those under eight.
- New class/student groupings are based off lengthy consultation with previous years staff, confidentiality, social-emotional needs, and academic balance.
- Science and Library lessons remain at one hour per week. Parents will notice that Technology is not included in the weekly 1-hour lessons anymore as it is now aligned with the new syllabus, embedding and integrating technology learning more directly into the classroom.
- The newsletter and social media updates will follow next week.

BCD

**Treasurer:**

- Budget Approvals:
  - o Michele Mitchel travel fee \$2000 (will be less as sharing with Shellharbour city council event) approved AW
- Current bank account totals:
  - o General account: 57,498.59
  - o Uniform account: 43,530.21
- Upcoming/Paid Invoices:
  - o 4842.00 (Including Square, reimbursement to Lou for books, coffee for teachers, soccer tops, accountant fees \*\*see below detailed treasurer report)
  - o 17,809 to uniform shop
  - o 3-4K invoices to pay to LWReid
- Other matters:
  - o 21K profit from uniform shop
  - o Audit, accountant prepared financials- donation card deposits weren't coded correctly. Double checking for donations through Square as

	<p>well. Bernedette will advise the accountant and will have final update next meeting.</p> <p><b>Uniform Shop:</b></p> <ul style="list-style-type: none"> <li>- General update: Orders filled on Fridays, Laura is helping again this year.</li> <li>- New paid members: <ul style="list-style-type: none"> <li>o Antonia Nunn (AN)</li> <li>o Jules Chenoweth (JC)</li> </ul> </li> </ul> <p><b>Events:</b></p> <ul style="list-style-type: none"> <li>- Meet the teacher BBQ</li> <li>- Michelle Mitchell event and ticketing. Launch ticket sales tomorrow. \$35 per ticket. Michelle will give talk, then open floor for Q&amp;A, interactive. Presale to Woonona PS, then open to general public. School will get Russell Vale and WEPS to promote after presale. Goal is 150 tickets. Hoping to pull together a raffle. Promo up around meet the teacher. QR at BBQ. 6-8:30pm. Tea/coffee, bake sale? cheese and cracker boxes- to be discussed within event Whatsapp group and at confirmed at next meeting.</li> </ul>	<p>AB</p> <p>CA</p>
<p>7:30 – 7:40PM</p>	<p><b>General discussion/New business:</b></p> <ul style="list-style-type: none"> <li>- P&amp;C Review of 2025- what worked, what didn't, what to do differently before upcoming AGM. Doesn't have to be in the meeting tonight, get in touch with Casey if you want to share. We will table these things for a fresh start in 2026. Ex, Newsletter, communications, fundraising etc.</li> <li>- Casey broken down events in spreadsheet (see attached). Looking at second gift to the school later in the year. Alison will let us know what else might be needed. Alison requested to let school whenever we are planning a raffle and they will make sure its aligned with a school event. Noted to that we will be keeping mother's and father's day raffles for sure.</li> <li>- Lindsay noted suggestion made by some parents for more mufti-day fundraisers instead of donation cards. Alison noted SRC runs mufti days during the year, getting about \$600 per day.</li> </ul>	<p>CA</p> <p>CA</p> <p>LS</p>
<p>7:40 – 7:50PM</p>	<p><b>Matters arising from previous meeting:</b></p> <ul style="list-style-type: none"> <li>- Donation card final amount raised- 1,786 via uniform shop or direct deposit.</li> <li>- Banabae advertising via discount code for school. P&amp;C had said we'd put this in the next newsletter but will now post on socials instead- Casey will make sure this happens, Kristy also will push out via FB events page.</li> </ul>	<p>CA</p> <p>LS</p>
<p>7:50- 7:58PM</p>	<p><b>Summary of key P&amp;C Calendar items for the month/s ahead:</b></p> <ul style="list-style-type: none"> <li>- Meet the teacher BBQ – Feb 18<sup>th</sup> parents from 3pm. Adrian and Casey got a new BBQ. Lou did the shopping. Sausage sandwiches only with onion and sauce. Bought stock for 300. May sell out- just had to give best guestimate. First in best dressed will go out in coms. Square and petty cash float organised. Shifts have been split so parent volunteers can still attend meet the teacher. Light on hands for early shift. Bernedette will jump in there.</li> <li>- Mother's Day Stall- Chelsea is already buying ready for this.</li> <li>- Michelle Mitchell speaking event- week 9, 18<sup>th</sup> march</li> </ul>	

7:58PM	Close	
<b>Next Meeting:</b> March 11 <sup>th</sup> , May 6 <sup>th</sup> , June 3 <sup>rd</sup> , August 5 <sup>th</sup> , September 2 <sup>nd</sup> , October 28 <sup>th</sup> , November 25 <sup>th</sup>		

To join as a member of the P&C, please visit <https://wpsuniforms.square.site/>. The membership fee is \$2. Please note that payment of the membership fee must be made by the close of one meeting so that the member is eligible to exercise membership rights such as voting at the next meeting.

***Please send any correspondence or agenda items in advance to [enquiries@wppc.com.au](mailto:enquiries@wppc.com.au).***

## P&C Treasury Update

Prepared by: Bernadette Christie-David

Date: 11 Feb 2026 (last meeting 29 Oct 2025)

### Budget Approvals

- Michelle Mitchell Travel Fee - \$2,000

### Account Balances

- Main P&C Westpac Account = \$57,483.59
- Uniform Shop Account = \$43,530.21

### Invoices that have been paid (since last meeting) - Main Account

- 18 Nov 2025 - \$169.77 - Coffee
- 20 Nov 2025 - \$109 - Square
- 20 Nov 2025 - \$105.05 - Payment to Lou
- 20 Nov 2025 - \$1,274 - Soccer tops
- 27 Nov 2025 - \$467.36 - Louise reimbursement for Books
- 4 Dec 2025 - \$1,650 - Deposit for Michelle Mitchell
- 17 Dec 2025 - \$45.75 Reimbursement to Lou
- 29 Dec 2025 - \$109 - Square
- 9 Feb 2026 - \$913 - Ruiz & Associates Accountants for Financials
- **TOTAL = \$4,842.93**

### Invoices that have been paid (since last meeting) - Uniform Account

- 24 Nov 2025 - \$2,880.79 - LW Reid
- 17 Dec 2025 - \$1,024.65 - Sweet P Dress
- 17 Dec 2025 - \$1,342 - Sports Caps
- 27 Jan 2026 - \$396 - LW Reid

- 27 Jan 2026 - \$825 - LW Reid
- 27 Jan 2026 - \$1,679.04 - LW Reid
- 27 Jan 2026 - \$1,266.10 - LW Reid
- 27 Jan 2026 - \$3,032.15 - LW Reid
- 27 Jan 2026 - \$3,972.21 - LW Reid
- 9 Feb 2026 - \$588.50 - Sweet P
- 9 Feb 2026 - \$585.09 LW Reid
- 9 Feb 2026 - \$218 - Square
- **TOTAL = \$17,809.53**

#### **Income in #347 (Main Account)**

- 27 Nov 2025 - \$1,280.95 Grandparents Day
- 17 Nov 2025 - \$100 - Donation from Adrian Dowdle
- **TOTAL = \$1,380.95**

#### **Income in #363 (Uniform Shop)**

- 5 Nov 2025 - \$2,300 - Deposit from Square
- 21 Nov 2025 - \$5,000 - Deposit from Square
- 4 Dec 2025 - \$1,000 - Deposit from Square
- 9 Dec 2025 - \$1,000 - Deposit from Square
- 27 Jan 2026 - \$6,000 - Deposit from Square
- 2 Feb 2026 - \$4,000 - Deposit from Square
- 4 Feb 2026 - \$2,000 - Deposit from Square
- **TOTAL = \$21,300**

#### **Upcoming Invoices**

- About \$3-\$4K of LW Reid Uniform Shop orders

#### **Complete the Audit**

2025

**Fundraising, events and uniform shop proceeds**

Activity	Forecast	Spent	Proceeds	Total Profit
Kindy Morning Tea	\$0	\$0	\$0	\$0
Hot Cross Bun Drive	\$400	\$756	\$1,026	\$270
Mothers Day Stall	\$1,000	\$3,256	\$4,074	\$818
Mothers Day Raffle	\$1,000	\$0	\$2,055	\$2,055
District Cross Country Canteen	\$750	\$948	\$1,717	\$769
Parent-Speaker Night	\$0	\$0	\$0	\$0
IGA Donation	\$500	\$0	\$700	\$700
Bunnings BBQ Fundraiser	\$2,600	\$850	\$3,800	\$2,950
Donation Cards	\$1,500	\$300	\$1,786	\$1,486
Fathers Day Stall	\$1,000	\$2,181	\$3,349	\$1,168
Fathers Day Raffle	\$2,000	\$0	\$1,235	\$1,235
Grandparents Day	\$1,200	\$105	\$1,282	\$1,177
Uniform Shop	\$20,000	\$25,698	\$51,755	\$26,057
<b>YTD</b>	<b>\$31,950</b>	<b>\$34,094</b>	<b>\$72,779</b>	<b>\$38,685</b>

**Expenses and donations**

Annual insurance	\$	1,769.00
School donation	\$	30,000.00
Teacher coffee	\$	169.77
Annual audit	\$	825.00
Square subscription (ongoing)	\$	-
Square subscription reimbursement (one off)	\$	2,616.00
Deadly Award	\$	440.00
Student soccer tops	\$	1,401.40
Annual book prizes	\$	467.50
Kindergarten Orientation - Hats	\$	1,200.00
Depreciation - Plant	\$	-
<b>YTD</b>	<b>\$</b>	<b>38,888.67</b>

<b>CURRENT TOTAL YTD</b>	<b>-\$</b>	<b>203.66</b>
CURRENT ACCOUNT BALANCE		
PROJECTED YEAR END BALANCE		

*\*Previous years expenditure on school purchases = \$10254 (2024), \$32490 (2023), \$36675.61 (2022) and \$34661.23 (2021)*