Meeting opened at 7:05pm


Apologies: Vanessa Glastonbury

Minutes of previous AGM on 12 December 2012:

Proposed: Tanya Sandoe
Seconded: Nick Fiennes
Passed unanimously by all present.

Annual Reports:

Principal’s Report (Appendix 1):
Relieving Principal Mrs Belinda Zorian read her report. She advised that the Resilience Program ran successfully across all years in 2013. Teachers attended training on the new English syllabus. There will be no text book for stage 3. The school library is now used for technology and research projects. WPS has been successful in all sporting areas. Staffing for 2014 is well underway, with planning for a second deputy and an assistant principal. John Benton is returning as Principal in 2014.

P & C report (Appendix 2):
President Clair Scott read her report. Evette Hopkins is organising the school disco for 2014. The proposed Band Room Demountable has received no complaints from council or neighbours. No news on grants at this stage. Canteen was outsourced in term three 2013: new manager is Marilyn Powell. Thank you to the canteen committee, as well as Michelle Lightfoot and Tanya Sandoe for managing term two in the canteen. In the uniform shop Jane Ford is making excellent progress: stocktake, ordering system in place. P & C Commitments for 2013 honoured including $20,000 KLA and $14,000 for learning support one day per week. Thanks to the existing committee.

Treasurers Report (Appendix 3):
Report read by Derek Lightfoot.

Band Report (Appendix 4):
Report read by Anne Seage.

**Uniform Shop Report (Appendix 5):**

**Other matters:**

**Band Budget**
- Frank Cross is chasing outstanding fees
- 2014 fees to be paid before collection of instruments
- Beginner band and junior band will have rehearsals twice per week in 2014
- Fundraising ideas already underway for 2014
- Committee getting smaller - Alix Helps to collate forms
- Discussion on insurance - if needed or not
- Budget to be looked into, be circulated and resolution made

**Audited Financial Reports 2012:**
Acceptance of financial reports moved by Mark Rudlin.
Seconded by Derek Lightfoot.
Approved unanimously.

**Life Memberships:**

P&C President awarded Certificates of Appreciation to:
- Evan Jones - Chess
- James Loughhead - longstanding Treasurer for P&C
- Susan Stenning - Ex P&C President, as well as service as bookkeeper and in the uniform shop
- Anne Seage - band
- Also Anne Wild and Lisa Orielly for organizing the disco

**Ratification of Sub Committee:**
Band as per report
Proposing Frank Cross
Seconded Jonathan Helps
Approved unanimously
Uniform shop: Susan Stenning

**Office Bearers:**

**President:** Clair Scott
Proposed: Linda Russell
Seconded: Alix Helps
Approved by all
Vice President: Linda Russell
Proposed: Nick Fiennes
Seconded: Alix Helps
Approved by all

Vice President: Mark Rudlin
Proposed: Nick Fiennes
Seconded: Alix Helps
Approved by all

Treasurer: Derek Lightfoot
Proposed: Anne Seage
Seconded: Alix Helps
Approved by all

Secretary: Tanya Sandoe and Tracey Haynes
Proposed: Linda Russell Seconded by Alix Helps
Approved by all

General member: Jonathan Helps
Proposed: Anne Seage
Seconded: Nick Fiennes
Approved by all

Class Coordinator:
By appointment Vanessa Glastonbury

Meeting Closed 8:45pm.

//ends//
Meeting Opened at 8:55pm

Present: Kerrie Cooley, Frank Cross, Nick Fiennes, Jonathan Helps, Alix Helps, Laurence Hibbert, Derek Lightfoot, Mark Rudlin, Linda Russell, Tanya Sandoe, Clair Scott, Anne Seage, Jane Ford, Tracey Haynes, Ingrid Van Loon, John Fogarty, Melissa Fogarty, Belinda Zorian

Apologies: Vanessa Glastonbury

Minutes approved for 18/9/13 and 6/11/13
Proposed: Derek Lightfoot
Seconded: Alix Helps
Passed unanimously

School Report by Mrs Zorian
Deputy Principal doing English seconded languages and computers

Confirmation of Bank Signatures
President: Clair Scott
Vice Presidents: Mark Rudlin and Linda Russell
Secretary: Tanya Sandoe
Treasurer: Derek Lightfoot
Proposed: Jonathan Helps
Seconded Derek Lightfoot
Passed unanimously

Meeting dates 2014
First Wednesday in March

Fundraising event
Will be Trivia Night

Carpark at front of school
Change sign to 2.30pm not 3pm - school to do.

Boom Gate
Discussion on not opening it at all, change of code and people driving around boom gate.

Teachers Lunch
Thanks Tanya for organizing it
Northern District P & C
Quarterly meeting we will share the attendance.

Meeting Closed 9:15pm.

//ends//

(Appendices 1 - 5 to follow)
APPENDIX 1
RELIEVING PRINCIPAL’S REPORT FOR ANNUAL GENERAL MEETING OF THE P&C
WEDNESDAY 11 DECEMBER 2013

CURRICULUM AREAS - EVALUATIONS
The Annual Report will be published in term 1 and will consist of the key achievements, NAPLAN and school based curriculum results, financial records and report key elements of the school.

STUDENT WELFARE RESILIENCE PROGRAM
The program designed by educational psychologists Helen McGrath and Toni Noble was implemented this year as a result of playground behaviours in 2012 which indicated that disagreements on the playground could be assisted with guidance in how to form good relationships and bounce back strategies.

The Student Welfare Committee implemented a scope and sequence of learning experiences where Kindergarten students focused on core values and bounce back, years 1, 3 and 5 on relationships and years 2, 4 and 6 on bouncing back. ‘Core Values’ reflected the values of integrity, support, cooperation, acceptance and difference, respect and friendliness. The ‘Relationship’ units assisted students to understand and manage shyness and social anxiety, skills for making and keeping friends, getting along well with others and being accepted and managing conflict. The ‘Bounce Back’ units introduced human resilience, or the capacity of people to bounce back after experiencing hard times. Lessons were based around quality picture books and which stimulated discussion and included e-activities on the interactive white board, drama, songs, poetry, circle time, games and team cooperative activities.

Findings and conclusions are premature as this stage with long term affects requiring a few years of implementation. Initial surveys indicate:

- 23% of students prior to the program compared to 13% following the program in years 2, 4 and 6 felt that ‘bad feelings just happen to me and there is nothing I can do about them.’
- 9% of students prior to the program compared to 5% following the program in years 2, 4 and 6 felt that ‘when something bad happens to me, I think things will never get better’
- 71% of parents who responded agreed or strongly agreed the school was doing a good job in teaching this program. 26% of parents were unsure of the effect.
- 95% of teachers who responded agreed or strongly agreed the school was doing a good job in teaching this program.
- 90% of teachers who responded agreed that students’ relationships and resilience had improved.

SCHOOL PRIORITY 2012-2014
Our three goals in our 2012-2014 School Plan are centred on:

- Improving writing
Improving girls’ results in mathematics
Curriculum differentiation

WRITING
In 2013, our achievements include:
• 72.9% of Year 5 boys achieved their individual expected growth target in the NAPLAN Writing test between Year 3 and Year 5
• Less girls reached their expected target compared to the boys and this remains a target
• Most girls who scored in Bands 2, 3 or 5 in Year 3 NAPLAN Writing test made good progress
• 67.4% of Year 7 former WPS boys and 60% of Year 7 WPS girls achieved their individual expected growth target in the NAPLAN Writing test between Year 5 and Year 7 indicating effective stage 3 practices
• 100% of Year 2 students made growth in narrative writing using pre and post writing school based rubrics. Girls out performe d boys with raw scores but boys growth score was higher with 42% growth in boys’ average score compared to a 40% growth in girls.
• 90% of parents who responded agree or strongly agree the school does a good job in teaching writing.

NAPLAN RESULTS FOR YEAR 3 STUDENTS
95 students completed the 2013 NAPLAN at Wahroonga Public School
• 2013 WRITING - 72.8% of students in the top 2 bands compared to 54.2% of the state
• 2013 SPELLING – 71.1% of students in the top 2 bands compared to 49.6% of the state
• 2013 GRAMMAR AND PUNCTUATION – 74.6% of students in the top 2 bands compared to 54.4% of the state
• 2013 READING – 67.6% of students in the top 2 bands compared to 46.6% of the state

NAPLAN RESULTS FOR YEAR 5 STUDENTS
95 students completed the 2013 NAPLAN at Wahroonga Public School
• 2013 WRITING – 31.6% of students in the top 2 bands compared to 23% of the state
• 2013 SPELLING – 65.3% of students in the top 2 bands compared to 37.9% of the state
• 2013 GRAMMAR AND PUNCTUATION – 70.5% of students in the top 2 bands compared to 42.1%
• 2013 READING – 69.4% of students in the top 2 bands compared to 37.4% of the state

2013 ICAS (International Competition and Assessment for schools) – UNSW
• Competition results in English: 4 High Distinctions, 40 Distinctions and 81 Credits
• Competition results in Mathematics: 2 High Distinctions, 30 Distinctions and 91 Credits
• Competition results in Spelling: 4 High Distinctions, 28 Distinctions and 69 Credits
• Competition results in Writing: 8 High Distinctions, 38 Distinctions and 77 Credits

NEW ENGLISH SYLLABUS FAMILIARISATION
All staff members were involved in Professional Development sessions throughout the year on the NSW English syllabus for the Australian Curriculum. With a member of our community schools, Turramurra North Public School professional development sessions were conducted on the organisation and scope of the syllabus, teaching author’s purpose and audience and explicit spelling strategies, the program builder and using multimedia. Teachers attended professional development sessions throughout the year and two parent information sessions were conducted in November on the new syllabus. All stages have written a unit of work to be implemented in term 1 of 2014. 100% of staff strongly agree or agree that they have a greater understanding of the new English syllabus.

SCHOOL PRIORITY 2012-2014 - TO IMPROVE STUDENT WRITING

2014 Targets to achieve this outcome include:

• 60% or more students demonstrate expected growth in writing from WPS year 3 cohort to WPS year 5 NAPLAN
• Increase the percentage of students from 31.6% to 40% in the top 2 bands in writing year 5 NAPLAN
• 30% growth when comparing pre to post score of student rubric results in Years 2 to 6

Improve writing standards of all students K - 6

Strategies for achieving this outcome include:

• Professional learning for teaching staff in the quality teaching framework of effective engagement of students (2.2), at least four rubrics completed each year to indicate explicit quality criteria and feedback to students (2.1) and best practices of scaffolding and modeling in the writing process
• Devoting more time to purposeful writing within our timetable
• Consolidating writing improvement strategies such as VCOP (K-6) and ‘Seven Steps to Writing’ (3-6) beginning in term 1
• Visiting schools within region with high growth in writing for observations and further strategies
• Expand the existing program in stage 1 to stage 2 by programming for explicit lessons in spelling to weaknesses identified in grade diagnostic Spelling tests and effectively grouping children within each class to focus on their spelling needs
• Teaching visual literacy/author’s purpose units of work on nominated picture book to enhance descriptive writing
• Students and/or teachers K – 6 writing two individual writing goals to encourage ownership of the writing process
• Purchasing additional resources to support programs

MATHEMATICS

INQUIRY LEARNING IN THE LIBRARY
In 2013, the school enhanced the use of technology and student learning by implementing Inquiry Learning in the school’s library program. Each stage had one term of lessons with the librarian, Mrs Mills and the teacher team teaching part of the class’ H.S.I.E. unit of work. The program developed research skills through multi media using existing computers and newly purchased note books as well as the reference material within the library. The longer lesson duration gave the students time to research and acquire a deeper knowledge and understanding of researched content. This program will continue in 2014 with research skills, critical literacy and student outcomes our continued major priority.

SPORTING SUCCESS
The school continued its dominance at the zone athletics and swimming carnivals. The school was 1st for the Zone Swimming and Zone Cross Country Carnivals and 2nd for Zone Athletics. In the Hornsby Primary Schools Sports Association (PSSA) inter-school competition the Senior A and Junior A netball teams came 1st. In 2013 we extended the swimming program to year 2 for terms 1 and 4 and years 1 in term 4.

EFFECTIVE SCHOOL COMMUNICATION
The school’s newsletter and website insure the information was current and useful. 97% of the parents surveyed responded that the school’s newsletter is an effective means of communication and that it is always read by 79% of the surveyed parents and usually read by a further 21%.

THE BUSH SCHOOL FAIR
The school has strong and effective partnership with the parent community and this partnership is an important contributor to the success the school experiences. We are fortunate to enjoy extensive parent support in a number of areas which assist us in providing extensive learning experiences for the students. My particular thanks to our P&C Association, led by Mrs Clair Scott and her fair committee team who organised and ran a highly profitable and successful fair which raised $38 000.

SATISFACTION WITH THE SCHOOL
In 2013 the school sought the opinions of parents, students and teachers about the school. Their responses are presented below:
• 90% of parents who responded agree or strongly agree they are satisfied with schooling here.
• 97% of parents who responded agree or strongly agree the school does a good job in teaching reading.
• 90% of parents who responded agree or strongly agree the school does a good job in teaching writing.
• 94% of parents who responded agree or strongly agree the school does a good job in teaching talking and listening.
• 90% of parents who responded agree or strongly agree the school does a good job in teaching numeracy.
• 90% of students agreed or strongly agreed their teachers helped them at school.
• 100% of teachers agreed or strongly agreed they are satisfied with schooling here.

The great majority of the other parents or students indicated they were unsure how the school did in these areas with less than 3% indicating they were dissatisfied with any area. There were many thoughtful individual comments from parents, students and staff.

TECHNOLOGY
Mrs Carlos has completed the first phase for the introduction of wireless within the school – ‘L’ block which consists of Year 5, 6 and year 2 classes and the Enrichment room. All fitted with cabling. 10 classrooms and the library are wireless with teachers this term using wireless devices. We are developing the infrastructure so that the school will be able to have lessons inside and outside the classroom using various types of technology. We are still having discussions about the direction the school will proceed i.e laptops versus ipads. The second phase and third phase of the project will require funding. Mr Edwin Tomlins will be the ICT teacher next year. Mrs Evans the new DP has a background in running the Macquarie university ICT unit and will be an essential part of our future direction with technology.

STAFFING
John Benton to return to school as Principal. Fran Hall who broke her leg whilst at school will return full-time in 2014. Maternity leave teachers - Belinda O’Neill returns two days a week from January, Belinda McMahon returns term 4 two days a week and Tanya Tronson returns one day a week in term 4. Through merit selection, Mrs Evans has been appointed to the school and will begin in 2014. I will be having a teaching load of 2 days a week ESL and Mrs Evans will be teaching ICT two days a week. The school will fund the 5th day where we both will be off class at the same time for one day. Cynthia Groves will begin as Assistant Principal of stage 2 in 2014. Appointment of 28th classroom teacher by central allocation being processed. Current enrolments and new proposed enrolments for 2014 may require a 29th teacher.

FINANCIAL YEAR
Kathy Marlin completed the rollover on 2 December. Please see finance summary sheet.

Belinda Zorian
Acting Principal 11/12/13
Appendix 2

Wahroonga Public School P&C 2013 – President’s Report

The Wahroonga Public School Parents and Citizens (P&C) Association has two primary objectives:

- To promote the interests of the school by bringing together the various groups associated with the School such as parents, students, staff and citizens;
- To assist in providing facilities and equipment for the school and promote the recreation and welfare of the students at school.

As is customary, the year started with a well attended “Tea and Tissues” morning for parents of our 2013 Kindy intake. There were a few tears but also some very relieved parents!

Our “Icebreaker” evening was very successful, with the Kindy veranda full of both new and current parents. The feedback on the night was really positive and I feel this is a great way for the P&C to begin the school year. This is an ideal opportunity for new Bush School parents, particularly those moving to Wahroonga with older children, to meet others and gather information about the school.

The School Disco was held for the children at the end of Term 1. The experienced organising committee, headed by Anne Wild and Lisa O’Reilly, did a wonderful job as always. Evette Hopkins will be leading the committee in 2014, with the date and DJ already booked. I wish Evette every success.

Fundraising

Fundraising is a huge job for any P & C and this year we certainly rose to the challenge.

Our main fundraiser was the School Fair in September. With the added bonus of a federal election being called on the same day (with just 5 weeks notice!) $38,000 in profits was raised. It was a very busy day with a large turnout and was only made possible by the army of volunteers on the organising committee and our dedicated parents running stalls and events on the day. Our children provided excellent entertainment in the form of music and dancing. We were also delighted to host many external stalls, events and bands/dance groups. The highlight for the children was of course the funfair rides, opened by the NSW Premier, Barry O’Farrell. We had great support from our Teachers who managed to raise an incredible $2,000 from frozen water in the form of snocones.

The purpose of the Fair was to raise funds to enable wi-fi connectivity throughout the school ($25,000) plus start a Technology Fund ($13,000) with the principle aim of repairing/replacing the much used classroom whiteboards within the school.

The P&C oversee 3 sub-committees: Band, Canteen and Uniform shop.

Band

Our young musicians have had another great year and we congratulate them on their achievements. I would like to thank our Band Coordinator, Anne Seage for all of the time and
effort she puts into coordinating the program, plus the conductors and all of the tutors, for developing the musical talents of the Bush School children. I would also like to thank the parents who volunteer within the program in many ways, from being a Band Mum to ferrying instruments and children to locations.

The P&C aims to provide a much larger Bandroom in 2014 to accommodate our ever increasing band numbers in the form of a demountable classroom. This will cost in the region of $200,000 which will be covered from funds raised for this project by Band parents over the past 8 years plus a contribution from the P&C. At the time of writing, we still await the outcome of a $40,000 state government grant application for this purpose.

Canteen
Due to the unexpected departure of our newly appointed Canteen Manager in Term 1, the decision was made to outsource the canteen. This follows several years of difficulty in obtaining volunteers to work in the canteen and challenges in ensuring profitability.

A provider was selected after a formal tender process and we wish Marilyn Powell well with this business. I would like to thank the Canteen Committee for all of their hard work during 2013, Janet Bodley, Kerri Cooley, Fay Ford, Nilu Habibi, Michelle Henderson, Stephanie Sherlock and of course our wonderful interim Canteen Managers – Michelle Lightfoot and Tanya Sandoe.

Uniform
Our Uniform Shop Manager, Jane Ford, has made excellent progress in 2013. In particular I would like to thank Jane for putting in place the new stocktake and ordering systems to ensure we have the data to maximise profitability.

A big thank you to our wonderful parent volunteers in the Uniform Shop, some of whom help out each week and rush in to assist at last minute notice.

Other School Commitments...
Each year the P&C makes a commitment to contribute $20,000 to the school to be used for the funding of KLA related resources. We honoured this commitment again for the 2013 year from funds contributed by the Canteen and Uniform Shop. This commitment is reduced in 2014 to $10,000 as the Canteen lease proceeds are paid directly to the school.

The P & C has also committed some funds for the following in 2013:
- Learning support teacher – 1 day ($14k)
- Prizes and trophies for Presentation Day ($1k)

The P&C will host the annual staff lunch in the last week of school. It is our hope that this small gesture expresses our gratitude for the time and effort put in to the education of our children by the dedicated staff at Wahroonga Public School.

Thanks to John and Belinda for their support of the P&C and the wonderful office staff, Vahideh, Kathy, Carol and Sharon.
On a personal note, I would like to thank Nick Fiennes and Linda Russell for their unending support. Also, a big thanks to the other members of the Executive Committee and extended P&C Family – Frank Cross, Vanessa Glastonbury, Jonathan Helps, Laurence Hibbert, Derek Lightfoot, Michelle Lightfoot, Mark Rudlin and Susan Stenning.

But by far the best fun I had in 2013 was working with the marvellous Fair Organising Committee. With fond memories of our weekly gatherings...

Clair Scott
A: Executive Summary

From a financial perspective the P&C Committee has focussed on the following matters in 2013:

- Continuing the strong financial controls established by James Loughhead, the previous Treasurer.
- Ensuring that the P&C is in a position to finance the proposed Music Room purchase whilst retaining adequate reserves for the future.
- Ensuring that the maximum amount of P&C funds are invested in interest bearing deposits whilst retaining sufficient cash for working capital. Currently 70% of P&C funds are invested in Term Deposits and there is scope to increase this further.
- Improving management of P&C funds by moving all bank accounts and deposits onto the Commonwealth Bank’s electronic banking platform.
- Converting supplier and salary payments from cheques to EFT’s which are cheaper and more efficient.

B: Annual Audit

Our 2012 accounts have been reviewed and cleared by our auditors, Isis Partners. We are currently finalising our accounts for the year ended 30 November 2013 and will be forwarding our records for audit in the near future.
C: Financial Position at 30 November 2013

The financial position (subject to audit) of the four P&C entities can be summarised as follows:

1. **P&C Association**

The P&C had a good fundraising year with a profit of $39,378 being achieved at the Spring Fair. However with relatively little additional income and contributions to the school of more than $59,000 (WiFi $25,000, KLA’s $20,000 and Learning Support $14,000) the P&C made an operating loss of $30,232. This loss however was offset by a final dividend from the canteen following the decision to outsource that operation during the year. Taking this into account the P&C made a surplus of $12,599.

Given that the P&C will not be receiving any further income from the Canteen, the P&C has already taken the decision to scale back KLA contributions to the school in 2014.

2. **Canteen**

As noted above, the P&C and the School agreed to outsource this operation during the year. Accordingly, the bank account was closed and the funds were transferred to the main P&C account.

3. **Uniform Shop**

The Uniform Shop has had a good year with sales increasing by 12.6% to $140,696. Profit for the year appears to be reasonable although the result is subject to audit, including a final review of closing stock levels.

4. **Music Committee**

The Music Committee has also had a good year from a financial perspective and the P&C accounting records show a modest surplus for the year. These records are reported on a cash basis and need to be reconciled to the Music Subcommittee’s internal reports.
Appendix 4
MUSIC COMMITTEE MEETING: THURSDAY 14th NOVEMBER 2013.
BAND COORDINATOR’S ANNUAL REPORT
2013 has been another very successful year, with enrolments in the band and recorder program continuing to grow. We were thrilled to welcome back Mark Barnsley conducting Concert and Stage bands, Colin Philpott conducting Intermediate Band, Tim Ferrier conducting Beginner Band and Lesa Chung and Elizabeth Moor tutoring the recorder ensembles. Gillian Williams found her increasing commitments as a professional French Horn player were taking her out of Sydney for lengthy periods, so stepped down as Junior Band conductor during term 3. Annabelle Osborne enthusiastically stepped into the role and has chosen a challenging but exciting repertoire for the band to work on for the rest of the year. We extend to her a very warm welcome.
Concert Band has been particularly large this year, with 65 members. The children have worked extremely hard to master a large repertoire and are now learning many new pieces for their tour. This year they will visit the mid-north coast of NSW. The band will be very busy with seven performances for nine schools, ranging from large city schools to very small country schools. We were inundated with requests for a performance, with many schools who hosted performances last year requesting a return visit. Unfortunately I had to decline most of those requests, but it was lovely to know how much they enjoyed our performances.
Once again the bands participated in several eisteddfods. Concert Band was awarded (a very close) 2nd place in the McDonald’s Sydney Eisteddfod, 1st place in the Ryde East Eisteddfod and a Silver award at the NSW Band Festival.
Stage Band finished off 2012 with a fabulous performance at the Wahroonga Fair. This year they were awarded 1st place at the McDonald’s Sydney Eisteddfod against several Junior High Schools, 2nd place at the Ryde East Eisteddfod and a Gold award at the NSW Band Festival.
Intermediate Band has also enjoyed success at various eisteddfods. They are always perform in categories dominated by senior concert bands, making it difficult to achieve the top awards. At the McDonald’s Sydney Eisteddfod they were thrilled to be awarded a Highly Commended. At Ryde East they received 2nd place and at the NSW Band Festival they were awarded Gold.
Junior and Beginner Bands performed at the NSW Band Festival. Junior Band played extremely well, given their very recent change of conductor and received a Bronze award. Beginner Band performed as a combined group (finding enough chairs and stands was a challenge) and received a Gold award.
Band Camp was once again a highlight in the year’s calendar. Thank you to Alix Helps and Sarah Redshaw for their fabulous organisation and to all the teaching staff: those who generously accompanied us and those who provided an alternate program at school. All bands enjoyed playing at the Bush School Fair in September and at assemblies throughout the year.
As more parents take up full-time work, allocating time for the children to practice becomes more difficult. Next year we plan to monitor practice charts more regularly and introduce a list of achievements that the children must make before being offered an audition to the next band. Hopefully aspiring to specific benchmarks will motivate the children to practice more regularly.
I am thrilled that the construction of a new rehearsal and tutorial space for the bands has been approved to go ahead next year. It will enable larger bands to fit into the room as one group and it will allow a second space for rehearsals, which will mean Junior and Beginner Bands can have two rehearsals per week, which should help progress and hence the children’s enjoyment of playing. It will also take some pressure off rooms for tutorials, which are needed desperately. I would like to thank Clair Scott, Derek Lightfoot, Mark Rudlin, Jonathan Helps, Ali Parsanejad and everyone who has put in so much time over many years to get us to this point.

Thank you to Belinda Zorian who has been very supportive as the school-band liaison and John Benton for his encouragement of music in the School. Thank you to Clair Scott who has been a remarkable president of the P&C. We very much appreciate her attendance at band committee meetings. In particular thank you to Frank Cross who has worked hard to achieve many desired outcomes over the year. Thank you to the wonderful committee members who always work so hard to keep everything running smoothly. The program couldn’t run without you.

23 professional musicians visit the school to tutor or conduct our bands. I’m very grateful to them for giving our children such an inspiring introduction to music, for their commitment to teaching music at such a high standard, for not complaining about tutoring in cold, crowded storerooms and for juggling other commitments to fit around Wahroonga’s changing teaching days so that they can continue to tutor our children.

It has been a pleasure working with our talented, committed and brilliant conductors – it is they who make this program such an outstanding success. Last but by no means least, thank you to the fabulous children. It is wonderful watching them grow, from little first-year players, struggling with instruments that are longer than their arms, instruments with holes that are larger than their fingers or instruments that are almost as big as they are, into mature, confident performers who play a wide variety of music at an excellent standard by the end of Year 6. I wish all the children leaving us, the very best for the next exciting phase of their lives.

Anne Seage,
Band Coordinator
Appendix 5

BUSH UNIFORM SHOP REPORT
DEC 2013

This has been my first year as Shop Manager. It has been a very busy year successfully incorporating a substantial amount of change to procedures & to staffing. During the year I have put new systems in place to ensure that we have a more accurate picture of our stock on hand thus reducing both stock shortages & overstocking. I have built up detailed sales records week by week so that we can predict future demand, again with the aim of eliminating stock outtages & gradually reducing excess stock. The benefits of this should be seen during 2014 when I have built up a full year’s records, allowing me to tailor our stock ordering to expected demand.

In addition, I have introduced new cash controls so that the treasurer can more easily keep track of our sales performance & agree sales to bankings.

The popularity of Flexischools has continued to grow as parents can order items at their convenience & have them delivered to their child’s class. This has resulted in reduced queuing times, better customer service & a more pleasant working atmosphere for the staff. I would expect this side of the business to continue growing.

During 2012/13, we sold over 5,000 items & turnover for the year amounted to $138,000 allowing us to make a healthy contribution to school funds. Of the total sales, $50,000 was through Flexischools.

With a GST limit on turnover of $150,000, it has been decided to reduce some of our optional lines. Most notably, we currently stock 17 lines of hair accessories, 4 sizes of adjustable hats, & 2 bag sizes.

I have also found a way for the shop to no longer have to sell stationery packs. These require a very time consuming consultation with teachers from all years & are sourced from a supplier who frequently lets us down. In addition, they take up a lot of space in the shop, are awkward & heavy to deliver, & every year we are left with unsold stock as teacher’s change their requirements. In 2014, I propose that the school liaises with Officeworks who will prepare a quote & deliver stationery packs direct to parents. This service can be advertised in the Telegraph & included on the stationery lists which the school issues to parents.

I would like to extend my thanks to all of the volunteers who help run the uniform shop. There is a very reliable group of parents who I depend on greatly and who never disappoint. We are about to lose some of our staff & will need replacements for both days in the new year.

A special thank you to Susan Stenning for all her advice during my first year & for agreeing to be the shop rep for P&C next year. Thanks also to Michelle Lightfoot, our treasurer, who keeps our accounts in great order, and our suppliers happy.

Jane Ford
Uniform Shop Manager

//ends//