

JOHN FORREST SECONDARY COLLEGE P&C
Term 1 - Annual General Meeting Minutes
Tuesday, 1 March 2022
7.00pm – School library

Meeting opened at 7:00 pm

1. ATTENDANCE AND APOLOGIES

Attendees: Sonya Criddle (Chair), Kerry Stewart, Denise Robinson, Michelle Dimanopoulos, Pina Cherubino, Linda Morgan, Caprice Burrows, Samantha Peet, Rathy Brandes de Roos, Jenny McFarlane

Apologies: Liz McQueen

2. CONFIRMATION OF PREVIOUS MEETING MINUTES

Motion	Carried
That the minutes of the previous General Meeting of John Forrest Secondary College P&C Association on 23 November 2021 be taken as read and confirmed as a true and accurate record	Yes
That the minutes of the Executive Council meeting of John Forrest Secondary College P&C Association on 28 November 2021 be taken as read and confirmed as a true and accurate record	Yes

3. BUSINESS ARISING FROM PREVIOUS MINUTES

Actions	Person responsible	Completed
Change signatories to the CAPS bank account (BSB: 306-042; Account number: 070551-1)	Rathy Brandes de Roos	Work in progress
Populate pricing spreadsheets with canteen items, costs and prices to calculate price increases and bring to next meeting	Rathy Brandes de Roos, Linda Morgan and Kerry Stewart	Work in progress
Run a student naming competition in the new year, once the cafeteria is open	Linda Morgan	Work in progress
Find a speaker for the cricket awards night	Karen Read and Caprice Burrows	Yes
Approach the school's social media person (Aleesha) to ask whether the P&C can have a day per week to promote different things about the P&C e.g., upcoming meetings, canteen specials, fundraising on the school's social media	Kerry Stewart	Yes

4. CORRESPONDENCE IN AND OUT

Motion	Carried
That the correspondence in since the last meeting be received as per below: <ul style="list-style-type: none"> • WACSSO Term 4 'P&C Voice' • Letter from Children's Crossings and Road Safety Committee advising no change to the Broun Avenue children's crossing – 20 Oct 2021 • Letter from Dept of Social Services with letter of agreement for successful volunteers grant application – 7 December 2021 • Letter from PG Business Services confirming their engagement by the P&C to audit the accounts – 16 December 2021 	Yes

<ul style="list-style-type: none"> • Department of Social Services remittance advice that volunteer grant monies have been paid to the P&C – 8 January 2022 • WACSSO letter re becoming a State councillor – 11 Feb 2022 	
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Motion	Carried
That the correspondence out since the last meeting be received as per below: <ul style="list-style-type: none"> • Nil 	Yes

5. REPORTS

5.1 Principal's report – Denise Robinson

See attached report setting out:

- 2022 Staff appointments
- 2022 Enrolment numbers
- 2021 Year 12 results
- Recent events
- Building program update
- COVID management

Motion	Carried
That the attached Principal's report be adopted	Yes

5.2 President's report – Sonya Criddle

See attached report.

Sonya noted that the new sports banners which will incorporate the new faction names is still in progress with Justin Burt and the 2022 prefects.

The "new look" P&C Instagram and Facebook notice was posted successfully last week, with more to follow throughout the year.

Whilst building works continues the "wish list" from the school is less certain, so the P&C would like to encourage the school community to bring forth ideas, suggestions and Covid friendly fundraising opportunities the P&C could work towards providing.

Motion	Carried
That the attached President's report be adopted	Yes

5.3 Treasurer's report – Rathy Brandes de Roos

See attached report.

Rathy noted that the change of the Bankwest bank account name (motion below) has continued to prove challenging, however after today's P&C meeting, we will have the correctly worded documentation to present to the bank within the tight timeframes stipulated.

Bankwest has now joined the Commonwealth Bank Group.

Rathy would like to thank the Canteen staff for the great work over the last year. With their dedication and the availability of the second EFTPOS machine, the canteen made a profit in 2021.

An audit of the P&C's finances was completed by Alan King of P G Business Services. See attached report.

Motions	Carried
That the attached Treasurer's report be adopted	Yes
That the attached auditor's report for 2021 be adopted	Yes
That the John Forrest Secondary College P&C approve, with respect to the Bankwest bank account with BSB: 306-042 and account number 07055-1 (being the account used by the Cricket Academy Parents subcommittee of the P&C), <ul style="list-style-type: none"> changing the name of the bank account from 'John Forrest Senior High School P&C C' to 'John Forrest Secondary College Parents and Citizens Association Incorporated'; making the signatories of the account Sonya Criddle (President) and Rathy Brandes de Roos (Treasurer); and making the account an online account 	Yes

Actions	Person responsible

5.4 Canteen report – Linda Morgan

See attached report.

Linda noted that the canteen is short staffed on a Wednesday 10:30am to 1:30pm. Unfortunately, no new volunteers have presented this year.

Canteen pricing spreadsheet was populated during the summer break. So far it has identified a few price changes which have been implemented.

As part of celebrating Harmony week (21st March), the canteen staff are donating their time to make 1000 biscuits to give to students making a purchase at the canteen throughout that week.

The school chaplain has donated a big bag of flour, whilst the P&C will provide the sugar and butter.

Motion	Carried
That the attached canteen report be adopted	Yes

Actions	Person responsible
Ask the school to place a Canteen Volunteer call out notice on the electronic sign on Russell St	Linda
Place a social media post asking for a volunteer to assist in the canteen on a Wednesday 10:30 to 1:30pm	Linda and Sonja

5.5 Cricket Academy Parents (CAPS) report – Jenny McFarlane

See attached report.

Jenny noted that the 2021 Annual Awards night held at the Swan Athletics Club in November was a great success.

CAPs Term 1 meeting and AGM 2022 was held last week via Zoom.

See attached report.

CAPs Account Reconciliation Report 2021.

See attached report

Motions	Carried
That the attached CAPS report be adopted	Yes

Actions	Person responsible

6. ELECTIONS

All positions were declared vacant and the following people elected to the John Forrest Secondary College Parents and Citizens' Association Incorporated for 2022.

Position	Office holder
President	Sonya Criddle
Vice President	Caprice Burrows
Treasurer	Rathy Brandes de Roos
Secretary	Kerry Stewart
Executive member	Liz McQueen
Executive member	Sam Peer
Executive member	Kaye Caldwell
CAPs convenor	Jenny McFarlane

7. GENERAL BUSINESS

Kerry raised that John Forrest Secondary College is partnered with a Rotary Club and they may be a valuable partnership to foster. Kerry will contact the Rotary Club before next meeting.

Meeting closed: 8:08 pm

Term 2 meeting: Tuesday, 24 May 2022 - 7.00pm



Parents & Citizens Meeting
Tuesday 1 March, 2022
Principal's Report | Denise Robinson

I congratulate Dr Karen Read on her appointment as Principal at Sevenoaks Senior College. It is a privilege to take up the appointment as Principal at John Forrest Secondary College.

Thank you to everyone who has welcomed me. My focus is on getting to know the school community and building on my understanding of the John Forrest Secondary College context and culture.

We are experiencing much change at the moment, with some challenges around the build, and the impacts of the COVID pandemic. The whole school community is pulling together to ensure that we look after each other, while we continue to develop our school.

1. 2022 Staffing

New Staff

Ms Sheridan Podmore	Music Teacher
Ms Louise Goodall	Workplace Learning Officer
Ms Tracey Walsh	Career Practitioner
Ms Tara Jackson	English Teacher
Ms Karla Light	English Teacher
Mr Jacob Sands	Enrichment Teacher – Year 7/8 Maths/Science Teacher
Mr Surajeev Santhirasegaram	HASS Teacher
Ms Jan McArthur	School Psychologist
Mrs Aman Kaur	IT Technician
Mrs Sandy Olney Thurstun	Deputy Principal
Ms Angela Knight	Deputy Principal
Mrs Denise Robinson	Principal

Returning Staff

Mr Joseph George	English Teacher
Ms Emma Berryman	Health & Physical Education Teacher
Ms Julie Crozier	HASS Teacher
Mrs Kath Criddle	Program Coordinator CAVE
Ms Caren Pollacchi	Science Teacher

2. Enrolment Numbers:

2022 funded enrolments (at census date 11 February 2022) - (2021 funded enrolments – 1109)

Year 7: 200

Year 8: 193

Year 9: 188

Year 10: 184

Year 11: 169

Year 12: 158

Total: 1092

Enrolments slightly down on 2021, however we are maintaining these numbers while the build temporarily impacts on space. We have also allowed for additional in area enrolments as anticipated every year.

3. 2021 Year 12 Results:

- Overall very pleasing. The impact of COVID on Tertiary Education entrance options continued to provide a range of flexible options for students to enter University.
- Results to note:
- WACE achievement 91%
- VET results continue to be strong, with 30 students achieving a Certificate III, 93 a Certificate II, and 9 students a Certificate I.
- Attainment Rate 88% (like schools 86%, Public Schools 82%)
- Median ATAR 80.10 - higher than expected level. Credit to students and staff (State Median ATAR 81.75, like schools 78.8)

4. Recent Events:

School Ball

Friday February 25th saw our Year 12 students step out in their finery to enjoy the stunning venue of the River Room at Optus Stadium, overlooking the river and city skyline for the School Ball. Everyone came in great spirits and expressed themselves through their fabulous chosen outfits, ate great food, and enjoyed the evening with friends.

Swimming Carnival

Students participated in great spirit at the recent inter-house swimming carnival – interschool carnival pending.

Peer Support Program

Year 11 Peer Tutors did a great job working with the Year 7 students, who seem to be settling in well and enjoying their time as the newest members of our school community.

5. Building Program Update

As with the general construction industry, the build has been impacted by COVID personnel and supply issues, however the build continues to progress.

SP1: Classes have now moved into North Block (downstairs – Materials Technology, Technologies and the Bus Shelter), with Central Block (Food Science and IT) scheduled to move in at the end of term.

SP2: Demolition of existing buildings in preparation for the construction of the new Gym has commenced.

6. COVID Management:

Staff, Students and Community have been positive and cooperative in following WA Health directives to minimise COVID19 risks. The whole school community has been working together and we thank parents and carers for their support.

Case numbers are rising in the community, and this is reflecting in the school currently as we head towards peak numbers.

Denise Robinson
Principal
1 March 2022

JOHN FORREST SECONDARY COLLEGE P&C
President's Report
Term 1 - 2022

Good evening and welcome everyone to the Term 1 & AGM for 2022.

I would like to again welcome our new school principal. As a P&C group, we look forward to getting know you and working together through these exciting and somewhat uncertain times – with the continued new build and Covid.

A special welcome back to all previous members and warm welcome to the new attendees and potential members, we also look forward to working with you. We welcome your input and ideas so please don't be shy.

I would like to thank Kerry for her efforts so far with social media posts – I look forward to these becoming a regular occurrence and hoping having they have a positive impact on our promotions.

I look forward to seeing the new canteen / cafeteria. I recognise that I may bring us new challenges but look forward to supporting our staff through these new changes and challenging times.

Thankyou

Sonya Criddle
P&C President

JOHN FORREST SECONDARY COLLEGE P&C
Treasurer's Report
Term 1 - 2022

The year commenced with a change in key office bearers position including the Treasurers' role. Consequently, the first 3 months was spent co-ordinating and establishing the administration aspects including bank access and understanding the functionality of the P&C's canteen business. A concerted effort was also made to bring subcommittees under the banner of P&C as outlined by WACSSO. This is still a work in progress due to a misalignment in the framework of the JFSC P&C subcommittees and the bank's strict requirements around appointment of signatories.

The P&C's financials are supported by three contributing factors, the primary transactional area of the canteen and catering, the parental voluntary contributions to the P&C Association, and the voluntary fundraising events primarily associated with the specialist programs such as the C.A.P.S.

In 2021, the P&C financials continued to hold a positive balance resulting from the Federal Government's COVID-19 stimulus package in 2020. The reporting period (calendar year 2021) saw a total equity of \$55,000 in the main P&C account (see Balance Sheet attached), with an additional \$9,000 carried forward from the fundraising efforts of the CAPS subcommittee, equating to a total of \$64,000. In comparison the starting balance at the end of 2020 was \$42,000 but was inclusive of only the main P&C account.

The 2021 Profit and Loss statement, highlights the ongoing concerns with the financial performance of the canteen and thus the P&C operations. 2021 saw the establishment of 2 EFTPOS machines at the canteen to assist with payment. In comparison to previous years sales, this has vastly improved with income from the EFTPOS machines equal to almost 55% of the canteen sales income. A comparison to 2020, overall sales income was up by 14% from \$146k to \$167k, with the associated outgoings (costs and expenses) down by 17% from \$199k compared to \$164k. This was due to access to more volunteer hours to support the canteen staff and less long service leave payments. Credit to the canteen staff, the resulting operating profit/(loss) for the year is \$3003 which places the canteen operations at a cash neutral position. Once the additional income from voluntary contributions and other miscellaneous expenses are deducted, the net profit is at \$17,566.

An audit of the P&C's finances was completed by Alan King of P G Business Services and in the opinion of the auditor the financial report attached "*presents fairly, in all material respects, the financial position of the" P&C "as at 31 December 2021, and its financial performance for the year."* The audit fee was \$500.

As stated previously we now have a healthy bank balance on which to operate into the future. However, it is important to review and adjust the operating model of the canteen to ensure it is economically viable especially with the upcoming relocation into the new cafeteria. This is likely to require a price adjustment to support the revised operating model. Addressing this issue continues to be the P&C's main challenge.

In 2021, the P&C continued registration as a Charity with the Australian Charities and Not-for-profits Commission (ACNC). We were previously registered as a Charity but that registration lapsed in 2015. Registration as a Charity is recommended by WACSSO, and it means we don't have to produce tax returns, and potentially makes the P&C eligible for further grants and support during extraordinary conditions such as COVID. Our obligations to the ACNC to maintain our charity registration are to provide updated lists of responsible persons (office bearers and committee members) when these change, and this requires us to provide the full name, position on the committee, address, birthdate, phone number, and email address of at least 7 committee members. The name and position are posted on the ACNC website, and the rest of the details are kept for contact and identification purposes. We also need to provide an annual report of our activities, including our finances. I will provide this information to the ACNC following this meeting

Our obligations relating to our banking with Bankwest are to provide updates of office bearers committee members who are authorising signatories when they change. This will also include changing the name of the CAPS subcommittee bank account to John Forrest Secondary College P&C rather than the old John Forrest Senior High School P&C C. Any changes to the signatories to the bank accounts require a motion to be passed at a meeting to

add and/or remove particular signatories, then the minutes of that meeting that clearly highlight these changes are submitted to the bank for action. Current bank account signatories are Sonya Criddle, Glenn Cook, Rathy Brandes de Roos, and Kaye Caldwell, whilst Linda Morgan has non-signatory account access.

Finally, I would like to thank Linda, Michelle, Pina and anyone who volunteered in the canteen for the great work they have done over the past year. A big thank you to Linda for her continued work as Bookkeeper in recent years, which has been invaluable to the P&C and my time as the Treasurer. Thanks also to Sonya Criddle, Liz McQueen, Kaye Caldwell, Jenny McFarlane (CAPS convener), Principals Melissa Gillett and Karen Read for their assistance and support to myself and the P&C.

Rathy Brandes de Roos
Treasurer

Balance Sheet

As of 1/11/2021

Assets	
General Cheque Account	\$80,424.84
Total Assets	\$80,424.84
Liabilities	
Trade Creditors	\$7,767.59
Payroll Liabilities-Tax	\$5,714.83
Payroll Liabilities-Super.	\$2,591.76
Total Liabilities	\$16,074.18
Net Assets	\$64,350.66
Equity	
Retained Earnings	\$46,784.28
Current Earnings	\$17,566.38
Total Equity	\$64,350.66

This report includes Year-End Adjustments.

Profit & Loss Statement

1/01/2021 To 1/11/2021

Income	
Over Counter Sales	\$72,502.90
EFTPOS	\$84,760.85
Catering	\$9,900.01
Rewards	\$33.21
Total Income	\$167,196.97
Cost Of Sales	
Bakery	\$3,544.03
Utensils	\$88.99
Packaging	\$1,910.05
Pies/Pastry	\$22,397.70
Pizza	\$4,196.58
Grocery	\$15,634.86
Dairy	\$18,061.60
Fruit & Veg	\$3,461.95
Deli	\$2,929.30
Ice Cream	\$2,024.00
Prepared Meals	\$9,295.00
Fruit Drinks	\$1,167.50
Cool Drinks	\$1,011.00
Water	\$821.50
Total Cost Of Sales	\$86,544.06
Gross Profit	\$80,652.91
Expenses	
Wages & Salaries	\$66,107.69
Long service leave payments	\$1,300.73
Insurance	\$2,319.47
Superannuation	\$6,246.61
Merchant fees	\$1,454.46
School Canteen & Council Fees	\$220.25
Total Expenses	\$77,649.21
Operating Profit	\$3,003.70
Other Income	
P&C Contributions	\$16,801.00
P & C member fees	\$14.00
Cricket Academy	\$949.61
Total Other Income	\$17,764.61
Other Expenses	
Software	\$1,101.00
Audit Fees	\$500.00
Insurance P & C	\$1,600.93
Total Other Expenses	\$3,201.93
Net Profit/(Loss)	\$17,566.38

This report includes Year-End Adjustments.



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Sole Director: Alan King, FCA - Registered Tax Agent
Registered Company Auditor, Registered SMSF Auditor

TO THE COMMITTEE OF JOHN FORREST SECONDARY COLLEGE P&C ASSOCIATION

Audit Opinion

We have audited the special purpose financial report of the John Forrest Secondary College P&C Canteen comprising the Balance Sheet as at 31 December 2021, the Profit and Loss Statement for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information.

In our opinion the accompanying financial report of John Forrest Secondary College P&C Canteen presents fairly, in all material respects, the financial position of the as at 31 December 2021, and its financial performance for the year.

Basis of Accounting

The financial report has been prepared for the purpose of fulfilling the committee's financial reporting responsibilities under the Associations Incorporation Act 2015 (WA). As a result, the financial report may not be suitable for another purpose.

Basis of Opinion

We conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the Association in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Report

Management is responsible for the preparation of the financial report in accordance with Australian Accounting Standards, and for such internal control as management determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Liability limited by a scheme approved under Professional Standards Legislation



CHARTERED ACCOUNTANTS
NUMBER ONE IN NUMBERS

In preparing the financial report, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with management regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



P G BUSINESS SERVICES PTY LTD

ALAN D KING FCA

Sole Director

REGISTERED COMPANY AUDITOR

Date: 28/2/2022



Rathy Brandes de Roos

John Forrest Secondary College P&C Association Treasurer

Date: 28/02/2022

Balance Sheet

As of December 2021

Assets	
General Cheque Account	\$61,999.51
Total Assets	\$61,999.51
Liabilities	
Payroll Liabilities-Tax	\$5,624.83
Payroll Liabilities-Super.	\$1,039.42
Total Liabilities	\$6,664.25
Net Assets	\$55,335.26
Equity	
Retained Earnings	\$46,853.00
Current Earnings	\$8,482.26
Total Equity	\$55,335.26

This report includes Year-End Adjustments.

Profit & Loss Statement

January 2021 To December 2021

180 Drake Street

MORLEY WA 6062

ABN: 28 152 106 751

Income		
Over Counter Sales		\$86,376.53
EFTPOS		\$100,678.64
Cost Price Sales		\$170.50
Catering		\$12,047.31
Rewards		\$33.21
Total Income		\$199,306.19
Cost Of Sales		
Bakery		\$5,448.66
Utensils		\$88.99
Packaging		\$2,158.40
Pies/Pastry		\$25,510.55
Pizza		\$4,764.27
Grocery		\$17,902.06
Dairy		\$20,645.38
Fruit & Veg		\$4,304.32
Deli		\$3,637.30
Ice Cream		\$2,152.04
Prepared Meals		\$11,436.95
Fruit Drinks		\$1,258.00
Cool Drinks		\$2,304.30
Water		\$915.25
Total Cost Of Sales		\$102,526.47
Gross Profit		\$96,779.72
Expenses		
Wages & Salaries		\$87,602.21
Long service leave payments		\$1,300.73
Insurance		\$2,319.47
Superannuation		\$8,315.94
Merchant fees		\$1,838.54
School Canteen & Council Fees		\$310.25
Total Expenses		\$101,687.14
Operating Profit		-\$4,907.42
Other Income		
P&C Contributions		\$16,801.00
P & C member fees		\$14.00
Cricket Academy		\$366.61
Total Other Income		\$17,181.61
Other Expenses		
Software		\$1,341.00
Audit Fees		\$500.00
Insurance P & C		\$1,600.93
Catering		\$350.00
Total Other Expenses		\$3,791.93
Net Profit/(Loss)		\$8,482.26

This report includes Year-End Adjustments.

JOHN FORREST SECONDARY COLLEGE P&C
Canteen Report
Term 1 - 2022

Once again, we have started the year with record breaking daily totals. EFTPOS sales are popular now with the lower school. A dedicated EFTPOS window for the lower school students has been made available on the upper school side. (As was the case last year) This is clearly signed on both sides of the canteen.

Unfortunately, we have not been blessed with any new volunteers therefore once again I am asking for someone to be paid to work 3 hours on Wednesdays as currently there are only two of us and we are unable to serve all the students.

I have increased some prices to align with the new pricing matrix, apart from a few grumbles the students have accepted the increases well.

The school will be having lots of activities for Harmony week this year. The chaplain has donated a big bag of flour for us to bake some biscuits, we will be donating our time to bake the biscuits after our shift finishes each day. Can the P & C donate the sugar and the butter? The student councillors are going to dip them in orange icing. We aim to make at least 1000 to give out to the students with any purchase over the whole week.

Linda Morgan
Canteen Manager

JOHN FORREST SECONDARY COLLEGE P&C
CAPs Report
Term 1 - 2022

The annual awards night was held at Swan Athletic Club on Monday 29th November.

We were pleased with the turn out and response from parents and students was positive. The evening cost CAPS \$223 after purchasing pizza and a drink for each of the students.

Unfortunately we were unable to proceed with purchase of Ashes tickets as previously discussed due to the relocation of the test match from Perth.

Our first meeting of 2022 was held via Zoom on Tuesday 22nd February.

All positions were open for election and a new secretary was elected to take over from Sonya Criddle.

I would like to thank Sonya for her help and support over the last few years.

Jenny McFarlane
Convenor

CAPs Term 1 meeting & AGM 2022

Date: Tuesday 22/2/2022

Meeting via zoom: Attendees:

- Jenny McFarlane (Convenor) Sonya Criddle (Secretary)
- Sam Davies (Specialist Program) Jo Whitley
- Rathy Brandes de Roos Sam
- Raj Sheree
- 'King' Navin

Meeting opened at 6:02pm by Jenny McFarlane:

Introductions and welcome made to new members. History of CAPs, purpose of group and meeting occurrences shared: meet once per school term.

Update from Sam Davies:

- Jacob Sands – ex second grade player from South Perth – assisting and teaching Year 8's
- Numbers for each year group: Yr7: 21, Yr8: 20, Yr9 : 13, Yr 10: 19
- No camps in first term. Hope for camps in term 3 & 4.
- Unlikely to have interstate trip this year
- Sam teaching Year 11 & 12 Certificate 2: 2/3 of these kids are ex cricket program
- First and Second 11 may have trip down South term 4
- Promotional flyer for 2023 tryouts sent out via email and social media – encourage all to share amongst cricket clubs and school

Business

Resolution:

That the John Forrest Secondary College P&C, CAPS Sub-Committee approve, with respect to the Bankwest bank account with BSB: 306-042 and account number 07055-1 (being the account used by the Cricket Academy Parents subcommittee of the P&C),

- changing the name of the bank account from 'John Forrest Senior High School P&C C' to 'John Forrest Secondary College Parents and Citizens Association';
- making the signatories of the account Sonya Criddle (President) and Rathy Brandes de Roos (Treasurer); and
- Make the account an online account.

All members agree and pass the resolution

Voting of members: all positions declared open by Jenny McFarlane

- Jenny McFarlane - self-elected to continue Convenor – all agreed and voted in
- Sam volunteered as secretary – all accepted and voted in

Fundraising:

- 2021 Toyota into cricket not very successful – only raised \$150 – Jo will reattempt this year. Sonya to handover and explain process of application
- Jenny to contact Bunnings to see if CAPs still on the list for Sausage this year – if not will reapply

**CAPs Account Reconciliation
2021**

Account Reconciliation: John Forrest Senior High School P & C - C					
Account Nmber: 306042 070551-1					
CAPS Account					
1/1/21			Opening Balance		\$ 8,868.89
31/1/21			Balance		\$ 8,868.89
28/2/21			Balance		\$ 8,868.89
31/3/21			Balance		\$ 8,868.89
30/4/21			Balance		\$ 8,868.89
13/5/21			Interest Earned	\$ 0.59	\$ 8,869.48
31/5/21			Balance		\$ 8,869.48
30/6/21			Balance		\$ 8,869.48
31/7/21			Balance		\$ 8,869.48
31/8/21			Balance		\$ 8,869.48
30/9/21			Balance		\$ 8,869.48
31/10/21			Balance		\$ 8,869.48
30/11/21			Balance		\$ 8,869.48
7/12/21			CAPS Award Night Proceeds		\$ 360.00
31/12/21			Expected Balance		\$ 9,229.48
Funds held by P & C for CAPS					
Toyota Raffle Monies					
				\$ 949.61	
Less:					
Reimbursement to Jenny McFarlane Awards Night					
				\$ 583.00	
Total Funds held by P&C					
				366.61	
Total CAPS Funds					
				\$ 9,596.09	