



FRESHWATER BAY PRIMARY SCHOOL

FRESHWATER BAY PRIMARY SCHOOL - P&C ASSOCIATION INC.

General Meeting - Monday, 3rd November 2025

Tangney Hall

Item	Topic	Who
1	<p>Meeting Open & Welcome</p> <ul style="list-style-type: none"> - Acknowledgement of Country - Ratify minutes of the previous meeting (11/8/25) <ul style="list-style-type: none"> • PT welcomed everyone to the meeting and acknowledged the traditional owners of the land. • The minutes of the previous meeting (11/8/25) were ratified by Meromie Briggs & Cassie Kahl. 	PT
2	<p>President's Report</p> <ul style="list-style-type: none"> - See Presidents Report attached. - Roll call of year groups and class reps. - Discussion of fundraising efforts. - DGR status- DC/PT went to bank to clean up account management. - Toilet design completed- 4 girls and 3 boy's toilets. - School survey for other projects completed. - Succession planning for 2026 - handover in AGM February 2026. - Class rep role will still continue until next year - make sure the role can be inclusive for new families. Will occur after class announcements and everyone gets a chance to put their hand up. - DoE - unclaimed student (will check official name of this) funds have been allocated to FWBPS - will transfer into P&C accounts. 	PT
3	<p>Financial Report</p> <ul style="list-style-type: none"> - See Financial Report attached. - Colour dash very profitable, 2 elections helped too. - \$51,489 fundraised - more than forecast. - Need to resolve signatories on bank accounts. Then will close those accounts and set up a high interest savings account and a DGR account. - Place colour run fundraising money aside as future "big" projects. - NB when forecasting next years be mindful of no elections x 2, and containers sold too - may need to be restrained. 	DC

4	Principals Report <ul style="list-style-type: none"> - See Principals Report attached. - Toilet Tagney update - architect scope of work (funded by DoE), had 3 contractors in for a site visit and now has gone to tender. - Project with children - Playground design where sea containers were placed. Head boy and girl were in conversations with playground designer. (Aim to be at \$50,00). May need to be done in stages. Designs were shared at meeting. FWB school have set aside approx. \$20,00 and then rest will need to be topped up by fundraising. - Discussion about possible playground working group - with parents and children - discussion about monkey bars like playground. AD to check if Angus (designer of the nature playground is able to collaborate with monkey bars). - Possibility to check if old Loretto school Funky Monkey bars are able to purchased 	AD																																																
5	Board Update <ul style="list-style-type: none"> - Uniform survey - not to change anything. - School review in term 1 2026. - School business plan next year as well. - Board nominations - Wednesday board meeting - can this be changed - yes open for discussion. 	PT (Paul, not Pip)																																																
6	Project Updates <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Item</th> <th style="width: 40%;">Detail</th> <th style="width: 15%;">Status</th> <th style="width: 30%;">Update</th> </tr> </thead> <tbody> <tr> <td colspan="4">Long-Term Fundraising Project</td> </tr> <tr> <td>Toilets for Tangney</td> <td>Goal of \$70k for Tangney toilet redevelopment</td> <td>Open</td> <td>Final design out for tender. Work should commence over holidays.</td> </tr> <tr> <td colspan="4">School Funding Requests - 2025 AGM approved spending</td> </tr> <tr> <td>iPads</td> <td>\$45,000</td> <td>Open</td> <td>Lease agreement. Spend ongoing.</td> </tr> <tr> <td>English Resource</td> <td>\$4000</td> <td>Closed</td> <td></td> </tr> <tr> <td>Maths Subscription</td> <td>\$6000</td> <td>Closed</td> <td></td> </tr> <tr> <td>Musical Instruments</td> <td>\$2500</td> <td>Open</td> <td>\$780 left to spend. Purchased a piano and keyboard & multiple instruments repaired.</td> </tr> <tr> <td>Sport Program</td> <td>\$1000</td> <td>Closed</td> <td></td> </tr> <tr> <td>Library Books</td> <td>\$800</td> <td>Closed</td> <td></td> </tr> <tr> <td colspan="4">Additional School Projects</td> </tr> <tr> <td>Nature Playground</td> <td>~\$50,000</td> <td>Open</td> <td>Update provided in principals report.</td> </tr> </tbody> </table> <p>Have been successful at getting tennis courts upgraded - resurfacing, nets.</p>	Item	Detail	Status	Update	Long-Term Fundraising Project				Toilets for Tangney	Goal of \$70k for Tangney toilet redevelopment	Open	Final design out for tender. Work should commence over holidays.	School Funding Requests - 2025 AGM approved spending				iPads	\$45,000	Open	Lease agreement. Spend ongoing.	English Resource	\$4000	Closed		Maths Subscription	\$6000	Closed		Musical Instruments	\$2500	Open	\$780 left to spend. Purchased a piano and keyboard & multiple instruments repaired.	Sport Program	\$1000	Closed		Library Books	\$800	Closed		Additional School Projects				Nature Playground	~\$50,000	Open	Update provided in principals report.	PT AD
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7	<p>P&C Community Survey Feedback</p> <ul style="list-style-type: none"> - Gathering ideas process rather than a voting process - Short term projects - microphone issues (may be an IT issue rather than needing a replacement), sun smart UV meter - possibly phasing out and may be better to spend on shade, multiple votes and ideas - Kindy sand top -up already done - Water bottle adaptation for fountains - AD to investigate if we can adapt <p>PT raised motion for a pre-approve \$2000 spend on small projects</p> <ul style="list-style-type: none"> - seconded by all <p>Shade quotes - collected by JM</p> <ul style="list-style-type: none"> - 3 electric blinds for Tangney verandah - need another blind where the drink fountain is - Also need at Kindy verandah since trees in Claremont have been removed - 2-3 banks of blinds - \$11,036 - for all of the above - JM raised a motion for \$12k for blinds in Kindy x3 and Tangney x1 - second by DC - passed by all those at attendance 	
8	<p>Fundraising Update</p> <ul style="list-style-type: none"> - Feedback on Colour Run -\$13k raised - Claremont Hotel / P&C Partnership - if we book with FWB code word - they will donate back 5% in P&C, also can get 10% off order as well - need to use app. To be circulated - Who wants a crap toilet roll for all students Term 1 2026 - changed to toilet decorating ceremony - Second Hand Uniforms (preparing for handover for 2026) - to let CP Kindy of last uniform - continue to push for next year - Scholastics handed over to Melanie Lau - Tuesday treats 	JK
9	<p>P&C Social Events</p> <ul style="list-style-type: none"> - Christmas concert (4/12) planning underway. - 2026 Term 1 welcome picnic - 4:30-6:30 pm. Thursday evening. 	JK
10	<p>Sub-Committee Updates</p> <ul style="list-style-type: none"> - Class Reps - nothing to mention, positive feedback for KM re: streamlined - Garden project update - nothing to mention 	JM

11	<p>2026 Lookahead</p> <ul style="list-style-type: none"> - Committee Positions - several of the executive committee (president, vice president, secretary, fundraising coordinator) looking to step down. Will be looking for nominations for these positions at the Term 1 AGM. - 2026 Class reps - guidance for nominating to be a class rep in 2026 circulated. - Fundraising schedule: <table border="1" data-bbox="274 439 1232 698"> <thead> <tr> <th>Year Group Focal Point</th> <th>Responsible For</th> </tr> </thead> <tbody> <tr> <td>PP</td> <td>2026 end of year concert / 2027 welcome picnic</td> </tr> <tr> <td>Year 1</td> <td>Uniform Shop</td> </tr> <tr> <td>Year 2</td> <td>Tuesday Treats</td> </tr> <tr> <td>Year 3</td> <td>Parent Night</td> </tr> <tr> <td>Year 4</td> <td>Colour Run</td> </tr> <tr> <td>Year 5</td> <td>Choose / aths carnival bake sale</td> </tr> <tr> <td>Year 6</td> <td>Nil</td> </tr> </tbody> </table>	Year Group Focal Point	Responsible For	PP	2026 end of year concert / 2027 welcome picnic	Year 1	Uniform Shop	Year 2	Tuesday Treats	Year 3	Parent Night	Year 4	Colour Run	Year 5	Choose / aths carnival bake sale	Year 6	Nil	
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12	<p>General Business</p> <ol style="list-style-type: none"> 1. Year 6 graduation approve spend. <ul style="list-style-type: none"> - Request for \$87/ head for incoming year 6 group (approx. \$3306). Raised by PT, seconded by CM and passed by majority. <ol style="list-style-type: none"> 2. 3D printer subscription - has been used and subscription paid by school. 	PT																
13	<p>Next Meeting and Close</p> <p>Annual General Meeting - Monday 23rd Feb 2026 6.00pm.</p>	All																



Presidents Report – November 2025 – Term 4

- Fundraising – Term 3 Colour Run another huge success with approx. \$13k profit
- Progression of achieving DGR (Deductible Gift Recipient) status and associated new banking arrangements – bank signatory administration in progress
- Toilets for Tangney – design complete and out to tender. Hoping to achieve works during summer holidays.
- Next project – suggested ideas gathered from community (including recent survey), potential vote at 2026 AGM. See survey summary following.
- Succession planning for Committee Positions for 2026, including Class Rep process for start of the year
 - Continuation of existing classes in Whats App until start of the new school year
 - Importance of inclusivity of new families and those not already within the Whats App community; giving new people the opportunity to nominate to be a Class Representative
 - Outline of process for new Class Reps to be shared before new year
- Funds from Dept. of Ed assistance package – value yet unknown. Will be deposited into P&C bank account; to be used by school to support vulnerable families (P&C to provide funding but directed anonymously by school admin)
- AGM in February – spending proposals and forecasting for the year

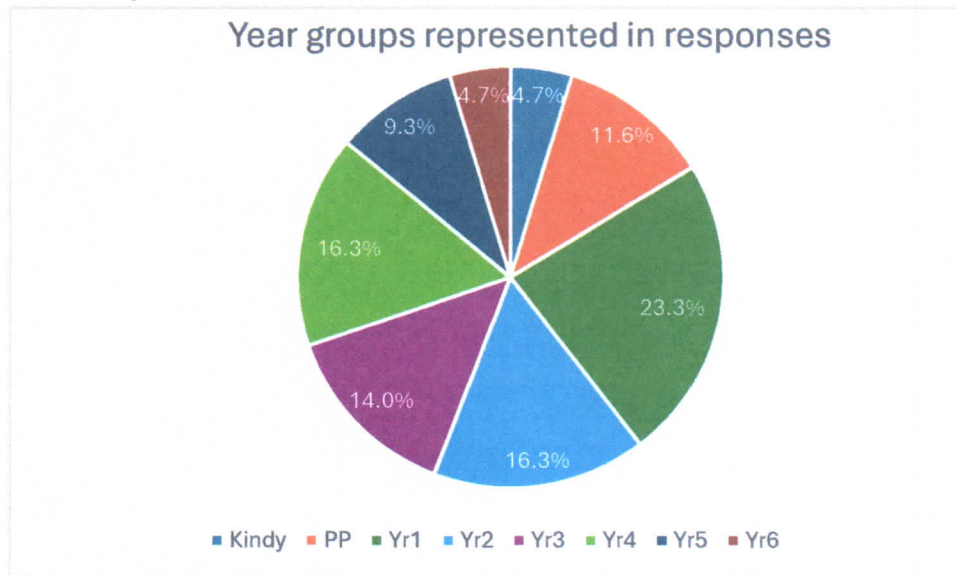
Pippa Tilbrook

President.fwb@gmail.com



Summary of P&C project survey – September 2025

Total Respondents: 41



Long Term Projects (multiple selections allowed; 59 total votes)

- Equal number (21) selected the prior two large projects:
 - Enclosing Herbert Hall
 - Junior Years Playground development
- Several other suggestions, see below.

Short Term Projects (multiple selections allowed; 110 total votes)

Project	Votes	Summary of discussion at meeting
Microphones for assembly	18.2%	School is working with tech support to resolve connection issues. Will revert to P&C if funding required for solution.
SunSmart Digital UV Monitor	14.5%	Strong support for UV protection. Large expense (\$5k) better directed towards shade structures or trees.
Ikea step stools for assembly lectern	12.7%	Request donations/ Marketplace.
Kindy sand top up	9.1%	Completed by school.
House-branded tear drop flags	9.1%	Requires design and quote.
Repaint/refurbish the assembly stage	8.2%	Requires quote/ parent group to volunteer.
FWB branded satin music stand banners	6.4%	Requires design and quote.
Ikea thermal blinds Cowan Kitchen	5.5%	Minimal support. Request may come from after-school care provider in future
Other	16.4%	See below.



Other Suggestions

These were discussed during the General Meeting with all attending members, including Class Representatives, Board representatives and the Principal. Please see minutes for detail.

A pool of “small project funds” (\$2,000) was approved in the absence of specific funding requests, to be used to achieve some of the short-term projects and below suggestions.

Suggestions for in-classroom or school-day activities require interested parties to work with the school or classroom teacher to propose ideas and determine feasibility/resourcing. The P&C will consider proposals for funding or advertising/communication support but does not have capacity to implement projects without commitment from specific volunteers.

Out-of-school activities (e.g. fundraising ideas, gardening or other busy-bees) are again reliant on specific parent volunteers to coordinate and implement. This has been done very successfully in the past (e.g. gardening, cubby house painting/pre-primary play areas & mud kitchens, shed and kitchen clean-outs). If you would like to organise something and want help spreading the word or to request funding, please reach out to president.fwb@gmail.com.

Project	Count	Comment/ Actions
Playground modifications (funky monkey bars/ cubbies/ mud kitchens/ sand pits in planters/ play boat)	4	School currently developing playground ‘master plan’ with student input. Plan shared during meeting & suggestions discussed.
Structured play resources/tasks at lunch	3	Suggested to Principal - chaplain?
External workshops & events e.g. Theatre sports/ Musica Viva/ school play/ author visits/ The Maths Show	3	Principal noted.
Shade for kindy areas	3	Financial motion to purchase shade blinds for kindy/Tangney verandas raised and approved (\$12,000).
Drink fountain adaptation for water bottle filling/ filters	3	Discussed with Principal. School can list as “fault” with Dept. of Ed to request repair/replacement.
Resurface tennis courts	3	School has already successfully applied for grant funding & will coordinate.
New tennis nets	2	School has replaced 1 with existing spare. 2 nd spare to be purchased by school.
Resources & training for academic support incl. an EA	2	
Native gardens/ Garden busy bee	2	
Parent academic assistance in classes	1	
Freshie raincoat fundraising	1	
Landscape master plan	1	
Inter-house events for arts/academia	1	
Deodoriser/ air freshener for toilets	1	
Larger hand ball squares	1	
Chickens	1	
New library furniture	1	
Dress ups for lunch time play	1	
General feedback provided	2	

FRESHWATER BAY PRIMARY SCHOOL PARENTS AND CITIZENS ASSOCIATION INCORPORATED
FINANCIAL STATEMENT
for the year to date period ended 3/11/2025

	ACTUAL				FORECAST			
	RECEIPTS	PAYMENTS	NET	TOTAL	BUDGETED	BUDGET REMAINING	EXPECTED	YEAR END PROJECTED
FUNDRAISING ACTIVITIES				51,489	45,000		2,000	53,489
Colour Dash		-1,104						
<i>Colour Dash Sponsors</i>	2,000							
<i>Colour Dash Shirt Sales</i>	1,733		13,131					
<i>Colour Dash Registration</i>	4,758							
<i>Colour Dash Prize Opportunity</i>	5,744							
Federal Election	13,796	-999	12,797					
Tuesday Treats	8,751		8,751					
State Election	6,713	-1,486	5,228					
Parent Night	7,260	-3,964	3,296					
Raffle	4,180	0	4,180					
Uniform Shop	2,739		2,739					
Athletics bake sale	865		865					
Mother's Day Market	1,879	-1,452	427					
House Coloured Caps	75	0	75					
PASS-THROUGH ACTIVITIES				0				
Year 6 Fundraising	2,576	-2,576	0					
Interschool Swimming Breakfast	430	-430	0					
OTHER INCOME				46,127				
Parent Contributions	40,056		40,056		45,000	4,944	0	40,056
Membership Fees	23		23					23
Toilet block donations	460		460					460
Shipping containers sale	4,500		4,500					4,500
Café furniture sale	1,050		1,050					1,050
Other	38		38					38
NET INCOME				97,616	90,000	4,944	2,000	99,616
EXPENSES - STUDENTS BENEFIT				-60,831				
Principal's wishlist - iPad Lease		-45,000			-45,000	0	0	-45,000
Principal's wishlist - English - letters and Sounds Phase Boxes		-2,000			-2,000	0	0	-2,000
Principal's wishlist - English - Class sets novel units		-1,700			-2,000	0	0	-1,700
Principal's wishlist - Online Maths Subscriptions		-4,248			-4,000	0	0	-4,248
Principal's wishlist - Mathematics resources		0			-2,000	2,000	2,000	-2,000
Principal's wishlist - Phys Ed - KIDDO Early Childhood Program		-635			-1,000	0	0	-635
Principal's wishlist - Music Instruments		-2,500			-2,500	0	0	-2,500
Library book purchases		-713			-800	0	0	-713
Sundowner & Christmas Event	0	-895	-895		-2,705	1,810	1,810	-2,705
2025 Year 6 Leavers Funding		-2,756			-4,176	1,420	1,420	-4,176
2026 Year 6 Leavers Funding		0			-2,958	2,958	0	0
Interschool Swim Training		-144			-600	0	0	-144
Art Club Posca Pens		-240			-245	5	0	-240
EXPENSES - SCHOOL FACILITIES				-818				
Honour Boards		0			-1,500	1,500	1,500	-1,500
Buddy bench plaque		-138						-138
Piano tuning		-330			-330	0	0	-330
Fridge Removal		-350						-350
Miscellaneous small scale projects in Term 4 2025		0			-2,000	2,000	2,000	-2,000
Shade blinds - Tangney x1, Kindy x3		0			-12,000	12,000	12,000	-12,000
EXPENSES - OVERHEAD				-1,478				
WACSO Fees		-1,470			-1,200	0	0	-1,470
Bank Fees		-8						-8
TOTAL EXPENSES				-63,127	-87,614	23,693	20,730	-83,856
TOTAL	109,625	-75,136		34,489	2,986	-18,748	-16,730	15,760

0 undeposited funds

CASH POSITION	CURRENT
P&C AC135	\$ 85,123.26
P&C AC143	\$ 55,956.85
Cash on hand	\$ -
Humanitix	\$ -
TryBooking	\$ -
TOTAL FUNDS - CURRENT BALANCE	\$141,080.11
PRIORITY PROJECT FUNDS SET ASIDE	
Toilets for Tangney	\$ 85,000.00
Project #2 (TBA)	\$ 13,131.00
NET FUNDS AVAILABLE - CURRENT BALANCE	\$ 42,949.11
EXPECTED INCOME	\$ 2,000.00
PLANNED EXPENDITURE	-\$ 20,729.61
PROJECTED YEAR END CASH BALANCE	
Bank balance	\$122,350.50
Funds set aside	\$ 98,131.00
TOTAL FUNDS AVAILABLE - PROJECTED AT YEAR END	\$ 24,219.50

P&C Principal's Report 3 November 2025

Toilets for Tangney Update

The Department of Education has now engaged architects to develop the scope of works for the project, ensuring the design and functionality meet the needs of our students and broader school community. Last week, contractors visited the site to review the planned works and prepare for tender submissions, which are due Monday, 10th November. Once these submissions are received, we will have a clearer picture of the final financial costing for the project. This is an exciting step toward delivering facilities for students residing in the senior block. Your continued investment in school infrastructure projects such as this one has a direct and lasting impact on our community, and we deeply value your collaboration. I look forward to sharing more detailed costings and next steps as soon as they become available.

Nature Playground update

The initial design for the Nature Play area has now been developed and was presented to the admin team and our student leaders last Friday. The feedback so far has been overwhelmingly positive, and our student leaders are taking the design to their council for further discussion. It's wonderful to see such strong student engagement — the design is looking fabulous and reflects the ideas and needs of our school community beautifully. The total project cost is estimated at \$120,000, with the flexibility to complete it in stages to suit our budgetary requirements. This staged approach means we can begin work on key elements of the playground while continuing to build funding momentum. We would be incredibly grateful for the P&C's financial support to help make this project a reality. Your contribution would directly enhance our students' outdoor learning and play experiences, fostering creativity, collaboration, and a deeper connection with nature.

Early Years Extension Program (EYE)

Last week we launched the EYE program, designed to further challenge and extend selected Year 1 and 2 students who have demonstrated high potential through a combination of standardised testing, moderated writing assessment and teacher judgements. While only a small group of students are participating directly in the EYE program, the benefits will extend to all students across Year 1 and 2. Strategies and practices from the program—including Habits of the Mind and Philosophy for Children—will be embedded into classroom teaching, ensuring that every child has opportunity to engage with these enriching approaches.

Reading Support and Intervention

Classroom teachers provide ongoing adjustments and support for students in their classroom who are having difficulty accessing age-appropriate curriculum. In addition, the school has two reading intervention programs, where students are withdrawn from the classroom to work in small groups with a dedicated Education Assistant to improve specific reading skills. This term we launched the MiniLit program for selected Year 1 students. MiniLit stands for 'meeting initial needs in literacy' and is an evidence-based, explicit, and effective early literacy intervention program for teaching reading skills to Year 1 or 2 students who may be struggling with learning to read.

Upcoming extra-curricular events

14/11 Remembrance Day Service
14/11 Interschool Cross Country
17/11-21/11 Book Fair
24/11 Kindy Information Session
12/12 Book Award Assembly

Asher Dragun

Principal, Freshwater Bay Primary School