



Annual General Meeting
MINUTES
Monday 15th March 2021 – 7:00pm MB Library

Opening Prayer Father, we ask that you guide us as parents and friends of this School
as we seek to support all that is best in its life, now and in the future,
Grant that we together, with all who are involved in the education of our children,
pass on Christian standards and values of life that seek to affirm all that we do.
We ask this in the name of Jesus Christ our Lord.

AMEN

1. Welcome & Apologies

Chair

1.1. Attendees: Tara Hackett, Peter Hele, Paula Humphreys,
Carolyn Rowcliffe, Michelle Beor, Lucina Burns, Joyce Inma,
Andrew Hodge, Tali Mayall, Gwen Buckland, Joshua Forrester,
Melissa Crash, Mags Govender, Linda Lee Steere, Toni Angelevski,
Rachel Newton, Linda Peet, Michelle Jansze, Janine McGrath,
Dee Faulkner, Leah Allen, Paul Izzett, Heather Luck

1.2. Apologies: Athena Razmovski, Anna Lurie

2. Minutes of AGM held 15 June 2020

Chair

Approval of 2020 AGM minutes – Passed in by Carolyn & Peter

3. Correspondence

Secretary

- 3.1. Correspondence In - RSVPs for AGM
- 3.2. Correspondence Out - NIL

4. Reports

4.1. President

Paul Izzett

The presidents report is contained within the appendix

4.2. Treasurer

Carolyn Rowcliffe

Annual financial statement of accounts and the auditor's report
are contained within the appendix. The accounts were audited
with no issues raised by the auditor. A quiet year from a financial
position, due to not being able to run all our usual events.

4.3. Principal

Jason Bartell

The principals report is contained within the appendix



5. General Business

Chair

5.1. Election of committee members

President

No nomination received for the President's position. President to be co-opted from existing committee following the AGM.

Treasurer

Position not up for re-nomination this year. The President and Treasurer hold 2 year terms and re-nominate on alternate years.

Secretary

Heather Luck was nominated for the position of Secretary, the nomination was approved by the committee.

Publicist

Lucy Burns was nominated for the position of Publicist, the nomination was approved by the committee.

Committee Members

Nominating committee members:

1. Joyce Inma
2. Mags Govender
3. Linda Peet
4. Joshua Forrester
5. Tali Mayall
6. Peter Hele
7. Michelle Beor
8. Paula Humphreys
9. Tara Hackett
10. Leah Allen
11. Gwen Buckland
12. Melissa Crash

5.2. P&F Levy

Historically the levy has been \$90 and has remained that for several years. Passed by consensus to remain at \$90.

5.3. Bank Signatories

Two P&F Representatives, being:

P&F Treasurer - Carolyn Rowcliffe

P&F President -

Three School Representatives, being:

JSRACS Principal - Jason Bartell

JSRACS Business Manager - Stuart Holliday

JSRACS Accountant - Alison Yang

With any two of these to sign to process a payment

6. Next AGM to be set

Monday 21st March 2022

AGM Closed 7:49pm



General Meeting
MEETING MINUTES
Monday 15th March 2021 – Following AGM

General Business

Uniform Swap Meet

To be held Saturday 27th March in the MB Primary Multi Purpose Hall. Michelle to pick up MB lost property and Carolyn to collect from BB. Volunteers on the day: Carolyn and Gwen.

Class Lists

This is in progress now. Due date was today but wanting to extend till the end of the week to allow for more responses to be submitted. Joyce to take this on going forward.

Mother's Day Breakfast

Carolyn as contact for BB and Linda as contact for MB. Note to go out prior to the school holidays to get orders back in time. Run raffles again across all campuses. Ratify expenses of \$5000, passed by consensus.

Add to the focus of the P&F

Friendraise – to set up and support community events

The Fathering Project – at a year 4 level

The Rite Journey – for all year 9 students (currently implemented this year)

Relations and mentoring development for year 6 students

Parent Forums – guest speakers

Closing Prayer: The Grace of Our Lord Jesus Christ, The Love of God and the fellowship of the Holy Spirit be with us all evermore. Amen

Meeting closed 8:05pm



2020 / 2021 – President's Report

This last year has been a year to pause and reflect. That's how I'm choosing to frame it!

With a lot of P&F activity on pause we missed a number of usual events such as the quiz night and Twilight Fair and had to modify several others, including taking an innovative approach to Mother's Day by holding a virtual raffle which had to be redrawn several times because P&F Committee members kept on winning!

Our amazing committee once still hard at it though; shepherding people away from the orchid society's annual event in the Mirrabooka Gym to the multi-purpose hall for our annual swap meet was a fun and engaging Saturday morning.

Where we could put COVID safe effort in the committee went all in – highlights in this space was a massive effort from the team to put together a stress and study kit for our senior school cohort. Our talented and dedicated Publicist, Dee Faulkner, put in an absolute mammoth effort to produce a Year 6 graduation gift made up of recipes and photos from the Year 6's themselves into a beautiful, bound recipe book. It will be something the Yr 6's will treasure as a keep seek forever.

Continued partnership with the school management and staff helped us navigate the year through COVID. The committee extends it's thanks to Jason and his management team for their continued support. Carleen Edwards and the catering unit continued to be a big support for us during the year when COVID allowed.

With the new year brings a change out of long-term members of the P&F committee. I want to thank all of you leaving for your years of effort and dedication. This community would be poorer off if not for your community spirit.

The executive committee, Treasurer, Carolyn Rowcliffe, Secretary Heather Luck, and Publicist Dee Faulkner have been particularly supportive this last year and have continued to put in a massive behind the scenes effort. Thank you so much for being engaged and dedicated.

This AGM concludes my term as P&F President and member of the P&F committee. I have very much enjoyed my time in the P&F and extend a hearty welcome and best of luck to the new committee and President.

Many thanks, Paul Izzett



Parents and Friends Association

John Septimus Roe Anglican Community School

JOHN SEPTIMUS ROE ANGLICAN COMMUNITY SCHOOL PARENTS & FRIENDS ASSOCIATION

PROFIT & LOSS STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

	2020 \$	2019 \$
Income		
2nd Hand Uniform Sales	302	-
Disco	1,670	1,558
Entertainment Books	1,366	2,254
Fathers Day Breakfast	-	2,180
Interest Recieved	202	329
Mothers Day Breakfast	-	2,176
Movie Night	-	2,395
Outdoor Movie Night	1,034	484
P&F Levy	106,020	103,140
Quiz Night	-	3,899
Sci Tech	-	1,280
Year 6 T-Shirts	3,941	4,230
Total Income	114,536	123,925
Expense		
2nd Hand Uniform Swap Meet	36	
Audit Fees	660	660
Carols on the Green	1,602	-
Disco K-2 & 3-6	1,346	1,203
Fathers Day Breakfast Expenses	750	4,266
Grandparents Day	-	1,680
International Teachers Day	739	759
Miscellaneous	845	672
Mothers Day	842	3,984
Movie Night Expenses	-	4,392
Outdoor Movie Night Expenses	2,065	1,687
P&F Allocations	61,990	92,860
P&F Suppers & Sundowners	557	159
Printing & Stationery	18	58
Quiz Night	-	2,336
Recording of School Performances	100	1,380
Santa Card Sort/Delivery	86	361
Sci Tech Expenses	-	2,531
Twilight Fair	670	841
Year 11/12 Goodie Bags	2,301	1,953
Year 12 Leavers Expenses	5,480	7,429
Year 6 Celebration Gift	1,475	1,240
Year 6 Graduation Morning Tea	1,080	2,722
Year 6 T-Shirts Expense	5,250	5,375
Total Expense	87,891	138,546
Operating Profit	26,645 -	14,621
Accumulated Funds at July 1	29,893	44,514
Profit available for appropriation	56,538	29,893
Retained Profits	56,538	29,893



Parents and Friends Association

John Septimus Roe Anglican Community School

JOHN SEPTIMUS ROE ANGLICAN COMMUNITY SCHOOL PARENTS & FRIENDS ASSOCIATION

STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER 2020

	2020 \$	2019 \$
CURRENT ASSETS		
Cash		
Cash at Bank - Anglican Community Fund	56,538	29,893
TOTAL CURRENT ASSETS	<u>56,538</u>	<u>29,893</u>
TOTAL ASSETS	<u>56,538</u>	<u>29,893</u>
TOTAL LIABILITIES	<u>-</u>	<u>-</u>
NET ASSETS	<u>56,538</u>	<u>29,893</u>
EQUITY		
Retained Profits	56,538	29,893
TOTAL EQUITY	<u>56,538</u>	<u>29,893</u>



2 March 2021

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INDEPENDENT AUDITOR'S REPORT

To the members of John Septimus Roe Anglican Community School Parents and Friends Association ("the "Association").

SCOPE

We have audited the accompanying financial report of the Association, which comprises the statement of financial position, statement of comprehensive income, and a summary table of Receipts and Payments for the year ended 31 December 2020.

COMMITTEE'S RESPONSIBILITY FOR THE FINANCIAL REPORT

The Association's Committee are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and for such internal control as the Committee determine is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

AUDITOR'S RESPONSIBILITY

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial report whether due to fraud or error. In making those assessment, the auditor considers internal control relevant to the Associations preparation and fair presentation of the financial statements 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 entity's internal control.



An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

INDEPENDENCE

In conducting our audit, we have complied with the independence requirements of the Australian professional accounting bodies.

OPINION

In our opinion, the financial report of the Association presents fairly, in all material respects, the Association's financial position as at 31 December 2020 in accordance with Australian Accounting Standards.

TOYNE & ASSOCIATES

Alexander Toyne
Chartered Accountant

2 March 2021

Date



JOHN SEPTIMUS ROE ANGLICAN COMMUNITY SCHOOL

Parents and Friends Association (P&FA) Inc.

Annual General Meeting

Monday, 15 March 2021

Principal's Annual Report

Throughout 2020, COVID-19 impacted every aspect of our lives. The social restrictions unavoidably enforced on all members of our community by both the State and Federal Governments, did not allow our School to engage 'in community' as we have in the past. The challenge throughout 2020 and more specifically for the Parents and Friends Association (P&FA) of the John Septimus Roe Anglican Community School (JSRACS), was to investigate a range of alternate options to regain and maintain connection and engagement with parents throughout these unique and difficult times.

Our P&FA were creative in their organisation and management of the events that occurred throughout 2020, and for that the School is most thankful. The virtual aspects of the Mothers' Day Breakfast and Grandparents' Day were examples of the P&FA's thoughtful and considered management, working with the School to ensure that these events could take place in a different form, however, with the purpose of maintaining an engagement with our community.

With restrictions further relaxed in the second half of the 2020 year, the P&FA Committee were driven to working within the parameters of the existing restrictions and to engage the community in the events planned. The Primary School Discoes, held in the Michael Bromilow Centre at the School's Beechboro Campus, were highly successful events that signalled a reigniting of the School events and community engagement, albeit with parents limited in their ability to attend.

Further to the Primary School Discoes there were numerous events that were organised and supported by the P&FA in the second half of the academic year, including:

- The Year 6 Celebration Assembly (including the organising and supply of gifts)
- The Year 11 Goodies Bag
- The Santa Card Sort
- International Teachers' Day
- Uniform and Book Swap meet
- Carols by Candlelight

The events listed above, as well as other events not included in the above list, were a highlight of the 2020 School year. The work of the P&FA committee to ensure that these events were supported and enjoyed by many within the School Community, endeared a new and different appreciation of community engagement within our School community.

I would like to take this opportunity to thank the members of our P&FA Committee, who make the time to regularly attend the P&FA meetings and in doing so, provide me with feedback on a range of school-based issues and topics, as well as plan for events that continue to ensure the development of community throughout our School. I always enjoy the P&FA meetings and would like to acknowledge the Committee's development of community through their participation in the P&FA.

I would like to personally acknowledge all members of the P&FA Committee, as listed below, for their commitment to the organisation of the events that have occurred throughout 2020. I would



like to acknowledge the frustration and sadness that the cancelling of events caused the P&FA Committee throughout 2020. I would like to acknowledge and honour all members of the Committee for their tireless commitment to the development of community within our School throughout these times, in their roles as members of the P&FA Committee throughout 2020.

President	Paul Izzett
Treasurer	Carolyn Rowcliffe
Secretary	Heather Luck
Publicist	Dee Faulkner
School Council Representative	Michelle Beor
School Council Representative	Paula Humphreys
General Committee Member	Leah Allen
General Committee Member	Tara Hackett
General Committee Member	Peter Hele
General Committee Member	Michelle Jansze
General Committee Member	Anna Lurie
General Committee Member	Tali Mayall
General Committee Member	Janine McGrath
General Committee Member	Rachel Newton
General Committee Member	Linda Peet
General Committee Member	Athena Razmovski

It has long been accepted that the primary purpose of the P&FA at JSRACS is to 'friendraise' through the creation of opportunities that encourage our community to come together. The past year has been a challenge in this regard, however, the absence of the ability to gather in community has highlighted the importance to do so. It is testament to the hard work and persistence of the P&FA Committee that creative opportunities for our School community to gather together 'in community' were investigated, planned and implemented throughout the past 12 months.

I would like to take this opportunity to personally acknowledge Mr Paul Izzett for his strong leadership and support of the P&FA Committee over the past two years. Paul has demonstrated a strong commitment to the School community in this role and has further developed the strong values and attributes that underpin the P&FA of JSRACS, values and attributes such as dependability, reliability, loyalty, commitment, open-mindedness, honesty, good humour, motivation, positivity, optimism, passion, respect, perseverance and service to others have all been further developed within the School's P&FA during Paul's leadership throughout 2019 and 2020.

The development of our community has been continually enhanced by those who choose to contribute in practical ways. I would like to encourage those who serve as active members of our P&FA to keep at it. Keep encouraging each other, keep striving for the inclusion of others and keep serving this community, because you are indeed making a difference.

Every Blessing

Jason Bartell
PRINCIPAL