



The Hutchins School Parents' Association Meeting

Date: 16th June 2026

Location: NJ Edwards Hub Meeting Room

Meeting opened: 6.30pm

Present

Kate Woods
Laura Machin
Courtney Bell
Rob McEwan
Shirl Badenach
Rowena Salter
Kezzia Mellars
Michelle La Roche

Apologies

Danielle West
Phillippa Bartlett
Lynn Redwig
Michelle Cong

Acceptance of Previous Minutes

Moved – Courtney Bell
Seconded – Laura Machin

President's report

Thank you to everyone from the PA Committee who volunteered their time at the recent Grandparents Days. Particularly Courtney; Laura; Danielle and Michelle who were the PA coordinators for their days. The four Grandparents events were very busy and successful events.

The preparations for the PA Gala on the 21/8/26 are going very well. Thank you to Kezia and the Gala Committee for everything they are doing to organize this event.

Shirl

Treasurer's report

The Treasurer reported that since last meeting, we have had a business owner purchased the Gold membership \$227.27 for a Business Directory listing on The Hutchins School website. Repoze has brought in \$192.25 for the PA. The PA currently has \$60,521 in a



term deposit maturing in August and \$109,107 sitting with the school, totaling \$169,628 in profit.

The Hutchins School Parent's Association

Activity Report

For the period 1 February 2026 -15 June 2026

Date	Journal Description	Name	Revenue	Expense	Profit/(Loss)
New parents evening					
28/02/2026	JVA CC - DAN MURPHYS/259 SANDY BA - ice for New Parents Evening	Miscellaneous		50.91	
11/03/2026	New Parent Evening Catering Food total - 60 pax	Trippas White Group Pty Ltd (Formerly Alliance Ca)		594.00	
11/03/2026	New Parent Evening Catering Labour - 2hrs	Trippas White Group Pty Ltd (Formerly Alliance Ca)		101.60	
Total for new parents evening			-	746.51	746.51
Tuckshop Profits					
28/02/2026	Management Fee Net Operating Cost Canteen FEB 26	Trippas White Group Pty Ltd (Formerly Alliance Ca)		3,528.81	
31/03/2026	Management Fee Net Operating Cost Canteen MAR 26	Trippas White Group Pty Ltd (Formerly Alliance Ca)		2,602.54	
Total for Tuckshop			-	6,131.35	6,131.35
Thank yous/Gratuities					
24/03/2026	Hill St - Farewell Gift K. Brocklehurst	Mrs S Badenach		100.00	
Thank yous/Gratuities Total			-	100.00	100.00
Entertainment Books					
27/02/2026	Entertainment Publications of Australia Pty Ltd	Entertainment Publications of Australia Pty Ltd	12.73		
Total Entertainment Books			12.73	-	12.73
P&F Subscriptions 2026					
10/03/2026	Transfer PA subscriptions		17,900.00		
Total P&F Subscriptions			17,900.00	-	17,900.00
Repoze Revenue					
	Stripe transfers		192.25		
Total Repoze Revenue			192.25	-	192.25
2027 Donations to the School					
31/03/2026	KME CC - KMART 1009 - cutlery for upcoming events - PA agreed to pay	Miscellaneous		320.00	
31/03/2026	KME CC - KMART 1009 - cutlery for upcoming gala			114.00	
14/04/2026	Reading incentive canteen vouchers	Trippas White Group Pty Ltd (Formerly Alliance Ca)		550.00	
30/04/2026	KME CC - KMART - Event equipment - Vino glassware 6 x 80	Miscellaneous		872.73	
30/04/2026	KME CC - KMART 1061 - Event equipment - cutlery and glassware			169.00	
Total Donations to the School			-	2,025.73	2,025.73
Catering					
28/02/2026	Cheese platter for PA meeting - Tuesday 17 March at 6.30pm, Board Room	Trippas White Group Pty Ltd (Formerly Alliance Ca)		50.00	
11/03/2026	Cheese platter for PA meeting - Tuesday 17 March at 6.30pm, Board Room	Trippas White Group Pty Ltd (Formerly Alliance Ca)		50.00	
Total Catering			-	100.00	100.00
Administration & Miscellaneous					
31/03/2026	Aprons for PA	Badger Makes Badges - Fast Forward Digital		1,018.18	
31/03/2026	audit of Hutchins School Parents Association	Wise Lord & Ferguson		1,010.00	
2/06/2026	MISCSUND / Business Directory Listing - Gold Advertising Option (\$250.00 Annui Hobart Dental Sedation		227.27		
Total Administration & Miscellaneous			227.27	2,028.18	1,800.91
Net Activity					
			18,332.25	11,131.77	7,200.48



The Hutchins School Parent's Association

Balance Sheet

as at 15 June 2026

	2027 \$	2026 \$
Assets		
Current Assets		
Term Deposit	60,521	60,521
Balance with School	109,107	101,906
Total Current Assets	<u>169,628</u>	<u>162,427</u>
Total Assets	<u>169,628</u>	<u>162,427</u>
Net Assets	<u>169,628</u>	<u>162,427</u>
Equity		
Retained Earnings Brought Forward	162,427	144,819
Current Year Surplus / (Deficit)	7,200	17,608
Total Equity	<u>169,628</u>	<u>162,427</u>



The Hutchins School Parent's Association

Income & Expense Statement

For the period ended 15 June 2026

	2027 \$	2026 \$
Income		
Tuckshop Profit	(6,131)	19,964
Interest	-	1,951
Entertainment Books	13	115
Business Directory	227	250
Repoze Revenue	192	
Dunk Machine Hire	-	91
Parent Subscriptions	17,900	17,680
Fundraising Functions Net Profit	-	21,727
Total Income	<u>12,201</u>	<u>61,778</u>
Expenses		
Audit Fees	1,010	970
Dunk Machine	-	11,976
Donations to the School	2,026	28,956
Thank yous/Gratuities	100	200
General Catering	100	300
Social Functions	747	1,674
Miscellaneous Expenses	1,018	94
Total Expenses	<u>5,000</u>	<u>44,170</u>
Net Surplus / (Deficit)	<u>7,200</u>	<u>17,608</u>

Principal's Report

The Principal reported on staff appointments, strategic initiatives addressing operational challenges, and potential investment opportunities.

Following Rev Lee farewell at the end of term 1, a comprehensive recruitment process has been undertaken with a new Chaplain commencing in the new year. Recruitment has also occurred for Head of Boarding. Appointments for both positions are imminent.



The school has applied for Commonwealth funding for a new childcare facility for 0 – 5 years to be located near the bottom of WMO. Preliminary outcomes for the Commonwealth funding is expected July/August 2026.

The school is investigating a range of self-contained revenue streams for the school as a means of stabilising enrolment fees. Considerations include the use of the NJ Edwards Hub and partnering with Basketball Tasmania, engaging groups like Swisher for holiday clinics. Finding the right balance between revenue and not taking facilities away from the students remains a high priority.

Correspondence

Incoming-

Fahan Parents Association has requested the use of Hutchins dunking machine and chocolate wheel for the Fahan School Fair 2nd October 2026.

Outgoing – N/A

Matters for Noting

School management are dealing with financial issues concerning canteen. The school will keep the PA informed.

Matters for Approval (including actions arising from the previous minutes)

PA Committee Approved to the \$10,000 deposit for the catering for the 180-year Gala to Rhubarb Catering on the 26 May 2026. A request for the deposit to be paid as soon as possible.

Business Arising -

Student PA Funding Request – Dr Rob McEwan

Year 12 student has raised a proposal for PA funding for a blue steak tree to be erected in a prominent place on the school grounds to raise awareness for mental health and supporting agencies. The proposal also included the installation a few blue benches throughout the campus for the same cause.

Awaiting quotes (up to \$7,000 budget) – proof-of-concept is approved by the committee.

Grandparents Day Discussions – Room

Grandparents Day was a well-attended event across the school community. There was great coordination by all volunteers, school staff, Parents Association.

General discussions occurred of event achievements, challenges faced and future improvements across the four events. Library staff have mentioned that there were 223 books donated to the school libraries.

**Gala Update – Kezzia**

350 tickets have been sold for the Gala. Great representation from families of year 9 – year 12, as well as the younger years. Concern over not having much representation from middle years. Significant progress has been made in organizing. Mentioned that directly approaching members of the community have been more successful than advertising. Need to sort out volunteer management.

Other business

N/A

Meeting close: 7:40pm