



**MINUTES - General Meeting
Monday 20 August 2018**

- 1 Meeting opened - 7.35pm**
- 2 Attendance and apologies -**

Attendees: Alison Gullick, Amber Fernandes, Matt Healey, Liz McQueen, Alex Ellis, Belinda Rickert, Troy Ridgwell, Steve Hovitch, Michelle Peters, Emma Thomson, Helen Taylforth, Geraldine Pillinger, David Lee (Baysie Rollers), Ken (Upbeat Events) and Sally (Upbeat Events).

Apologies: Laura Rosher, Fiona Marston, Shannon Jones, Leanne Frisna, Andrew Mack, Claire Baker and Lea Parkinson.
- 3 Accept previous meeting minutes (23 July 2018) - Moved Matt Healey, 2nd Amber Fernandes. All in favour.**
- 4 Business arising from minutes -**
 - 4.1 Canteen pay review - Liz McQueen**
 - tabled "Determination of industrial relations coverage for the Bayswater Primary School P&C" document to be retained with minutes for future reference.
 - suggested letters be sent to canteen staff explaining the outcomes of the review.
 - noted that accumulating long service leave entitlements need to be provided for in P&C financials.
 - deferred discussions relating to specific canteen roles and responsibilities until future meeting.
 - 4.2 Sports items - Alex Ellis**
 - Soccer shirts - not successful with grant application. Would P&C consider funding (approx. \$960). Decision deferred until next meeting.
 - Flag race - Thank-you to parent Brianna Marzal for volunteering to sew new flags in line with recognised interschool specifications for use at the upcoming faction and interschool carnivals.
MOTION: To reimburse up to \$200 for expenditure on the fabric and dowl required. Moved Matt Healey, 2nd Alex Ellis. All in favour.
 - Long jump pit - Thank-you to parent Hamish Wiggins for the sand delivery.
 - 4.3 Bike Boulevard cancellation - Liz McQueen: refer item 7.8 below**
- 5 Principal's Report -**
 - delivered information relating to Cross-Walk Guards.
 - the provision of this service is not managed by the school. The next newsletter will publish contact details for the responsible body.
 - results of a recent survey regarding crosswalk usage support maintaining the current status quo. Flagged that the Whatley Crescent crossing may change in future with the relocation of the Bayswater train station.
 - general consensus that a 'pelican crossing' similar to that currently on Whatley Crescent would be beneficial on Garratt Road.
- 6 Office Bearer Reports -**
 - 6.1 President - Matt Healey: no report**
 - 6.2 Treasurer - Lea Parkinson (apology): no report**
 - 6.3 School Council - Alison Gullick: no report**

7 Sub Committees -

7.1 Canteen - Matt Healey/Kim Healey (apology): no formal report. Noted:

- Kim Healey is in the process of collating the student canteen survey feedback
- planning special menu for the book week picnic and faction carnival sausage sizzle

7.2 Gardening - Alex Ellis/Liz McQueen: read report as attached.

7.3 Uniform Service - Shannon Jones (apology): no report

7.3 KPC - Natalie Diedrichs (apology): no report

7.4 Fundraising - Michelle Peters/Rae Markham/Helen Taylforth/Alison Gullick:

- 80's Prom Night - preparations are well in hand. Invited suggestions for use of the profit from the night. Matt requested that any ideas be emailed to him.
- Faction Carnival Cake Stall - roster for helpers will be circulated soon.

7.6 Library - Laura Rosher/Fiona Marston (apologies): 17 August meeting minutes attached.

7.7 Baysie EcoHub (Sustainability) - Alex Ellis: read report attached.

7.8 Bike Boulevard - Liz McQueen

- City of Bayswater is calling for nominations from local residents and other interested parties for a cycling reference group.
- focus of the group will be to improve cyclability in the local area.
- **MOTION: To approve Liz McQueen as the authorised BPS P&C representative on the City of Bayswater cycling reference group. Moved Liz McQueen, 2nd Michelle Peters. All in favour.**

8 Other business -

8.1 Baysie Rollers Street Festival - David Lee (Baysie Rollers)

- community activation group, Baysie Rollers, is partnering with Upbeat Events Management to deliver a Bayswater Arts Festival in March 2019.
- representatives from both groups attended the meeting and shared their vision for a unique festival showcasing the local area's rich heritage and wealth of artistic talent.
- as part of their community consultation, sought input around:
 - o preferred date
 - o location (2 options presented for consideration)
 - o opportunities for BPS involvement
- will return to future meetings to update on progress.

8.2 P&C Digital Comms Coordinator role – Emma Thomson

- **MOTION: To appoint Helen Taylforth, in place of Maria West, in the role of P&C Digital Comms Coordinator. Moved Matt Healey, 2nd Lea Parkinson. All in favour.**

8.3 Volunteers grant – Liz McQueen

- Allison Gullick to prepare an application. \$1k-\$5k in funding available.

8.4 Next meeting – Emma Thomson

- next meeting on 17 September is scheduled for the same evening of the Massed Choir Festival performance. Consensus to cancel meeting.

Next meeting - 7.30pm Monday 15 October 2018 (17 September cancelled)

Meeting closed - 9.20pm

Gardening Committee Report to the 20th August 2018 P&C Meeting

A massive month for the Gardening Committee!

Recently we held a competition for students to name the School Community Garden. At last week's assembly we got to announce the winning name - **Hillside Harvest** - thanks to Year 5 student **Mya Findlater**. We also have a sign, beautifully painted by **BPS parent Alli Sylvestre**, which will be hung in the garden. Thank you also to all our entries, and to our 4 other shortlisted entries. There was a fantastic selection to choose from.



The Hillside Harvest vegie garden is a community vegie garden but what does this actually mean?

1. The vegie beds are available for teachers and students to plant in during the school year – the garden is therefore a resource for classes across the school.
2. Families can also be involved in tending the garden. A group of parents and kids meet every Wednesday after school (weather permitting) to plant, to feed and water, to make compost and to otherwise look after the garden. All BPS kids and adults are welcome to join us or simply come over to have a chat and see what is growing.
3. Many of the plants and trees in the vegie garden have been donated by Baysie parents. If you have surplus seedlings or cuttings from your own garden, or a plant you no longer want, consider donating it to the community vegie garden and share it with the wider school.
4. The produce from the garden will be shared with the whole school community through initiatives such as the Community Grow Cart.

Following the Assembly each class undertook a tour of the newly named “Hillside Harvest” community garden. Eleanor, Catherine, Liz and myself explained to the students the process that is undertaken to turn food scraps into compost just by adding shredded paper and giving the compost bin a tumble. The kids got stuck into it, and it was really heart-warming to see them try all the different edible plants, aerate the compost, take ownership of the bins, and be so enthusiastic and well-behaved. **A big thank you to our Vegie Garden members, and especially to Eleanor, Liz, Catherine and Henry who were there all Friday morning to conduct the tours.**



Following the successful Community Grow Cart organised last term by Miss Kreibich, Liz McQueen and the Year Three students, **the Hillside Harvest crew will be holding a Community Grow Cart on Friday, 24th August** to share some of the vegie garden produce with the rest of the school. As with last term's grow cart, we are also inviting families from across the school to bring in fruit, vegetables, herbs, flowers and/or plants from their own gardens to add to the grow cart and share with other families. The grow cart will only be running on the Friday. **If you have produce to share, please drop it off at the table outside the front office on Friday morning or during the day.** The grow cart will then be open in the afternoon at school pick up time.

Gardening Committee Report to the 20th August 2018 P&C Meeting

We also registered for and participated in Planet Ark 'National Schools Tree Day' on Friday, 27th July, 2018. A big thank you to Margaret Wilson for organising this event, as well as Steve and Alex Devine from the City Of Bayswater. Most of our students from Years 1-6 helped plant 500 seedlings at Eric Singleton Bird Sanctuary, learn about the tree species and their connection to the river, until the weather became a bit too unfriendly. We also got a mention in the Eastern Reporter!



On Tuesday morning, 14th August, Liz and Eleanor assisted some Room 10 (Year 3) children to plant 20 plants donated by the City Of Bayswater (from Tree Day) in Imaginature. The kids were all great – really interested and responsive. Thank you to Freya Kreibich for making this happen, and to our adult and children gardeners!!



On Sunday, 19th August, we held a Busy Bee with a fantastic joining of both the Hillside Harvest Crew and the Gardening Committee. We did an amazing job, moving jarrah screenings, mulch, rocks, and soil to make some lovely paths in Imaginature, Hillside Harvest, and the Bush Tucker Garden, as well as a general tidy up of the areas! A huge thank you also to our children who not only helped at times (and/or didn't whinge the whole time), but they also made and gave us some very tasty lemonade from their stall. For once we finished before dark, and got to see the fruits of our labour, which you can agree is an amazing transformation.



(& on behalf of the Gardening Committee - Michelle Peters, Felicity Mitchell, Steve Hovitch, Eleanor Reuvers, Margaret Wilson, Kristi Turner, Laurie Ball, Tom Hammond, Heloise Roberts, Hamish Wiggins, Maki Yamamoto, Novak DeJong, Ann Sternheim, Nerina Patroni, Belinda Rickert, Paddy Hocking and Catherine Juniper)

Gardening Committee Report to the 20th August 2018 P&C Meeting



Thanks so much again to each of you who came and assisted in any way, and especially to Novak and Hamish who come with their equipment. Special mention to Hamish – this could be his last Busy Bee!! We are forever in his debt, Thank you to Michelle and Catherine for loaning their utes. Also, **a big thank you to Kristi who painted the roof of the Loose Parts Play Shed – it has really settled into its surroundings now.**

Marise, Steve and Eleanor have been in touch with Mark from the City Of Bayswater regarding our **Street Tree request of 9 trees along Leake, Hill and Roberts streets (oval)**, after we put in an application for this free venture.

Liz has also been working closely with Alli Sylvestre to get the Gardening Committee website page looking swish. Thanks Liz and Alli – this involves lots of thankless photo searching and editing, but it is much appreciated and will really showcase all the things we do.

We are busy now preparing for our **Imaginature launch, scheduled for 9:30am, Friday 9th November**, where we will be inviting the media and some special guests, so pop the date in your diary! We are also looking at the Oval Redevelopment, for 2019.

Thanks! Alex Ellis and Liz McQueen

(& on behalf of the Gardening Committee - Michelle Peters, Felicity Mitchell, Steve Hovitch, Eleanor Reuvers, Margaret Wilson, Kristi Turner, Laurie Ball, Tom Hammond, Heloise Roberts, Hamish Wiggins, Maki Yamamoto, Novak DeJong, Ann Sternheim, Nerina Patroni, Belinda Rickert, Paddy Hocking and Catherine Juniper)



Bayswater Primary School P&C Inc
Library Sub-Committee Meeting
MINUTES
Friday 17th August 2018

1 Meeting Opens: 3:25pm

2 Attendance & Apologies

Fiona Marston Stephen Hovitch
Laura Rosher Maki Yamamoto
Marise Fitzmaurice Greg Judd

Apologies

Shannon Jones Belinda Rickert Patricia Smith Jenny Hampson
Amy Hollingsworth Emma Thompson Amy Mance-Gogilis Kristy Hamilton

3 Accept Previous Meeting Minutes – N/A

4 Business arising from minutes

4.1 Schedule of Works

- Greg (Project Manager) gave his apologies that the schedule of works is not yet completed.
- It was re-confirmed that the refurbishment will commence in the “Discovery (Early Years) Corner”.
- This aligns well with the School’s Strategic Plan and the Early Years Play-based approach to learning.
- It was also reconfirmed that all works undertaken will need to allow for future flexibility of the use of the space and shelving / storage needs. We may decide to increase the vinyl flooring space. This will be discussed once we have costings.
- Greg has confirmed that he will be able to source the required quotes and prepare the schedule of works for this corner – ready for presentation to the Committee and Exec on Friday 7 September.

Actions:

1. **Greg** - Quote from Electrician to investigate feasibility of moving the Internet Box in the “Discovery Corner” to behind the library returns desk.
2. **Greg** – Seek quotes, as per the Education Department’s D2M open quoting guidelines, for all flooring, painting, joinery and materials required, seeking 3 quotes wherever possible.
3. **Greg** – Completion of schedule of works and draft budget for presentation on 7 September 2018
4. **Fiona/Laura** - to approach a Vinyl flooring contact re a possible donation of commercial grade vinyl and determine what sizes and colours are available (noting that Greg can arrange for these to be welded together).
5. **Marise** – At the next Finance Committee meeting (week 8), Marise will request permission to arrange for all unused heaters in the library to be removed, funded from the school’s maintenance budget.

4.2 Bunnings sausage sizzle held August 4th

Thanks to all volunteers who helped out. We sold out of the Bunnings recommended number of sausages by 3pm! \$870 raised for the library project!!!

5 Discussion items

5.1 Funds raised so far

- To date the library refurbishment project has approximately \$9,000.00 in P&C fundraising and \$6,000 set aside by the school.
- Marise will also investigate if the school can contribute an extra \$3000 this year and an extra \$6000 next year to add to the total tally.

5.2 Financial questions raised with school

- It was discussed that in order to save on GST costs it would be beneficial if the school managed the expenditure of the project funds. This would be done in line with the Schedule of Works (Budget and project timeline) agreed by the Library Committee, with a plan for works in the corner to be completed before the end of this school year.
- A report covering a recommendation to transfer funds will be presented by the Library Committee to the P&C at the September P&C meeting.

5.3 Quotes for the discovery corner

Greg to advise of any trades or assistance required so that a notice can be placed in the school newsletter to seek support from the school community.

5.4 Furniture purchases for the library

It was discussed that if funds allow the Library Committee would also like to purchase a piece or two of new furniture this year.

5.5 Future grants opportunities

Laura, Fiona and Amy continue to look out for grant opportunities. Currently the Bendigo Bank has a funding program that the Committee may be able to apply for. **Laura** to investigate.

6 Other Business

7 Next meeting:

Friday 7th of September at 3:20pm.

Greg's presentation of Schedule of Works and Quotes/draft budget.

P&C Executive encouraged to attend.

Last month was a new name, this month a new logo! Thank you once again to creative genius Shannon Jones for coming up with such a cool design!! This month we also found out we were successful in obtaining the **Waste Wise Grant**. Lisa Baker also congratulated us regarding this in her **Facebook page**. Now we are busy purchasing our fridge worm farm, 2xIBC's for our wicking beds, 21 x blue crates for each class' paper/cardboard recycling (to replace the huge cardboard boxes), a shredder so the children can shred their own paper, and some shelving.

A very big thanks to Binh Luong and the City Of Bayswater for donating three compost bins on 2nd August, complete with aerators and composting agents, valued at more than \$300. We have already used these extensively in Hillside Harvest, and will use them in other sustainability ventures across the school.



On 6th August I met with Dave Dique and Anne Phillips, who holds the Sustainability portfolio for the school. We discussed introducing the 'Food Scraps' scrap buckets, and Soft Plastic Recycling. Following this, we made a **step-by-step Waste Wise Procedure** incorporating all these elements for the teachers to follow, and some posters on how to compost. Further, I attended the staff's 'Communications' meeting on Friday, 10th August, to briefly show and discuss the 'Food Scraps' buckets with all staff, and how these would work, for their launch last Friday.

Then, as mentioned in the Gardening Report, on Friday, 17th August, we had a whole school assembly where we unveiled 'Hillside Harvest', and Liz discussed the concept of our community garden. Together with Emily Selliani and Ben Ellis, I explained use of the class and Undercover Area 'Food Scraps' buckets, and how we were all going to be part of turning the scraps into compost, instead of landfill. Many thanks to Ben and Emily, our inaugural 'Waste Warriors', who donned special t-shirts, helped during the presentation, and who also assisted the students at recess and lunch work out whether to put their rubbish into the 'Food Scraps' bin, the 'General Rubbish' bin, or the 'Soft Plastics' bin.

During the same assembly, we also launched 'Soft Plastics' recycling – which was an Eco Advert in the latest newsletter. We have placed a Red Bin in the Undercover Area, to take our soft plastics. They will then be collected and recycled at Coles®. There is a pin-up board display which clearly shows the different types of soft plastic that can go into the Red Bin.

Emily is now busy setting up a roster of 'Waste Warriors', they gained 3 new members in a matter of minutes, and they also decided we needed a yellow recycling bin in the Undercover Area too, which we added at lunchtime with loads of success. Hopefully this is a movement which is only going to snowball! We may need to set up a roster to empty the Soft Plastics Bin, as I may not be able to keep up with it alone.

Last Wednesday, 15th August, the Baysie EcoHub held a meeting to discuss the 'launch' of the 'Food Scraps' buckets, the Waste Wise Grant items, and a few projects for next term. We also discussed the material made for our section of the P&C website. Big thanks to Christie, Emma, Eleanor, Alison and Steve who attended this meeting.

The Young Re-Inventor of the Year comp has come around for 2018. This year's theme is WATER. Young people are encouraged to re-invent rubbish into something that helps keep our waterways clean or conserves water. Submissions close Monday 22nd October 2018. Get young people thinking differently about waste and possibly share \$3000 in sustainability prizes to expand your sustainability action. More details at: <https://www.switchyourthinking.com/our-projects/young-reinventor-of-the-year/>