



**MINUTES - General Meeting  
Monday 10 December 2018**

**1 Meeting opened - 7.37pm**

**2 Attendance and apologies -**

**Attendees:** Shannon Jones, Matt Healey, Nat Diedrichs, Alex Ellis, Liz McQueen, Eleanor Reuvers, Leanne Frisina, Michelle Peters, Claire Baker, Emma Thomson, Fiona Marston, Alison Gullick, Kirsty MacDonald, Helen Taylforth and Lea Parkinson.

**Apologies:** Andrew Mack, Laura Rosher, Melanie Foster and Geraldine Pillinger.

**3 Accept previous meeting minutes (19 November 2018) - Moved Claire Baker, 2<sup>nd</sup> Alex Ellis. All in favour.**

**4 Business arising from minutes -**

**4.1 Muffin Morning - various**

- in light of information tabled in the November 2018 meeting, the P&C Executive sought advice from the Department of Education regarding whether Muffin Morning is permissible under the Department of Education's 'Healthy Food and Drink in Public Schools Policy/Procedures'.
- advice received was that P&C fundraising activities are outside the scope of this policy and that any decision to permit activities of this nature lie with the school.
- noted correspondence received by the P&C Executive from the school community has been both in support of and against the continuation of Muffin Morning.
- also noted feedback received regarding expectations to undertake consultation within the school community before taking decisions of this scale.
- consensus that this item requires further consideration and consultation.
- therefore, the P&C Executive acknowledged that the motion of the November 2018 meeting was made in haste and resolved the following 3 motions (*all moved Claire Baker, 2nd Lea Parkinson. All 3 motions carried*):
- **MOTION 1: Rescind previous motion of November 2018 meeting that "Muffin morning to be removed and instead hold a minimum of 2 whole of school P&C fundraising events each year to subsidise excursions/incursions for students where there a welfare need is identified".**
- **MOTION 2: As a first step in the consultation process, the P&C Executive will request a meeting with the new Principal early in 2019 for direction as to the continuation of Muffin Morning.**
- **MOTION 3: Muffin Morning be suspended pending the outcome of MOTION 2 above.**
- **ACTION: Emma to email P&C database to advise of the above.**

**4.2 Storage of P&C documents - Alex Ellis**

- Matt Healey confirmed the migration of P&C documents currently stored in Dropbox to OneDrive
- Matt also volunteered to create accounts for individuals/P&C positions and will circulate corresponding OneDrive usage instructions

**4.3 IT quotes - Alex Ellis**

- requested an update on the status of the IT purchase approved for funding at the November 2018 meeting. This was for 60 ipad covers and 2 trolleys.
- Matt Healey is awaiting specifications from the school to be able to prepare a quote

5 **Principal's Report** - no report.

6 **Office Bearer Reports** -

6.1 **President** - Matt Healey: no report

6.2 **Treasurer** - Lea Parkinson:

- major expenditures this month: \$3.1k on instruments and \$3.5k on KPC items
- major income items this month: lime cordial and mulch fundraisers
- general discussions around cash reserves and whether P&C funds should be disbursed, as much as is practicable, in the year in which they are raised

6.3 **School Council** - Alison Gullick:

- meeting discussion focused on potential changes to the teaching program and the school budget
- noted staff development days may not necessarily be on the first day of each term in 2019

7 **Sub Committees** -

7.1 **Canteen** - Matt Healey/Kim Healey:

- Lea Parkinson queried the sale of jelly cups. ACTION: Canteen subcommittee to consider for 2019.

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

7.3 **Uniform Service** - Shannon Jones: no report

7.4 **KPC** - Natalie Diedrichs:

- 2 parents attended the December 2019 KPC meeting
- therefore planned discussions around future KPC activities were postponed
- reported that the level of parent engagement with the P&C KPC subcommittee has drastically declined and requests have been made to reduce the number of KPC fundraisers
- suggested that Mother's/Father's Day raffles not go ahead next year and instead could be run as general P&C fundraisers
- general discussions around the KPC fundraising model

7.5 **Fundraising** - Michelle Peters/Rae Markham/Helen Taylforth/Alison Gullick: read report as attached.

- Tea Towel fundraiser: it was raised that this was a popular fundraiser in the past. Suggestion to run it every second year.
- Lime Cordial Fundraiser: Emma Thomson reported that the second round of this fundraiser made profit of \$642 (from sales of 212 bottles). Thanked the Perkins family (of The Limes Orchard and Farmstay) for their continued support in generously supplying the cordial at cost.

7.6 **Library** - Laura Rosher/Fiona Marston: report as attached. Also:

- thanked the broader P&C for the funding approval (November 2018 meeting) towards Stage 1 of the library refurbishment ('Whole Floor, Discovery Corner and Computer Bank Re-furb')
- work will commence on the new flooring installation (carpet and vinyl) during the summer break
- **MOTION: To approve Busy Bees for Saturday 15 December 2018 and Saturday 2 February 2019 to move library furniture for the new flooring installation.** Moved Fiona Marston, 2nd Lea Parkinson. All in favour.
- ACTION: Emma/Helen to advise school community via P&C email and Facebook

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

7.8 **Bike Boulevard Reference Group** - Liz McQueen: no report (no meeting since last update).

## **8 Other business -**

### **8.1 AGM date - Emma Thomson**

- discussions around preferred date for 2019 AGM
- nominated Monday 18 March 2019 (ie. the second P&C meeting of 2019)

### **8.2 Any other business -**

#### **8.2.1 Funds owed - Geraldine Pillinger (apology)**

- o query (via email) regarding monies the Department of Education agreed some years ago to repay the P&C for air conditioning
- o Lea Parkinson offered to investigate by approaching past BPS parents for their recollections around this

#### **8.2.2 TV/projector request - Helen Taylforth**

- o tabled teacher request for funding to purchase a large TV or a projector for use in the library ahead of school commencing in term 1 2019
- o confirmed with the Library subcommittee that this has not been provided for as part of the refurbishment project
- o requested that the teacher speak directly with the school's admin in the first instance

#### **8.2.3 Various - Kirsty MacDonald**

- o Bendigo Bank grant for instruments update
  - cheque for approx \$9,000 anticipated to arrive soon
  - will expend funds on a class set of ukuleles (with tuner and program), xylophone (with mallets), cymbals
- o Fete - noted that she has an events management contact that may be useful for future Fetes/Spring Markets.
- o BYO devices - queried school policy on BYO devices. Advised not currently a BYO device school and that it is a school management consideration that may be revisited in future.

#### **8.2.4 John Forrest Secondary College P&C - Liz Mc Queen**

- o highlighted that the JFSC P&C would welcome new parents to their meetings in 2019

#### **8.2.5 Toast to recognise the work of the P&C Executive - Liz McQueen**

#### **8.2.6 Toast to farewell and thanks Steve Hovitch - Matt Healey**

**Next meeting - 18 February 2019**

**Meeting closed - 9.36pm**

## Gardening Committee Report to the 10<sup>th</sup> December 2018 P&C Meeting



**A really momentous and emotional year for our group.** We welcomed Catherine Juniper, Niall O'Flaherty, Paddy Hocking, Dave O'Neill, and Belinda Rickert, launched Hillside Harvest and Imaginature, and farewelled some really committed members and friends who have put in collectively over three decades of work into this committee. To recap:

We met early in the year to **work out a plan for 2018-2021** (our previous plan went from 2014-2017). In this meeting we also nussed out a plan for how to more smoothly transition between the Loose Parts Play in the KPP area, to that in Imaginature, and how to best institute some guidelines in this space. Thanks to Kristy Hamilton and Nerina Patroni for their assistance here.

In March, we held a few **Committee Busy Bees down in Imaginature, to lay the gravel paths.** A big thank you to Novak and Hamish, always ever-ready with their machinery and know-how, who completed the prep work and the laying of these wonderful paths.



During this Busy Bee we cleaned up the area, and also transformed the frog pond into a **frog Taj Mahal**, following which Margaret Wilson and her Room 17 green thumbs planted around and later put in Their Excellencies, the tadpoles!

**Our Community Garden then got a concept plan**, big thanks to Eleanor who once again made everyone's requests fit in logistically and creatively. This is situated alongside the gardener's shed and Room 24, and Hill St, and its purpose is to experiment with different vegetable gardening methods such as no dig and wicking beds; include a gathering space where small classes can be held; house our compost bays, compost bins and worm farms; include a small shade house for seed raising; have a path to provide better connection to the Year 1 & 2 class rooms; include an area for growing small fruit trees, shrubs, herbs and insect attracting plants; and most importantly, be a space where parents, students, siblings and the BPS Community can come to plant and tend to a garden, learn about gardening methods and composting, taste various crops, and interact with others while getting out in nature and getting dirty!

We held a naming comp for our new garden – well done to Mya Findlater (Yr 5 student) for her winning entry – **Hillside Harvest**. We also started **Wednesday afternoon gardening sessions** to do various tasks as needed and perhaps run some activities with students. This has been really successful. As mentioned in the Baysie EcoHub section, this year **we also started composting at Baysie, with a three bay composting system** with two beds now actively composting (and generating a huge amount of steam and heat as the micro-organisms do their thing). A big thank you to Miho and Catherine who have really assisted with their composting know-how and elbow grease to make these composting bays so successful.



*(Liz McQueen + Alex Ellis, 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 Wiggens, Maki Yamamoto, Novak DeJong, Nerina Patroni, Belinda Rickert, Paddy Hocking, Dave O'Neill, Niall O'Flaherty + Catherine Juniper)*



## Gardening Committee Report to the 10<sup>th</sup> December 2018 P&C Meeting

**Tree canopy management of the school's designated trees**, as recommended in an arborist report late 2017, was undertaken in May, under the guidance of a qualified arborist. **Thanks very much to Marise for following this up.**

Then we held our famous annual **Whole School Busy Bee on Sunday, 3<sup>rd</sup> June!! Thank you so much to the wider school community for coming on down to lend a hand**, whether it was for a few hours or the whole day, it was truly appreciated, and who could forget the yummy treats for morning tea! We had about 50 parents come, plus about 50 children, which was fantastic!

There were new cubby making structures complete with branches from the recent canopy management; beautifully decked stage seats and planting tables; a freshened fairy garden with chess set, and new path; a pylon pathway up to the fort, and more Garrett Bridge pylons dotted around the school; mulch, mulch, and always more mulch in Imaginature; lots of beautiful and some very established plants and trees all around the school; a freshly painted cubby house blackboard in the KPC; a painted Loose Parts Play shed; painted Food Scraps buckets for every classroom; newly painted place blocks for our sports carnival; and the setting up of composting bays, wicking beds, vegie beds and plant trees in Hillside Harvest.



**A big thank you to the School, who provided \$400 of the \$2K worth of trees planted, and to Jeremy Maher and the City of Bayswater, for truck-loads of mulch used in the Busy Bee.**

**Liz worked closely with Alli Sylvestre to get the Gardening Committee website page looking swish. Thanks Liz and Alli** – this involved lots of thankless photo searching and editing, but it is much appreciated and really showcases all the things we do.

The **Hillside Harvest crew held a Community GROW Cart on Friday, 24<sup>th</sup> August** to share some of the vegie garden produce with the rest of the school. Following its success, this term the **Hillside Harvesters ran a hugely successful community EAT cart on Tuesday, 27<sup>th</sup> November**, at lunchtime in the undercover area. Food was prepared made from Hillside Harvest vegetables for students to sample at lunch time. This was an opportunity for kids to sample foods they may not have tried before and kids loved tasting various produce, fried rice, kale chips, and choc beetroot cake on cabbage leaf plates (for those who forgot their reuseables). We plan on holding a community EAT cart twice a year depending on how much produce is in season.

Following negotiations with Mark from the City Of Bayswater, **3 jacarandas were planted along Roberts street (ie on the oval), 3 Queensland Box trees on Leake St, and a Manchurian Pear on Hill Streets. Thanks to the City of Bayswater for this!**

**We also registered for and participated in Planet Ark 'National Schools Tree Day' on Friday, 27<sup>th</sup> 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! The following week. **Liz and Eleanor assisted some Room 10 (Year 3) children to plant 20 leftover plants in Imaginature. Thank you to Freya Kreibich for making this happen, and to our adult and children gardeners!!**



## Gardening Committee Report to the 10<sup>th</sup> December 2018 P&C Meeting

On Sunday, 19<sup>th</sup> 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 sawdust, 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. And then yet another **Gardening Committee Busy Bee** on 4<sup>th</sup> November, where we refilled the tyres, pruned, raked, cleaned up, fixed fences, weeded, fluffed up soft fall, and generally just made Imaginature look gorgeous!



Then came our **Imaginature launch on Friday 9<sup>th</sup> November**, where we had speeches, drumming, Junior and Senior Choir performances with a special performance of students' art, and the official ribbon cutting. We also had **special guests City of Bayswater Mayor Dan Bull, and Councilor Giorgia Johnson, who we thank for their attendance. A HUGE thank you also to BPS staff Steve, Dave, Belinda, Margaret, Mitchell, Heloise, Bruce, and Carmen for all their prep/effort on the day, and also for the very special morning tea, prepared by students from Kids in the Kitchen cooking class.** We are really privileged to have such a fantastic bunch of teachers and staff who all bandy together to make events like this very special. **Thank you also to Orien for taking awesome pictures, which will make this an event that's remembered for a very long time.** In terms of **media coverage**, we got into the Eastern Reporter online and into their hardcopy newspaper; Natureplay WA posted the ER online article on its Facebook® page, and Maggie Dent's team have asked us to forward a paragraph and some pictures of Imaginature, which they will then post on the online gallery of her website. Dan Bull has also posted on Facebook® congratulating our school on Imaginature.

**Our DSATCO mulch fundraiser** had 15 orders (totalling \$2235) and made \$488. **A big thanks to Felicity for coordinating this, for the third year in a row!**

We held a **Hillside Harvest Crew Busy Bee on Sunday, 25<sup>th</sup> November**, to dig trenches ready for reticulation, install a shed, and create two wicking beds out of the IBC's donated. **Big thanks to all those who helped on the day – Catherine, Josh and their kids, Maki and Kai, Liz, Eleanor, Dave and their kids, Tom, Miho and her kids, Novak, and my kids. You are all absolute workhorses, and awesome people.**

**And finally, a big farewell to Steve Hovitch, Hamish Wiggins, and Janine Turner**, who are exiting (or have exited) the committee this year. We got to say our own farewell on the weekend, but Liz and I just wanted to take this opportunity to thank you all for the decades of work and support you have provided for the school, especially through our Gardening Committee, always helping out, bringing machinery, attending meetings, liaising with the Department, and providing sets of hands at Busy Bees and Fete stalls. We will miss you!!





## FUNDRAISING SUB-COMMITTEE

### P&C MEETING REPORT – 10 DECEMBER 2018

#### TERM 4

- 1. End of Year Concert Food** – We sold Sushi and Pizza at the Concert and we sold 74 pizzas and 47 Sushi packs. It was an easy fundraiser and was well supported by the school families. With food orders and drinks sold on the night we raised \$471.
- 2. School Christmas Raffle** – we had some great prizes donated for the Raffle. We raised a total of \$533 and have 5 happy winners! A Certificate of Thanks will be sent to Lisa Baker, Limnios Property Group and Fleet Network for their prize donations.

We will be looking for a new, fresh team for the Fundraising Sub Committee in 2019. Please start chatting to possible candidates if you can think of anyone. We have all loved helping to raise money for the school, it's been fun!

Have a safe and happy Christmas Holiday!



## Baysie EcoHub - Sustainability Education Report to the 10<sup>th</sup> December 2018 P&C Meeting

I would like to take this opportunity to acknowledge what inspirational things this little group of 7 parents (with support from 6 teachers with a sustainability interest) has achieved in only 11 months!

- ✿ In February we formed a P&C approved '**Sustainability Subcommittee**', in an effort to increase and improve the sustainability efforts around the school
- ✿ In March we sold 114 products in an inaugural '**Eco Drive**' with Environment House, to 38 families at a total of \$1441.50, with \$114 going to the school, and raising a lot of awareness of eco alternative products in the process
- ✿ In April we created a '**Sustainability Plan 2018-2021**' with lots of ideas and initiatives
- ✿ In May we conducted a **Whole School Waste Audit** with Room 10 and Room 24 (Freya Kreibich's and Anita Jacobsen's classes). Following this, we wrote up the findings, applied for BPS to become a Waste Wise<sup>®</sup> School, and also applied for our first **Waste Wise School grant** worth \$2,200.
- ✿ In June we found out we were successful in becoming a Waste Wise School! We also signed up to the City Of Bayswater's '**Recycling Education Program**', and as such received 4 green and 2 yellow Mobile Garbage Bins (MGB's), emptied fortnightly free of charge, as well as access to free incursions and excursions.
- ✿ In July we got a new name – **Baysie EcoHub** – and sent the school community information on the new Plastic Bag Ban that came into effect. We also worked closely with the Gardening Committee on the new Community Garden, now known as 'Hillside Harvest'
- ✿ August was HUUUUGE!
  - we got an awesome new logo!
  - we were **successful in obtaining the Waste Wise Grant**, enabling the purchase of an industrial Worm Farm, a shredder, recycling tubs for each classroom, and a shed/soil for Hillside Harvest.
  - The City of Bayswater donated three compost bins, complete with aerators and composting agents, valued at more than \$300
  - we made a step-by-step **Waste Wise Procedure** for the school
  - we launched use of the food scraps buckets in each classroom, **composting**, and soft plastic recycling at Baysie. This involved tours, workshops, assemblies, meetings, etc
  - we **started our Baysie 'Waste Wise Warriors' program** where students helped other students to dispose of their waste in the appropriate bins
- ✿ In September we arranged for the screen printing of our 'Waste Wise Warrior' vests (thanks Dave!), some tongs, gloves, and other PPE for our helpful warrior students! We also **completed our 'Baysie EcoHub' section of the BPS P&C website** (thank you Alli for creating this website!), with information on our Eco Drive; our Waste Wise School projects and grants; recycling and composting; Sustainability Apps, websites, retail, and resources; in the media; comps; and our Eco Alerts.
- ✿ In October we assisted the school to celebrate our **National Recycling Week running from Monday October 22<sup>nd</sup> to Friday 26<sup>th</sup> October 2018**
  - Freya, Anne, Dayna and Anita and the students from Room 6, 9, 10 and 24 had two free **incursions from Cleanaway<sup>®</sup>**
  - we assisted Karen Winterburn in organising a **beeswax sandwich wrap workshop** with the students in Rooms 15 – 18
  - we helped promote the **Whole School Waste Free Lunch** Karen and the Room 15 kids had organised
  - we assisted Kevin from the WormShed<sup>®</sup> to install our **state-of-the-art Worm Farm**
  - we launched the **Baysie Pencil Library** in the school library, where students can donate and obtain pencils for their booklists, rather than buying them new
- ✿ In November we participated in the **Community EAT cart** and acquitted the rest of the grant.
- ✿ In December we started our **BreadTag collection** container in the front office!



One bread tag weighs 0.38g; 2,632 tags weighs 1kg; so it takes 526,316 tags to provide enough money for one wheelchair, for adults and children in South Africa!! Mary Honeybun founded the organization in 2006 in Cape Town and they provide 2 to 3 wheelchairs to adults and children around South Africa every month. Miho or I will take the container once full to empty at Wasteless Pantry, who are one of the collection points for the 'Bread Tags for Wheelchairs' organisation.



We also created the following Eco Adverts (which each take an hour to create), which were distributed via the school newsletter, Baysie FaceBook® page, and now our website:

- |                            |                                  |
|----------------------------|----------------------------------|
| • Eco Drive                | • Disposable Cups                |
| • Terracycle Program       | • Soft Plastic Recycling         |
| • Street Tree Program      | • Personal Care Recycle          |
| • Plastic Use              | • School Holiday Fun             |
| • Waste Wise Audit         | • Plastic Packaging Symbols      |
| • Yellow Top Bin           | • Pencil Library                 |
| • Composting               | • Waste Wise Apps                |
| • Personal Care Recycle    | • Sustainability Advent Calendar |
| • Recycle Batteries        | • Breadtag Collection            |
| • Waste Wise School Status |                                  |

None of this would have been possible without the support from **Marise Fitzmaurice** (Manager, Corporate Services, BPS), **Heidi Baker** (School Officer, BPS), **Steve Hovitch** (Principal, BPS), **Dave Dique** (Deputy Principal, BPS), our teachers **Freya Kreibich**, **Anne Phillips**, **Karen Winterburn**, **Anita Jacobsen**, **Dayna Knox**, and **Margaret Wilson**; **Binh Luong** (Coordinator Environmental Health, City of Bayswater), **Maxine** (Environment House), **Rachael Roberts** (Environment House and Sustainability Consultant, Hillcrest PS), **Shannon Jones** (responsible for our awesome name and logo), the P&C Gardening Committee, and last but definitely not least, our awesome team: **Miho Tanabe**, **Catherine Juniper**, **Emma Bradley**, **Christie Ainsworth**, **Eleanor Reuvers**, **Matt Davey** and **Alison Gullick**.

**A big thank you for your support and commitment to help put Baysie on the map sustainability-wise.** I am really proud of what we have been able to complete in such a short timeframe, and which will ultimately guide our children to go one better and be leaders in this space now and in the future.

We are looking forward to a fantastic 2019 filled with lots more initiatives and events!!

*(Alex Ellis, on behalf of the Baysie EcoHub - Miho Tanabe, Catherine Juniper, Emma Bradley, Christie Ainsworth, Eleanor Reuvers, Matt Davey and Alison Gullick; involved teachers: Freya Kreibich, Anne Phillips, Karen Winterburn, Anita Jacobsen, Dayna Knox, Margaret Wilson)*