



**MINUTES - General Meeting  
Monday 11 November 2019**

**1 Meeting opened - 7.02pm**

**2 Attendance and apologies -**

**Attendees:** Eleanor Reuvers, Marianne Symons, Liz Perkins, Alex Ellis, Suzanne Harmer, Daniel Saunders, Craig Skinner, Belinda Rickert, Michelle Peters, Liz McQueen, Kristi Turner, Lea Parkinson

**Apologies:** Lea Frisina, Alison Gullick, Shannon Jones, Amanda Chitty

**3 Accept previous meeting minutes**

**3.1 11 November 2019** (General Meeting) – *Moved Dan Sauncers, 2<sup>nd</sup> Liz McQueen*

**4 Business arising from previous minutes**

- Letter was sent to the Minister for Education regarding the funding allocation under the State Government's Education Maintenance Package. Response received from Minister for Education and Training on 29 November 2019, which indicated a Capital Works and Maintenance Officer will visit the school to review the funding allocation.  
Craig Skinner reported that the visit had happened. As a result, the school will now be getting a new gardener shed (valued at approximately \$150,000), replacement of the insulation lining in the undercover area and additional skylights, and potentially some funding toward enclosing the undercover area. The school has also had an additional transportable classroom approved from Term 2 2020, but due to student numbers dropping slightly, the classroom may no longer be required.
- P&C notified by WACSSO on 6 December that the new Constitution has been approved and may now be implemented.

**5 Office Bearer Reports**

**5.1 President** – report circulated with meeting papers

- Thank you to Kristi Turner and Alison Gullick for all their work coordinating the Fete and the 125<sup>th</sup> Anniversary celebration. The P&C received great feedback on the day.
- If anyone has events to add to the Fundraising Calendar, please send them to Dan.
- Craig Skinner requested a P&C representative attend the Year 6 Graduation and present the P&C awards. Noted that the P&C has traditionally sponsored two awards with book vouchers of \$40 each.
- **MOTION: The P&C approve funding of \$80 for two book vouchers for Year 6 graduation awards.**  
*Moved Craig Skinner, 2<sup>nd</sup> Dan Saunders. All in favour.*

**5.2 Treasurer** - report tabled at meeting.

- To the end of November, the Fete had raised \$21,777.70. This does not include proceeds from the auction items which will be added later.
- Just over \$13,000 (proceeds from the Colour Run) has already been transferred to the school.
- The Entertainment Book sold well this year and raised almost double of previous years.
- Still have \$2,700 in the volunteers grant to be spent.
- **MOTION: The P&C approve \$110 raised by the Year 6 group to go toward Year 6 final day activities.**  
*Moved Dan Saunders, 2<sup>nd</sup> Alex Ellis. All in favour.*

## 6 Fete report

- Fete and 125<sup>th</sup> Anniversary was a very positive community event. Final figures yet to be calculated, however, the Fete raised a substantial amount (over \$21,000) for the school.
- Kristi Turner thanked Alison Gullick for her vision and determination in pursuing the LotteryWest grant money which made it possible to offer a lot more on the day and compliment the fete's activities. Thank you also to Scott Adams for all his work, wise counsel and good humour throughout the organisation of the event.
- Thank you to all the class representatives who did a lot of the background work and were amazing in terms of responding to the fete requirements.
- Overall, the fete was a fantastic community event and will be a shame if it doesn't happen in the future. However, it is a massive load for a few people to carry, and does not appear to be sustainable due to the increased numbers of parents working full time, and the small number of volunteers who do the majority of the work. Very few people are putting up their hands to assist.
- Propose the P&C look at alternative ways to fundraise significant funds whilst incorporating community options. Could set up a sub-committee to investigate further, with a focus on major fundraising events that are fun, generate a lot of revenue but require limited effort. Noted there is a possibility of another Bayswater Street Festival in 2020 and the P&C could get involved in that.

## 7 Motions on Notice

### 7.1 PA System

- Following discussion at the last meeting, the motions for funding for the PA system were moved.
- **MOTION: The P&C approve funding of \$4,176.48 to purchase additional PA equipment to supplement the existing system. Moved Dan Saunders, 2<sup>nd</sup> Liz McQueen. All in favour.**
- **MOTION: The P&C approve proceeds of the Wine Fundraiser to go toward the PA system. Moved Dan Saunders, 2<sup>nd</sup> Liz McQueen. All in favour.**

## 8 Art and Music Evening

- A menu was circulated to offer collection of dinner before the event, as has been done in the past, however, the school had not been consulted. Consequently, without any notice and preparation, the school determined the canteen opening could not go ahead.
- In future, the P&C need to consult with the school if they are intending to fundraise at school events. If this process is initiated early, then hopefully the school can accommodate fundraising.

## 9 Tabled sub-committee/representative reports

### 9.1 Canteen - report circulated with the meeting agenda

- Currently, canteen vouchers are given out by the school as faction incentive vouchers. These are classified as waste for the canteen. The school will review these incentives in 2020 and any financial support from the P&C will need to be requested.
- Canteen still struggling to get volunteers to help out on Fridays. Suggested they could approach the Senior Citizen's Centre for regular volunteers.
- **MOTION: The P&C approve a free lunch of up to \$5 for one child for canteen volunteers. Moved Michelle Peters, 2<sup>nd</sup> Liz Perkins. All in favour.**

### 9.2 Gardening and Sustainability - report circulated with the meeting agenda

- City of Bayswater grant process has opened and closes on 24 January. The Gardening and Sustainability Committee has applied for funding for the Oval Redevelopment project. Final outcome will be known in mid-2020.
- One concern raised with the impact of the "take your rubbish home" initiative on Muffin Morning, namely jelly cups being placed in school bags. Will look at alternatives for biodegradable cups, or whether a small bin can be made available on Muffin Morning days.

### 9.3 Uniform Service - no report

- Starting to intentionally exhaust supply of certain items which will no longer be sold as school uniform items (for example, tights, leggings, shorts).

#### **9.4 KPC – no report**

- Seeking support to release some KPC funding for books to be distributed as part of the end of year gift to students. As a standing expenditure, it was agreed that the 7-day requirement for notification of financial motions could be waived.
- **MOTION: The P&C approve \$300 from KPC funds for the purchase of books. Moved Marianne Symons, 2<sup>nd</sup> Lea Parkinson. All in favour**

#### **9.5 Fundraising – no report**

### **10 Any other business**

#### **Additional social media administrator(s)**

- Fete identified that there is sometimes too much demand on one person to manage all the social media content for the P&C. At the very least, a couple of people need to have access to logins and passwords to monitor posting on the webpage and social media sites.
- Relevant information to be provided and in 2020, seek a couple of people to be social media administrators.

#### **Dungeon clear out**

- Sea container has been delivered and the contents of the dungeon need to be moved into the sea container before the end of the year.
- Calling for parent volunteers to assist on Monday morning (18 November) from 7.30am.

#### **Achievement awards**

- Certificates were presented to Michelle Peters and Lea Parkinson in recognition of the many years of volunteer service they have given to the P&C.

### **11 Principal's report**

- Outlined the significant achievements of the school and P&C in 2019 including building and infrastructure works, introduction of Breakfast Club, School Garden of the Year, increased Canteen opening days, Chaplain started, and excellent NAPLAN results.
- Some changes ahead in 2020 with a different structure and timing to the day which will see recess held earlier and lunch later. Advertising for a dance/drama teacher and trialing this for one year.
- There will be a review of Factions and uniforms/branding in 2020.

**Next meeting – 7.00pm Monday 10 February 2020**

**Meeting closed - 8.30pm**