



**MINUTES - General Meeting
Monday 14 February 2022
Bayswater Primary School, Library**

1 Meeting opened – 7pm

2 Attendance and apologies

- **Attendees:** Paul Biemmi, Damien Bosustow, Dayna Cenin, Alex Ellis, Leanne Frisina, Kristin Hansen, Suzanne Harmer, Lanita Miller, Bernadette O’Connell, Eleanor Reuvers, Belinda Rickert, Dan Saunders (Chair).
- **Apologies:** Nil.

3 Acceptance of previous meeting minutes

- Monday 18 October 2021 (General Meeting) - *Moved Suzanne Harmer, Seconded Bernadette O’Connell.*

4 Business arising from previous minutes

- No outstanding actions

5 Principal’s report

- **Introduction and welcome:** Thank you to Bayswater community for making me feel so welcome. It has been a hectic start to the school year, especially with the ever-changing requirements of COVID.
 - Acknowledge and thank Craig Skinner for putting in place a sound school improvement agenda which has been embraced by the staff.
 - Certificate of Academic Excellence for the program made in NAPLAN.
 - Acknowledge the great working partnership between the school, school board and the P&C.
 - Welcome
 - Tegan Eaton (Art Teacher)
 - Karen Blaq (New Chaplain)
 - Impressed by the history and the grand buildings.
 - Traditions like the ringing of the bell help to create a sense of belonging.
 - Sustainability focus is incredible and can really create an awareness of how we, as individuals, can make a real difference.
 - Focus on explicit teaching is really important. I am impressed by the tremendous amount of work that has been done to create an awareness of the whole school approach in this area.
 - Introduction of new maths program which is being implemented this year.
- **Census:** Census was concluded on Friday;
 - 419 students (cf. 431 in 2021)
 - Low numbers in the Kindy area, 50 (cf. 60 in 2021)
- **Covid:** Thank you for your patience in relation to COVID. Here are some of the things that we will implement from the beginning of Week 4.
 - Parent interviews to be undertaken over the phone or online.
 - Assemblies have been postponed for this term. Merit certificates and other presentations will be handed out over our public address system. Parents will be notified about these awards.

- Classes are eating their lunch in the common year level near their classrooms and not in the undercover area.
- Classes will also begin eating their recess along the veranda near the quadrangle and undercover area.
- A playground roster has been initiated which will enable students to access different playground areas around the school at various times throughout the week.
- Choir and Band have been postponed for this term. This directive came from the Chief Medical Officer as it involved students being physically close and spreading droplets which increases the likelihood of infections. Dance Troupe is similar in relation to the proximity of students and the access to the mixed year levels.
- Camp has been postponed to Term 4.
- Community forums, e.g. School Board and P&C, may move to online platforms. Will discuss this in more depth at the meetings.
- Staff having morning tea/lunch breaks in different parts of the school.
- **School Board:** Nominations were sought last week. I am currently determining how best to undertake the electronic voting as recommended. I will be sending through the link to all families sometime this week.
- **Chaplain:** Chaplain appointed commencing in Week 4 Karen Blaq
- Infrastructure
 - Improving the verandah, stair case and part of the ECE.
 - Science laboratory project for this year in readiness for 2023.
 - Tripartite funding
 - School funds
 - Building fund
 - P&C contribution
- **Upcoming events:** Determined by latest COVID requirements

6 Office Bearer Reports

6.1 – **President** – report tabled (see attached)

6.2 – **Treasurer** – report tabled (see attached)

- Finance system changing to Quicken. **ACTION: Lea and Bernadette to assess changes required for Canteen.**

7 Motions on Notice

- Nil.

8 Tabled sub-committee/representative reports

8.1 – Canteen

- report tabled (see attached)

8.2 – Gardening and Sustainability

- report tabled (see attached)

8.3 – **Coordinator reports** – no reports

9 Other Business

9.1 – Covid vaccination requirements

- WACSSO guidelines for Covid vaccinations for P&C employees and volunteers was shared.

9.2 – Vacating roles – P&C Executive

- Dan, Suzanne and Lea intended to vacate their roles as President, Vice President and Treasurer. Promote in school newsletter and P&C social media.

9.3 – Student Social Event - Disco

- Deferred for now, due to Covid management

9.4 – Parent Social Event

- Deferred for now, due to Covid management

9.5 – Your Move community programme

- ***ACTION: Damien to investigate.***

9.6 - Air Filters/Purifiers

- Paul Biemmi reported that air filters were in accordance with the findings of a ventilation survey/audit.

Next meeting – Annual General Meeting and General Meeting. 7.00pm Monday 14 March, 2022

Meeting closed - 8.10pm

TREASURERS REPORT FORM

DATE:	14 February 2022 – 2021 EOY Final
PREPARED BY:	Leanne Frisina

POINTS OF INTEREST	
<ul style="list-style-type: none"> Allocated Funds \$26,000 (See Spreadsheet for breakdown) / Unallocated Funds \$33,000 	
<ul style="list-style-type: none"> Gardening Committee Balance \$4,560.26 (Raised \$515.50 / Spent \$26.46) 	
<ul style="list-style-type: none"> Term Deposits – Merged so now only one Term Deposit of \$15k, Interest will rollover into General Account. 	
<ul style="list-style-type: none"> KPC Balance \$5,124.75 (Raised \$2,825.60, KPC Resources Purchased \$2,703.59) 	
<ul style="list-style-type: none"> Uniforms Sales Total \$1,163.13 - Encourage parents to continue buy remaining stock as 100% of proceeds goes to P&C as there are no longer any expenses. Secondhand Uniforms will still be available with all funds going into the General P&C Funds 	
<ul style="list-style-type: none"> Canteen Broken Even for the 2021 Year Income \$33,945 – Expenses \$33,933 **This is an improvement on previous years where it has made a loss. 	
<ul style="list-style-type: none"> Fundraising for 2021 after expenses \$33,367.29 Inc Uniforms, Donations, P&C Membership, Fete, Movie Night, Socks, Cake Stall 	
<ul style="list-style-type: none"> P&C Paid to School for Class Resources & Equipment \$12,765.73 	
ITEMS FOR AGENDA / Comments	
<ul style="list-style-type: none"> Urgently Seeking new Treasurer for 2022 **Start Anytime! 	

CANTEEN SUB-COMMITTEE REPORT – BPS P&C

SUB-COMMITTEE:	Canteen
DATE:	14 th February 2022
PREPARED BY:	Bernadette O’Connell

POINTS OF INTEREST	
1.	New staff member recruitment finalised – relief/casual, Pene completed a day of training last week with Sue on Friday and has started writing up procedures etc. Amanda and I also started to clean out and organize the pantry. Pene has some ideas about how to streamline things and some equipment suggestions.
2.	Problems with electricity – reported to the school and waiting for follow up, lost large amount of stock over the summer holidays but unfortunately insurance does not cover this. Sue has reported ongoing issues with electricity in the canteen and on Friday the air con unit was not working properly.
3.	Grant money has been received, currently looking at freezer options in consultation with Sue
4.	Canteen volunteer roster delayed – waiting for class reps to be nominated and confirmed, however have next two weeks covered
5.	With Fridays getting busier, Sue making most items in house and a price increase in Term 4, we are now breaking even and hope this trend continues to allow us to make a profit this year.
FINANCIAL (reconciliation or figures must be reported to the P&C Treasurer prior to P&C meeting)	
• MONEY SPENT	
• FUNDS REQUIRED	

ITEMS FOR AGENDA

- FOR DISCUSSION

Packed with Goodness Lunch Box session – now being offered online and hard copy resources will be sent to the school for collection. Also ability to promote an ongoing monthly online session for parents and available resources.

Crunch and Sip – our school is currently not registered. Is this something we want to do? This means 75% of classrooms have to commit to Crunch and Sip each day and the Cancer Council provide us with relevant resources.

Canteen roller doors – continued discussion and request from last year. P&C are wanting to paint a mural around the canteen windows but need doors to be replaced first. Also an OHS issue for canteen staff.

- FOR APPROVAL

For next meeting – purchase of snap lock frames for canteen.

GARDENING & SUSTAINABILITY SUB-COMMITTEE REPORT FORM

SUB-COMMITTEE:	Gardening & Sustainability (incl Hillside Harvest and Baysie EcoHub)
DATE:	14.02.22
PREPARED BY:	Eleanor Reuvers

POINTS OF INTEREST	
1.	Oval Redevelopment Grant Application: the school is organising an Oval Use Agreement with the CoB. The netball post was installed incorrectly, but has since had the bottom post re-installed, with the top post/ring to be installed at a later date.
2.	Hillside Harvest has mostly survived the heat. Thanks to those who helped water over the holidays and the parents and kids who helped tidy up the garden before school started. Garden beds will be made available to classes should they wish to use them during school. At this stage the year 3 classes have expressed an interest in growing some herbs and vegetables. The Hillside Harvest crew continues to meet on Wednesday afternoon to care for the garden. All are welcome We are now in Bunuru, the season of adolescence and the hottest time of the year. It is also the time when you will see lots of white flowers through Perth's bushland areas.
3.	Bayswater PS has four blue 240L wheelie bins from Scouts WA, currently located between Rooms 15 and 16 (the new demountable), near Hill Street. We welcome donations of all eligible containers to help raise money for our school. For those who may have businesses using the scheme, refunds can be donated to the school, Scheme ID is: C10277186. - I believe the bins are still being organised for this year – watch this space.
4.	We will look into applying for a waste sorted grant – up to \$5500. There is also an opportunity to apply for funding to plant trees as part of the Queen's Jubilee Celebrations which we will look into. Applications close in early March: https://business.gov.au/grants-and-programs/planting-trees-for-the-queens-jubilee
5.	Thanks to Liz and Alex for an excellent handover, Kylie and I have big shoes to fill
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• MONEY SPENT	
• FUNDS REQUIRED	
ITEMS FOR AGENDA	
• FOR DISCUSSION	
• FOR APPROVAL	