



**MINUTES - General Meeting  
Monday 26 July 2021  
Bayswater Primary School, Library**

**1 Meeting opened – 7pm**

**2 Attendance and apologies**

- **Attendees:** Damien Bosustow, Alex Ellis, Leanne Frisina, Alison Gullick, Suzanne Harmer, Leanne Mitsopoulos, Bernadette O’Connell, Belinda Rickert, Dan Saunders, Craig Skinner, Rebekah Spencer (Communications and Community Relations Advisor, Metronet), Jay Cidhil (Construction Manager, Evolve Bayswater Alliance).
- **Apologies:** Rod Arnold, Amanda Chitty, Marlen Fahuas, Wendy Field, Amy Hollingsworth, Liz McQueen, Michelle Rivers, Eleanor Reuvers, Karen Scoble, Kylie Seal-Pollard, Marianne Symons, Susie Wass.

**3 Acceptance of previous meeting minutes**

- Monday 31 May 2021 (General Meeting) - *Moved Suzanne Harmer, Seconded Dan Saunders*
- Monday 28 June 2021 (Extraordinary Meeting) - *Moved Suzanne Harmer, Seconded Dan Saunders*

**4 Metronet - Whatley Crescent closure**

- Representatives from Metronet and the Evolve Bayswater Alliance attended to present on the closure of Whatley Crescent.
- City of Bayswater has conditionally approved the closure of Whatley Crescent from October to December 2021 for relocation of a sewer main. Proposed traffic detour is not yet ready for release (once available, it will be sent to Craig Skinner). Traffic controls and signage are being planned. P&C recommended consideration be given to traffic wardens on Murray St, before and after school, during the closure period.
- City of Bayswater has approved the closure of the King William Street Underpass for two periods of 16 days each in November and December 2021 to install new bridge beams. Investigations are being undertaken to target a reduction in closure durations. Consideration is being given to scheduling one of the closures in January 2022, during the school holidays.
- The Leake St Underpass upgrade is scheduled for the Term3/4 school holidays.

**5 Business arising from previous minutes**

- **ACTION:** Damien to put the Metronet discussion on the agenda for the 26 July meeting, and advertise the upcoming consultation opportunity in the school newsletter to encourage parents to attend. **Complete.**
- **ACTION:** Dan to discuss promotion of P&C Day with P&C Executive. **Complete.**
- **ACTION:** Lea to advise Karen that new uniform stock is to be sold alongside second-hand stock, for the same price. NOTE – the price of stock will also need to be adjusted or stock removed from QuickCliq. **Complete.**
- **ACTION:** Liz to complete the application for the Community Spirit Program. Promotion of the program will then be conducted by Damien as the new P&C Secretary. **Complete.**

## 6

### Principal's report

- **P&C Day 2021:** Craig Skinner acknowledged the work of the P&C in supporting the school by providing resources and manpower that enhance the education the school is able to give the children. The newsletter listed some of the support that has been provided over the past two years. Some of the big items were: canteen, school fete, uniforms, busy bees, school oval development, Hillside Harvest, solar panels, enclosing the undercover area, audio-visual equipment for the undercover area, staging, music and art resources, reading resources, classroom furniture, interactive whiteboards and early childhood resources.
- **Enrolments:** Term 3 has started positively with the number of new and returning students. Current school population is 424. Kindy enrolments for 2022 continue to come in; on track to have 60 kindy students again next year.
- **NAIDOC Day:** NAIDOC Day was celebrated on Friday 23 July. The theme for this year's NAIDOC celebration was *Heal Country, Heal our Nation*. The day commenced with a whole school wanjoo/welcome assembly, followed by group rotations with activities based on the themes: Water, Animals, Plants and Country/Seasons. At lunchtime students from John Forrest Senior High School joined for activities and didgeridoo demonstrations. Students came dressed in the colours of the Aboriginal or Torres Straight Islands flags and \$346 was raised for the Indigenous Literacy Foundation.
- **School Oval Refurbishment:** Over the holiday break, department contractors began restoring the turf on the school oval, including aeration, fertiliser and wetting agent. 160 square meters of turf has been installed. There is still another 130 square meters of turf to be installed and top dressing of the whole oval, which is planned to occur later in the year when the weather begins to warm up.
- **National Tree Planting Day:** On Friday 30 July the school will be participating in the National Tree Planting Day. All students will be involved with the Kinclly to Year 2 students planting within and around the school and the Year 3-6 students working with the City of Bayswater to plant at the Eric Singleton Bird Sanctuary.
- **Covid Preparedness:** Term 2 ended on a disappointing note with the state in lockdown and the school's planned events unable to go ahead. The school will maintain effective hygiene and cleaning practice. Apart from special assemblies the school will continue to have separate assemblies for the junior and senior school and will also keep the separate eating areas. Teachers are ready to switch quickly to online learning should the need arise.
- **Student Wellbeing:** Student social and emotional wellbeing is an important focus at the school. Students in Years 4-6 are surveyed to get baseline information about student wellbeing. This data has enabled several strategies to be implemented to support student wellbeing. A whole school wellbeing program, Highway Heroes, is run across the school. A Chaplain (1 day/week) and School Psych (2 days/week) are employed to support student wellbeing and learning. The Chaplain meets students one-on-one and in groups and runs a targeted lunch program with parental consent. The school psych attends case conferences with families and provides guidance and support for emotional wellbeing as well as specific learning support. She also runs parent workshops and student lunchtime activities. Ms. De Prazer and Mr. Doney will be running targeted single-sex programs later in Term 3 and Term 4 to support senior students. A targeted program is running after school to support a small number of students focused on managing thoughts and feelings and building resilience offered by Masters and Co Psychology.
- **Upcoming Events:** Coming up this term we are looking forward to Wakakirri, the WAGSM Concert, Yirra Yaakin Incursion, Faction and Interschool Athletics Carnival.

## 7

### Office Bearer Reports

#### 7.1 President – report tabled

- **P&C Day WA:** Letter received via WACSSO from Lisa Rodgers, Director General of the Department of Education, recognising the efforts of P&Cs across Western Australia.
- **WACSSO Annual Conference:** The WACSSO Annual Conference is scheduled for 21-22 August 2021. President and Vice President are both registered to attend.

## 7.2 Treasurer – report tabled

- **Review of financial statements for 2020:** In progress. No update.
- **Unallocated funds:** It was noted that the P&C needs to be careful in making new commitments (unallocated funds amount to \$6,500).

## 8 Motions on Notice

### Motion 8.1 - Year 6 Yearbook Subsidy

- **MOTION:** *The P&C approve funding of \$765 to subsidise the cost of the Year 6 Yearbook (based on 51 copies of the Yearbook at a \$15 subsidy). If additional students graduate, the P&C approve additional funding of \$15 per additional student. Moved Alex Ellis. Seconded Dan Saunders. All in favour.*
- Note: It was agreed that this would be the final year that the P&C would subsidise the Year 6 Yearbook. Future Year 6 classes to be advised that Year 6 fundraising is to contribute towards all Year 6 events (camp, yearbook, graduation events, etc.).

### Motion 8.2 - Yirra Yaakin Incursion

- **MOTION:** *The P&C approve funding of \$2,000 to subsidise the cost of the 'Bilya Kaatijin' incursion, by the Yirra Yaakin Theatre Company, on Monday 9 August 2021. The total cost of the incursion is \$4,568.40, based on 423 students at \$12 per student, with a 10% discount for Waterwise schools. Moved Craig Skinner (for Margaret Wilson). Seconded Dan Saunders. All in favour.*
- Note: The Muffin Morning money from 2019, that was transferred to the school, is to be used to fund the P&C contribution to the incursion.

### Motion 8.3 - Sock Fundraising Boxes

- **MOTION:** *The P&C approve funding to order/purchase 30 'sock fundraising boxes' -- at \$45 per box (\$1,350) -- from 'Jolly Soles' for a Father's Day 2021 fundraiser. Moved Suzanne Harmer. Seconded Leanne Frisina. All in favour.*
- **ACTION:** *Suzanne to place order for 30 'sock fundraising boxes'.*

## 9 Tabled sub-committee/representative reports

### 9.1 - Canteen – no report

### 9.2 - Gardening and Sustainability - report tabled

- **Oval Redevelopment Grant Application:** The school is organising an Oval Use Agreement with the City of Bayswater. The netball goal post has arrived was due to be installed along with the oval court resurfacing during the holidays, however this was postponed to this last weekend due to the rainy weather. The old court bitumen has been removed, and the swings and limestone/log edging has been completed.
- **KPC Area Makeover:** A mini KPC Area makeover has been completed, preparing the KPC area for planting native plants complete with raised garden beds, with funds from P&C. They are planning on securing logs and mulching, then ready to go for National Tree Day. Acknowledgement to Miho Tanabe-Armstrong and co.
- **National Tree Day:** Preparation are advanced for National Tree Day on Friday 30 July.
- **KPC Area Garden:** Pine bollards on the Leake/Hill St verge have been relocated to edge the KPC area garden. Acknowledgement to Ellis family.
- **Imaginature:** Acknowledgement to parents that helped weed the garden beds.
- **Hillside Harvest:** Going well, we are heading into Djilba (season of conception). We have reinvigorated school composting and continue to promote FOGO and the Recycle Right app (produced by EMRC/SMRC).

- **Containers for Change:** 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.
- **Bush Tucker QR Codes:** QR code signs have been created for our Bush Tucker plants, and were used in last week's NAIDOC week event. They are permanently placed in the garden now.
- **Kit Prendergast, Bee Scientist:** Kit Prendergast came to chat to the Years 3-6 on 28 June, arranged by Bonnie James and as part of the Buzzed about Bee Science grant. It was a great success, and inspired many students to become citizen scientists.
- **FOGO Bins:** The cleaning staff are now placing paper towel in the four green FOGO bins at the school. FOGO stickers to go on these bins and emptied weekly for free by the City of Bayswater.
- **Whole School Busy Bee:** A whole school busy bee is being planned for Sunday 17 October.
- **MOTION: *That the Whole School Busy Bee planned for Sunday 17 October be approved for coverage by P&C insurances. Moved Alex Ellis. Seconded Suzanne Harmer. All in favour.***
- **Fete Plant Stall:** Preparations are underway for a committee plant stall at this year's Fete. We are asking everyone to please pot up seedling/cuttings/succulents, and start to collect any ceramic/terracotta pots and garden ornaments (to sell as second-hand items).

### 9.3 - Coordinator reports – no reports

## 10 Other Business

### 10.1 - Fete 2021 - Rod Arnold, via email

- Three months to go, and on track at this point.
- Only two classes left to lock into their stall allocation.
- Food licences and donation letters to be completed over the next week.
- External event planning meeting done, and looks like it could be a great revenue builder.
- Need to confirm with school and Mr. Shaw regarding AV access and staging.
- Looking to shift the timelines from 10am-5pm to 12pm-5pm; the reason being that it gives stall holders more time to setup and also gives people more time to organise their costumes and their homes for trick or treating, later that evening.
- Rod Arnold queried what storage may be available at the school, for the second-hand toy and book stalls, but for other stalls which require delivers on the week of the event. Suzanne Harmer advised that storage space is limited in the P&C container.

### 10.2 - Student and Parent Social Events

- The opportunity to hold student and parent social events in Term 4 was discussed, without resolution.
- **ACTION: Student and parent social events to be discussed at next General Meeting.**

### 10.3 – Year 5 Fundraiser Insurance Coverage

- **MOTION: *That the Year 5 (Class of 2022) sausage sizzle fundraiser at Bayswater Farmers Market be approved for coverage by P&C insurances. Moved Alison Gullick. Seconded Dan Saunders. All in favour.***

### 10.4 – Canteen Casual

- It was recommended that a canteen casual be engaged to provide coverage for leave and illness.
- **ACTION: Damien to locate canteen casual position description on P&C SharePoint and send to Bernadette.**

#### 10.5 – Faction Carnival

- **MOTION:** *That the Faction Carnival cake stall on Friday 3 September be approved for coverage by P&C insurances. Moved Dan Saunders. Seconded Suzanne Harmer. All in favour.*
- **ACTION:** Special canteen menu and coffee van for Faction Carnival to be considered at next General Meeting.

Next meeting – General Meeting. 7.00pm Monday 18 October, 2021

Meeting closed - 8.30pm