

GOOLLELAL PRIMARY SCHOOL P&C ASSOCIATION

Meeting and AGM Minutes

Tuesday 19 February 2019

ATTENDEES: Louise Voss, Erin Crowley, Karen Haseldine, Deanne Gray, Em Yeatman, Rita Koning, Pia Bonifant, Eleanore de Beer, Gail Allen, Leanne Holt, Rita Tuohey, Lynne Anderson, Kerry Hartmann, Sean Busby, Jade Burrows, Sharon Pengelly, Tiesha McGill

APOLOGIES: John Logan, Julia Easton, Jane O'Donovan

1. MEETING OPENING & WELCOME

The President opened the meeting at 6.35pm and welcomed all Committee members (new and old).

2. RECORD OF ATTENDANCE

All attendees signed up for membership for 2019.

3. CONFIRMATION OF PREVIOUS MEETING'S MINUTES

Meeting minutes dated 17 October 2018 were tabled.

Motion: That the minutes presented be accepted as a true and accurate record of that meeting. Motion was carried.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Dads Event Update

Sean Busby gave the committee an update on the dad's campout event set for Saturday 16 March 2019. He confirmed total numbers are currently sitting at 20, with a hope that this will increase. Bakers Delight are donating the bread, a butcher in Osborne Park is supplying meat, and Sean has secured \$100 from Coles for the rest of the supplies. A budget of \$500 was approved last year for this event.

The school BBQs are being used for a BBQ dinner and breakfast, but need their gas bottles checked first. Trevor Hinchcliffe has organised some activities for the event, and the coffee van has been confirmed for the Sunday morning. The committee agreed that only small tents are allowed, and no caravans. A letter drop will be done to the surrounding houses before the event. The toilets in the new building, as well as the public toilets near the office, will be left open on the night. The sprinklers on the oval will be turned off, and a spray of the grass will be done for ants before the event.

Advertising will continue, with a push after this week's movie night on the school app and Facebook. The cut-off for tickets for this event was agreed as Friday 8 March 2019. Sean confirmed that lolly bags and soft drink cans would be on sale at the event, but that he would wait until after the movie night to purchase anything in case there are leftovers to be used.

Leanne Holt suggested that if kids didn't want to sleep over that they could only come for the afternoon, and have a special price. Sean will speak to the event team about this. The committee also asked if Mr Rintoul and Mr Knight would be invited to come.

Sean left the meeting after his update.

Actions: Sean Busby to check the gas bottles on the school BBQs, and speak to event team about special price for kids who don't want to sleep over. He will also follow up with Em Yeatman after the movie night to see what is left over that can be sold at the campout event. Sean will also invite Mr Rintoul and Mr Knight to attend the event.

4.2 Donation Plaques

As the previous supplier of the plaques has fallen through, Deann Gray has gone with another supplier on the recommendation of Sean Busby, who will have them ready for collection next week.

4.3 Sustainability Fundraising Alternatives

Deanne Gray updated the committee on the various sustainability alternatives she has looked at - namely Onya Life, My Green Lunchbox and Litter Free Living. The general consensus from Deanne and the committee was that they were all very expensive, and that it would make more sense and would be more financially viable for the P&C to give the current label fundraiser with That's Mine Labels a go, as it only just started at the end of 2018.

4.4 Label Fundraiser

The fundraiser was set up with That's Mine Labels at the end of last year by Karen Haseldine. So far, there have been \$155.25 in total sales, with \$42.69 coming back to the school. This will continue to tick away during the year, with regular advertising on the P&C Facebook page. Karen confirmed she is happy to coordinate this moving forward.

4.5 Playground Upgrade

Lynne Anderson updated the committee on her work on this since the last meeting. The P&C donated \$10k to the school for the playground upgrade last year. Three suppliers have been approached to quote the school on the job, with lots of variation in the costs. Some ideas included a bike track, natural bridge with tunnel, and a dry creek bed leading into beach sand.

Erin Crowley expressed concern that these ideas didn't cater for the older kids at the school. The ideas for the older kids were considered too risky and expensive, with lots of site works required. The idea of resurfacing the netball courts, and adding in basketball rings was discussed but is also expensive.

Lynne Anderson confirmed that she is on a committee to discuss the playground upgrades, and she invited anyone else to join her. Erin Crowley and Leanne Holt agreed to be on the committee as well. Lynne explained that there is a list of CVA suggested suppliers the school must use if the quote is over \$20k. If the quote is under this amount, the suppliers need to be reputable.

5. UPCOMING EVENTS CALENDAR

Em Yeatman confirmed the events coming up this term included:

Event	Date	Coordinator
Chillin Tuesdays	Tuesdays (Term 1)	Claire Nicholas
Outdoor Movie Night	22 February 2019	Em Yeatman
Dads Campout	16-17 March 2019	Sean Busby
Easter Raffle	10 April 2019	Rita Koning

6. REPORTS

6.1 President's Report

The President, Louise Voss, confirmed with Lynne Anderson and Kerry Hartmann that a defibrillator is currently kept on the school grounds in the office, and is available in the event of an emergency. Kerry also confirmed that several teachers and all EA's have had first aid training suitable for a Primary School setting, which included operating an AED. Two other staff members have been booked into first aid training.

6.2 Treasurer's Report

The treasurer, Erin Crowley, presented her report to the committee, showing a profit of \$20k profit was made last year. She commented that the P&C levies paid to the school in 2018 were low, but that she had already seen some coming for this year which was positive.

Looking at the profits made from the individual P&C events in 2018, she commented that this year we could run something big, like a quiz night, to raise more funds. This will be discussed in more detail in the Fundraising Report.

The current bank balance is \$15k, with \$10k being owed to the school. Louise Voss asked what our financial goal would be for 2019, and Erin confirmed we would look at a target of \$30k. This would mean more money to put into the playground upgrade, and into the usual expenses like reading eggs and computer leases.

6.3 Canteen Report

The canteen coordinator, Eleanore de Beer, presented her report to the committee. Oven cleans were scheduled for 25 February 2019 - next year, this will be done before school recommences. The canteen will run with 3 full day volunteers this year, which is fantastic. Kristy will take over the shopping from Eleanore, as she has gone back to work fulltime. The roster has been done for Term 1, but they will ask for more volunteers in Term 2. Eleanore confirmed that any volunteers for the canteen must contact her directly.

6.4 Fundraising Report

Em Yeatman, the fundraising coordinator, presented her report to the committee. Louise Voss mentioned that once the class reps were appointed for each class, they were to form part of the fundraising committee, led by Em, and would get involved with events. A notice will go out to all parents asking for interest.

That's Mine Label Fundraiser

See point 4.4 above.

Entertainment Book Fundraiser

Jane O'Donovan has agreed to coordinate this fundraiser again. It is very easy to organise and is always popular with parents. Last year, we raised \$462.

Chillin Tuesdays

Claire Nicholas has agreed to coordinate this again this term and in Term 4. This is very popular with the kids in the hotter weather.

Uniform Pop Up

Rita Koning has agreed to coordinate this again this year. One pop up will be held each term after school in the canteen. The next one is this Wednesday 20 February 2019. Donations are always needed, and can be given directly to Rita, or to the front office.

Outdoor Movie Night

Em Yeatman is coordinating this event, which is this Friday 22 February 2019 from 5:30pm on the school oval. Em thanked her team of volunteers for their help, as well as Karen Haseldine for securing a \$200 donation from James Kennedy (Ray White). A bouncy castle has been organised for the kids prior to the movie screening. All orders for sausage sizzle and ice cream pre-orders closed last week, and raffle tickets will be on sale outside the library this week.

Dads Campout

See point 4.1 above.

Easter Raffle

Rita Koning agreed to coordinate the raffle. This is a very easy fundraiser with no outlay from the P&C that always does well. The committee confirmed the date as Wednesday 10 April 2019. Rita will start advertising and calling for donations in March 2019.

Mother's Day Stall

Eleanore de Beer agreed to coordinate this again. The date was confirmed by the committee as Wednesday 8 May 2019. Gifts can be brought home by students in their library bags to save on gift bags, as per last year. The committee approved a budget of \$750 for the stall, so Eleanore can start ordering now and get the early bird discount.

Father's Day Stall

Eleanore de Beer agreed to coordinate this again. The date will be confirmed at the next meeting. A budget of \$750 was approved by the committee for the stall, so Eleanore can start the ordering now.

Disco

A coordinator for this event has yet to be confirmed. The date will be discussed at the next meeting, as well as a possible venue change to Penistone Clubrooms in Greenwood.

Sports Carnival

This is a school event which runs in Term 3. The P&C usually organises a coffee van for the spectators. This will be confirmed at a later meeting once the date is confirmed.

Quiz Night

The committee agreed this would make a great large fundraiser for the year. A possible venue mentioned was Craigie Leisure Centre, where we would not have to pay room hire given it is a City of Joondalup facility. We could also supply and sell our own alcohol and run silent auctions, both great fundraisers. Pia Bonifant offered her husband, Dave Jenkins, as the quizmaster! This event would be discussed further at the next meeting.

Parents Movie Night

Karen Haseldine has agreed to coordinate this again. It is very easy to organise and has been popular with mums in previous years. A date and venue are to be discussed at the next meeting.

6.5 Principal's Report

The principal, Lynne Anderson, presented her report to the committee. She confirmed that the school had started the year well with some new enrolments.

The school's bushfire procedure and plan have been reviewed for the year, particularly with regards to the two schools in the Perth south metro area who were evacuated due to bushfires recently. Drills will be run this year throughout the school as well. The procedure in case of bushfire was discussed with the committee to ensure understanding.

A survey has been conducted on the children's crossing on Moolanda Boulevard, to confirm the need for a crossing attendant.

With the donation of \$2k from the P&C, the school has purchased a Promethean Interactive Panel which is currently being used in the Art room by Kelly Egan. The school has also entered into a 3-year lease agreement for 4 other interactive panels. For each panel leased or purchased, \$50 is donated to Cystic Fibrosis WA. The P&C has been sent certificates of thanks for the \$250 our purchases and leases have raised.

The school would like the P&C for the donation of \$2.2k for the chicken coop. These funds were used to purchase the fencing and gates. Thank you to Erin Crowley for organising the Bankwest grant. Two new fox-proof chicken coop surrounds have been purchased - one for the old hens, and one for the new chicks that are coming later this term. The chicken coop area will be also mulched.

The school's new website is almost ready to go live. It will be a fairly blank canvas that the school will continue to add content and photos to. There is also a designated area for the P&C information.

7. SCHOOL BOARD UPDATE

There were no members of the school board present at the meeting, so no update was provided.

8. APPOINTMENTS

The President declared all of the positions on the Executive Committee were vacant, and a call was made for nominations. The following was decided:

- President: Erin Crowley
- Vice President: Leanne Holt
- Secretary: Deanne Gray
- Treasurer: Karen Haseldine
- Executive Members: Louise Voss, Rita Koning, Pia Bonifant
- Fundraising Coordinator: Em Yeatman
- Canteen Coordinator: Eleanore de Beer

Outgoing President Louise Voss was thanked for her service to the P&C over the last few years. She agreed to remain on the executive committee and be a signatory on the bank account. All other outgoing members of the committee were thanked for their time.

All other appointments (school board representative, class representatives, honorary auditor, district council representative, and delegates to the annual WACSSO conference) to be held over to the next meeting.

9. GENERAL BUSINESS

Leanne Holt mentioned the possible need for programs for parents and educators on children's mental health, specifically anxiety, resilience and sensory processing. She asked whether this would be something the P&C could provide for the school. Kerry Hartmann outlined the programs in place that she currently oversees at the school, and provides to children on a case by case basis. Some examples included the Brave Program, the Resilience and Anti-Bullying program, and Protective Behaviours.

Eleanore de Beer mentioned a WACSSO open day that was coming up for P&Cs to send canteen reps, and registered her interest in attending. The committee agreed this was a good idea.

10. NEXT MEETING

The next meeting date was confirmed as Tuesday 21 May 2019, in week 3 of term 2.

11. CLOSE

The meeting and AGM were closed at 8.30pm and attendees were thanked for their attendance.