

# GOOLLELAL PRIMARY SCHOOL P&C ASSOCIATION

## Meeting Minutes

**Tuesday 18 October 2022**

**ATTENDEES:** Paul Fuller, Karen Haseldine, Tiesha McGill, Deanne Gray, Caitlin Merritt, Abi Jones, Tina Whinnen, Sarah Burns, Linda Lim Scriven, Laura Holloway, Amy Button, Megan Finkelde, Lorryne Grullis, Candice Patterson

**APOLOGIES:** Katey O'Donovan, Oksana Edery, Louise Voss, Julia Easton, Erin Crowley, Nicola Biggs, Ashlea Sharpe, Rita Tuohey, Vanessa Furlong, Sally Howell,

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### 1. MEETING OPENING & WELCOME

The President opened the meeting at 6.30pm and welcomed all Committee members.

### 2. RECORD OF ATTENDANCE

Taken.

### 3. CONFIRMATION OF PREVIOUS MEETING'S MINUTES

Meeting minutes dated 26<sup>th</sup> July 2022 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 NATURE PLAYGROUND

Caitlyn and Paul presented the plans and design concepts for Stages 1-3 of the Nature Playground.

Stage one to commence in Term 4 and expected to be completed very quickly.

Opportunities will be available for the community to have input into Stages 2-3 in 2023 & 2024.

School contributed funds above the P&C contribution and the more funds raised each year the more options for the next stages.

Cubby house and sand pit to remain with a refresh.

Safety assessed to meet education department requirements including termite treated etc.

Big Thank you to Caitlin for working so closely with the school and the selected vendor Nature Based Play to make this a reality for our school.

**ACTION:** Tina to provide revenue figures to Caitlin who will create a visual representation.

#### 4.2 CBA ACCOUNT UPDATE

Treasurer updated P&C that CBA Accounts are now closed. P&C now only using Bank west account.

**ACTION:** Approved signatures for the accounts to be update in 2023 after AGM

## 5. REPORTS

### ***5.1 President's Report***

The President, Karen Haseldine submitted the Presidents Report (please see attached).

Karen notified the P&C of the resignations of herself as President, Roxy as Canteen Manager and Deanne as Secretary. These committee members will not be re-electing for the roles at the 2023 AGM. Karen and Deanne will both remain on the P&C in other capacities and Roxy will be leaving as her daughter moves to highschool.

Karen thanked De & Roxy for support, Tina Whinnen will re nominate for Treasurer role.

Paul thanked Karen and team for their work and highlighted the strong position of the P&C with large membership numbers and committed fundraising goal.

**Action:** All P&C Committee roles to be advertised in the Oct – Feb period to allow people enough time to nominate for the roles. De to get role descriptions for each.

### ***5.2 Treasurer's Report***

The Treasurer, Tina Whinnen submitted the Treasurer's & Income Reports (please see attached).

Summarised the profits made at events and income made. Highlighted some payments being received into QKR without a clear description of what for.

Highlighted P&C account details aren't easily located

**Action:** De to put the P&C account details on the P&C FB page.

### ***5.3 Canteen Report***

No Canteen Report.

P&C very open to the option of a job shared Canteen Manager in 2023.

Discussed kids in canteen and agreed that as it falls under WACSSO insurance the canteen should remain child free.

Children can be in the canteen on Chillin Tuesday as it's a very short period with no equipment operated.

**Action:** Reach out for a Term 4 2023 Chillin Tuesday coordinator. Deanne Gray to put out a call for volunteers for canteen and a new Canteen manager for 2023 to be allocated. Roxy to provide a job description for advertising the role.

### ***5.4 Principal's Report***

The Principal Paul Fuller submitted the Principals Report (please see attached).

Highlighted Loud Shirt Day on Friday 28<sup>th</sup> Oct, donations will support children with hearing loss.

Fri 28<sup>th</sup> is also World Teachers Day – please feel free to let your know your class teachers how appreciated they are.

Summarised the Strive Reading program in years 3-6 and Oxford Maths roll out in 2023.

Care for Kids has been reselected during a review as the OSH provider for 2023-2024. Very pleased that Brianne and her team will continue to be a part of our community. They will use the old Therapy Focus rooms and will have on site vacation care.

Thanked Care for Kids for the offer to sponsor up to six P&C events per year of between \$100-\$200 each event!

Thanked the 2022 P&C Committee and departing members.

## **6. SCHOOL BOARD UPDATE**

Caitlin and Candice provided a summary of the Survey responses with three focus areas; Physical school environment, Student voices being heard and consistency of communications.

Renovations being made to the Kindy room, New flags and flag area renovation.

Connect replacement being reviewed for 2023. Text Messages to remain with QKR payments.

## **7. UPCOMING EVENTS CALENDAR**

### **7.1 UNIFORM POP UPS**

Thank you to Rita Koning for running in Term 3.

**Action:** Term 4 back online Abi and Tiesh to coordinate.

### **7.2 BUSY BEE**

Agreed not required in Term 4 due to Nature playground being installed

**Action:** Paul Fuller to update committee on 2023 event.

### **7.3 DISCO**

Thanks to Linda who is coordinating, Linda ran through the safety checklist and ticketing info.

**Action:** Linda has created the volunteer's app checkin – to be issued to class reps and on FB.

### **7.4 EDU DANCE RAFFLE**

Donations to be handed into reception and stored in Canteen until closer to the date. Thank you to Kerry Bosenberg from Mane Hairdesign for her generous donation and to Chris from Care for Kids.

### **7.5 QUIZ NIGHT**

Big Thank you to Laura who is coordinating for Term 1 2023, P&C Committee approved the Budget of \$750 for this event. Thank you to those who are joining her team to coordinate, Megan, Linda & Abi.

**Action:** Laura to book Kingsley Football Club on a Sat night in March 2023.

## **8. GENERAL BUSINESS**

### **8.1 P&C ADVERTISING**

**Action:** Kindy Orientation 15<sup>th</sup> Nov, Megan will attend and explain the P&C and upcoming events to the new parents.

Karen to update the parent community at the Edu Dance night.  
Class Reps asked to speak to parents at Term 1 info evening,  
De to put together role descriptions and start the advertising campaign.

## **9. NEXT MEETING**

The next meeting date was confirmed for 21<sup>st</sup> February 2023.

## **10. CLOSE**

The meeting was closed at 8.40pm and attendees were thanked for their participation.