BASSENDEAN PRIMARY SCHOOL P&C ASSOCIATION INC.

AGENDA
Tuesday, 20 October 2015

Start Time: 6.00pm

1. Attendance

2. Apologies

3. Visitors

4. Call for amendments to Draft and Confidential Minutes September 2015
   - Add Jane Dundas to Apologies
   - Amend Joint P&C Meeting item to include ‘collaboration with other P&C’s to seek grant funding’.

5. Acceptance of Draft and Confidential Minutes September 2015 - with amendments

6. Business Arising
   6.1 Honey Drive (RH)
   6.2 Canteen Floor (JV)
   6.3 Uniform Suppliers - Outsourcing Option (NK)
   6.4 Children’s Crossing (JV)
   6.5 P&C Taxation Status (JBN)
   6.6 P&C Training (RH)
   6.7 School Disco (RH)
   6.8 Lapathon (TV)

7. Correspondence
   7.1 IN
      - P&C Voice – Term 3 (WACSSO)
      - Bank Statement (Commonwealth Bank)
      - Donation Letter (Bunnings)
   7.2 OUT
      - None
8. Reports

8.1 President
8.2 Principal
8.3 Treasurer
8.4 Grants Co-ordinator
8.5 Canteen Co-ordinator
8.6 Uniform Shop Co-ordinator
8.7 School Banking Co-ordinator
8.8 School Council Representative
8.9 Book Club Co-ordinator
8.10 Gardening Club

9. General Business

9.1 Joint Fundraiser (JW)
9.2 Fathering Project (SZ)

10. Other Business

11. Next Meeting – to be held 6:00pm 17 November, 2015.

Meeting Closed
8.1 President’s Report

Welcome back everyone,

Hope you all had an awesome holiday (and well-deserved break!)

I was delighted to see how much progress has been made with the undercover area...and once again wanted to thank all the parents who contributed time and money to help make this possible.

Other recent good news is that the P&C have been awarded a $1500 community grant by Bayswater Community Financial Services. This funding will go toward purchasing additional literacy resources for classrooms. Thank you to Jane Dundas for devoting her time and expertise to submit this grant application. We have been invited to the awards presentation on Monday 9 November 2015, 7.30pm at the First Floor, Ascot Racecourse, 71 Grandstand Road, ASCOT. Anyone interested in attending, please let us know.

Proposed Crosswalk Update

Thanks to everyone who volunteered to count cars for the crosswalk submission. Hopefully we now will have a strong case for the installation of the crosswalk on West Road.

P&C Training

P&C Training to be hosted at Bassendean Primary on the 19th of November, bookings need to be made online at https://v1.bookwhen.com/fzrsf

Spooky Disco

The Spooky Disco is coming up next weekend on Saturday 24th October to be held at the Bassendean Community Hall (which we need to pay refundable $350 bond, as well as $240 to hire....hopefully we can apply to have this reimbursed by Town of Bassendean as their "contribution"). Letters to parents went out this week, so please ensure you purchase your tickets and return payment to the front office. This year we have booked an extra room to be for parents to relax and chat, while their kids enjoy the disco. Jay has kindly offered to DJ again.

Lapathon

The Lapathon is planned for Friday, 6 November. Update on prizes from Thea. When will the information and pledge sheets be sent home? We are still looking for helpers on the day, so if you can spare some time please let Thea know.

Honey Drive

The labels have been printed and our Boutique Bassendean Primary honey looks delicious. Jars will be available to purchase for $8 at the Spooky Disco (supplies are limited so best be quick!) We will also be giving a jar of honey to each of the label winners.
BASSENGEAN PRIMARY SCHOOL P&C ASSOCIATION INC.

Edudance Concert - Tuesday 15th December

Ideas for food/ drinks for the night? Cost of stage to be confirmed

Year 6 Graduation

In usual tradition, the P&C will be giving a small gift (possibly engraved keyring) to each of the year 6 graduating students. Quote is around $350. Other ideas welcome.
8.2 Principal’s Report

Staff Changes

We have had some changes to staffing for this term. Ms Caeiro who has been working in Room 2 and 9 on Fridays for term 2 and 3, will now be working full time in Room 1. Mr Bonjolo will be working in Room 2 and 9 on Fridays. Both Ms Caeiro and Mr Bonjolo are well known to our students and we are excited they have joined our staff for Term 4. Mrs Webb is taking long service leave for the first 7 weeks of this term, she will return for the final weeks of the school year.

Children’s Crossing Application

Thank you to Reija for coordinating the parents to conduct the pedestrian and vehicle count and to those individual parents for their support in undertaking this task. Once the count is complete, the paperwork will be submitted by the school to the Town of Bassendean and then to the Children’s Crossings and Road Safety Committee who review the application and undertake an audit of the pedestrian and vehicle count.

Undercover Area

It was very exciting to see the amount of work which had been achieved to enclose the undercover area during the holidays. We are waiting on the egress doors to be installed and some minor work to finish the project.

Lap-a-thon

Pam and I have met with Thea regarding plans for the Lap-a-thon. Both Thea and Jane have been canvassing for prizes, and Tammy is designing the Lap-a-thon course and sponsorship forms.

The target is to raise $7000 from this joint P and C and school event. So if every child received sponsorship of $20 we would reach this goal.

There will be a range of prizes including; major prizes for the highest fundraisers, lucky draw prizes for participation and a class prize for the best dressed class.

Information will be sent home to families next week.

Playgroup

The Bassendean Play group which runs in the Library on Monday mornings has recently received a Telstra grant. Well done Lisa for your successful application. The playgroup will use this funding to purchase a storage shed. It has been wonderful to have such a proactive playgroup in the school.

Kind regards

Jacqueline Varris

20 October 2015
8.3 Treasurer's Report

Financial Position

To the best of my knowledge, as at 9th October 2015, a summary of the current financial position is as follows:

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<tr>
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<th>$</th>
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<tbody>
<tr>
<td>Cash Book balance as at 9th October 2015</td>
<td>$19,585.24</td>
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<tr>
<td><strong>Distribution of funds:</strong></td>
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<td>Pledges not yet paid:</td>
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<tr>
<td>BPS undercover area – due end of the year</td>
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<td>Creditors not yet paid:</td>
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<td>Westoz</td>
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<tr>
<td>Perm-a-Pleat (exact amount to be confirmed)</td>
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<td><strong>Operating Surplus:</strong></td>
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<td>Uniform Shop</td>
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<tr>
<td>Canteen</td>
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<tr>
<td>General</td>
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<td></td>
<td>$6,000.00</td>
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<tr>
<td><strong>Funds available to pledge</strong></td>
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<td>Balance of Reserve Funds:</td>
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<td>Arts Festival (1st Quarter 2016)</td>
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<tr>
<td>Infrastructure</td>
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<td><strong>Total</strong></td>
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8.4 Grants Report

Bendigo Bank Grant

The P&C have won a $1500 community grant from Bendigo Bank for classroom literacy resources (guided reading book series). The P&C have been invited to the award night and cocktail party afterward, where we are invited to meet Bendigo Bank’s executives. This provides us an opportunity not just to say thanks but also to sustain a “community giving” relationship with the bank far beyond the grant cycle. I would encourage members to attend. Can everyone please RSVP to Kim by (or at) the next meeting. The email invitation is below:

Dear Kim,

I am happy to advise that Bassendean Primary School P&C Association were successful in their application for a community grant of $1,500 as part of our 2015 grants program.

We would like to invite you to our awards presentation on Monday 9 November 2015, 7.30pm at the First Floor, Ascot Racecourse, 71 Grandstand Road, ASCOT. This presentation will be held after our annual general meeting which will be held at 6.30pm which you are welcome to attend if you wish.

As mentioned in the grants application, the $1,500 will be issued in the form of a Bendigo Bank Account voucher and will be awarded at the presentation.

During this event, there will be a photographer present and the images taken may be used by us in future marketing campaigns for Bayswater & Noranda Community Bank® branches. This is an important way for us to advise our community about the valuable services that you offer and our support of this.

We will also provide a promotional cheque and signage to be installed in a prominent position at your premises.

Once you have installed the signage and have taken pictures of your event or project, please forward these to us by no later than 31 March 2016. These images will need to be in high resolution JPEG format. Should we not receive these images, this could make you ineligible for support from future grant programs.

Attached is an “Authority to Use Images” consent form which should be returned prior to or at the presentation night.

We would also like to invite you and your representatives to a cocktail party held directly after the grants presentation. This will be a great way for you to mingle with our directors, shareholders and other community groups to share your organisation’s community story.

Please RSVP by no later than Wednesday 21.10.15 with the name(s) of the representatives and photo consent form and whether you will be staying for the cocktail party. Please note that we will require at least one representative from your organisation at the presentation but have no limitations on how many you would like to bring along, so long as you RSVP so there is enough seating and sufficient catering for all attendees.
Once again, congratulations on your successful application for a $1,500 community grant and we look forward to seeing you and/or a representative from your organisation on 9 November 2015.

Thank you.

Kind regards,
Leh Miin Tan | Administration Manager
Bayswater Community Financial Services Limited | 14 King William Street | Bayswater WA 6053

Hawaiian Food Circus

I was contacted by Seng Foong from Hawaiian Group wondering if the P&C or the school (or any other local community organisation that anyone knows of who could benefit) would be interested in being part of the Hawaiian Food Circus 22-23 Jan 2016? From what was explained to me it appears to be much like carnival events (wackamole; splashdunk etc.) that are pre-hired by Hawaiian, can be hosted/run by community organisations who then make a profit from it. We are welcome to have our own selling stalls (craft/kids’ activities etc.) as well or instead. I realise it’s in the summer holidays, but it does seem a good idea for a money maker outside of just the school parent community...and it sounds like it could be fun!

What does everyone else think?

City of Swan Community Business Relationship Scheme

I have looked into the City of Swan Community Business Relationship scheme, and I may have been a bit hasty in promoting the idea for the P&C. From what I have seen so far it seems a generous advertising bonus for businesses, but there are a lot of additional costs and contractual obligations and responsibilities for community organisations involved. I’m just not at all sure that the benefits will even break-even with the contractual costs. By all means, we can still discuss this at the meeting, but I’m not really sold on the idea now that I’ve looked in to it.

Whole Kids from Small Seeds

I have applied for a grant with “Whole Kids from Small Seeds” for funding for the school readiness program with Paediatric OT, Natalie Martin. This funding would allow us to hold 2 or 3 presentations for parents.

I am acutely aware that other P&Cs were interested in their schools joining in also...so hopefully we get funding for at least one or two of these workshops.

I have been recently reassured by Town of Bassendean Rec & Culture Manager, Mr Salvatore Siciliano, that we would be able to have free facility hire for this purpose, also.
Perth Airport Grant

I have held off on submitting this until I have a clear picture on what we want to put it toward (capital works or infrastructure is ineligible). Nature play area? Garden out front of admin building? What do people want to spend $5000 on at the school?

Hawaiian Group Funding

Marketing reps from Hawaiian Group have notified me that we should get submissions in Oct-Nov 2015 for grant funding in 2016. They will be prioritising projects early on. I have been trying to interest them in investing at least a couple of thousand into the school community next year. Does anyone have any specific projects they would like me to approach Hawaiian with for funding?

Lapathon Prizes

Lapathon prizes: Hawaiian have donated 2 x basketball skills clinics with Perth Wildcats (each for 30x students); The Lucky Charm has donated a box of stationery items. Many thanks to our sponsors!

Science Week Grants

The science week grants are due at the end of Oct. I have some ideas to put forward; however, if anyone else would like to contribute to school science ideas then please let me know.

8.5 Canteen Report

- No report received.

8.6 Uniform Shop Report

- No report received.

8.7 School Banking Report

- No report received.
8.8 School Council Representative’s Report

Overview of School Council Meeting – Mon, 21 Sept 2015

- Anglicare now unable to fund chaplain for all schools.
- Code of Conduct for Council Members reviewed and discussed.
- Central Office is dealing with all matters of the new Administration Building and Car Park upgrade and any concerns from the local Community.
- Overview of upgrade of Admin building and car park given. The pad is down; there were some hold up because of wet weather in Term 3. Car park should be ready for the Start of Term 4.
- Review of the Crossing Attendants process and what is involved. Next step is for the P&C members to organised counting traffic at the beginning and end of the day.
- Out of School care now provided by Camp Australia.
- Undercover area to be enclosed with roller doors over the school holidays. Cost has been revised to $28,700. BPS is funding $20,000 for this project and the P&C putting forward the remainder.
- Further discussions about new Choir uniform, SZ getting another quote from another supplier before final decisions made.

8.9 Book Club Report

Nothing to report for Book Club other than the next issue will be available next week.

Cheers

Janet Criddle

8.10 Gardening Club Report

- No report received.