DRAFT AND CONFIDENTIAL MINUTES BASSENDEAN PRIMARY SCHOOL P&C ASSOCIATION INC.

Meeting held at Bassendean Primary School Library
Tuesday, 22 September, 2015
GM

Start Time: 6.05pm

1. Attendance

Jacqueline Varris (JV) [Principal], Reija Hurry (RH) [Vice President], Amanda Ricciardi (AR) [Treasurer], James West (JW) [Secretary], Thea Verrall (TV), Shane Nelson (SN), Jaye Crawford-Moore (JCM), Michelle Grady (MG), Anne Phillips (AP), James Warr (JWa), Emma Slavin (ES), Carina McMillen (CM)

2. Apologies

- Kim Veale, Cardi Bates, Tammy McEwan, Tamsin Woodward, Marnie Giles, Margo Ferguson-Hunt, Pam Hahnel, Kylie Barr, Janet Criddle, Simone Zammit, Jane Dundas

3. Visitors

- None

4. Call for amendments to Draft and Confidential Minutes August 2015

- Add Marnie Giles to Apologies
- Change date of Masters Sausage Sizzle to 29th August
- Change date of Art Exhibition to 18th September

5. Acceptance of Draft and Confidential Minutes August 2015

- The minutes of the meeting of Bassendean Primary School P&C Association held on 25th August 2015 are taken as a true and accurate record. Carried.

6. Business Arising

- Honey Drive - RH confirmed that more honey was coming. Labels for jars still to be printed – Neil Gibson has been contacted to assist with this task.
- Canteen Floor – JV advised that assessor from Spotless was due out on 23rd September to price work on floor, update to be given at next meeting.
- Joint P&C Meeting – JW, JD, RN and NK attended the meeting on behalf of the P&C. Each P&C outlined their activities with regard to events and fundraising, followed by a Q&A session. Participants were encouraged to stay behind afterwards for one-on-one discussions. JW described the meeting as a worthwhile exercise, and stated that there are a number of hard working P&C groups in the area who have great ideas. JD advised that there were expressions of interest shown for potential collaboration with other P&Cs (e.g. Ashfield) in seeking grant funding for school readiness workshop/s with Paediatric OT, Natalie Martin. These joint meetings will be held every couple of months. Item Closed.
• P&C Email Address – JW advised that the new P&C email address is bassendeanpandc@gmail.com. This address is to be added to the web site and school newsletter, and be monitored by the Secretary. All P&C related correspondence will come from this email address from now on. Item Closed.
• Uniform Suppliers – Clothing order has been placed with Permapleat. NK not in attendance - no update on alternate suppliers, or outsourcing option.
• Children’s Crossing – The traffic audit is still to be conducted. JV advised that the audit must cover a period one hour before school, and one hour after school, and will involve the counting of pedestrians and vehicles. The scope of the audit will include both West Road and Whitfield Street. It was agreed that the study would be carried out on Fri 16th October. Volunteers were called for at the meeting, notifications to go out through the usual channels.
• Taxation Status – JBN was not in attendance, no update.
• P&C Training – RH advised that P&C training has been booked for Thu 19th November, to be held between 6:30 and 9:00pm in the school library. Registrations will be via an online form, RH to send out the link when it becomes active. Places are limited so get in quick!
• School Disco – Committee to be organised by RH. Event to be held one week before Halloween – Sat 24th October in the community hall. Ideas being sought to enhance the senior school experience. Consideration given to having senior school representatives on the committee. RH to attend meeting with student leaders to brainstorm ideas.

7. Correspondence

7.1 IN
• Banking Rewards (Commonwealth Bank)
• Father’s Day Donation (Bunnings)
• Joint P&C Meeting (Dave Kelly MLA)
• WACSSO Conference Photographs (MSP Photography)
• Parenting Workshops (Personal Analysis)

7.2 OUT
• None

8. Reports in Agenda

8.1 President
• No report received.

8.2 Principal
• Report accepted.
• JV thanked the P&C and helpers for their efforts during the running of the sports carnival.
• The School Choir is considering investing in choir uniforms for 2016.
• Delegates from East Java visited the school to investigate the integration of students with disabilities and special needs into the mainstream program. Feedback from the
delegation and Education Services was very complimentary of the school’s work in these areas.

- JV advised that the price for the undercover area has been reduced by a considerable amount through negotiation with the builder. The builder has agreed to complete the work for $28,700, of which $8,700 is to be funded by the P&C. Work on the undercover area will commence during the October school holidays.
- The Art Exhibition was a great success, and work has been chosen to be displayed in the Town Council exhibition. Money raised from the event will be used to fund local artists to come into the school and work with the students.

8.3 Treasurer

- Report accepted.
- Motion tabled to draft cheque to MFH for the purchase of supplies for the sausage sizzle. Carried.

8.4 Grants Coordinator

- No report received.

8.5 Canteen Coordinator

- No report received.
- SN advised that food sales were going well; daily revenue has doubled to $60 per day.

8.6 Uniform Shop Coordinator

- No report received.

8.7 School Banking Coordinator

- No report received.

8.8 School Council Representative

- No report received.

8.9 Scholastic Book Club Coordinator

- Report accepted.
- Next catalogue will be issued in Term 4.

8.10 Gardening Club Report

- No report received.
- ES advised that the first stage of the garden near the demountable has been completed. The next stage will involve planting, and filling the insect hotel. It is hoped that students can be involved in this portion of the work. The final stage will be the installation of the art pieces i.e. stepping stones, sun catchers, and wind chimes.
9. General Business

- **Lapathon** – The Lapathon will be held on Fri 6th November. The event will be broken into three (3) sections by age group, TM to design the respective courses. Incentive prizes to be sought for top fundraisers as well as spot prizes. TV asked for volunteers to assist with prize gathering. TV tabled a motion asking the P&C to fund icy poles for the students when they finish the event. **Carried.**
- **P&C Membership** – JW reiterated the intent of membership as per the Constitution, and explained the process with regards to membership forms and fees. Membership is an annual subscription that must be accompanied by a completed form regardless of prior membership. All membership enquiries are to be directed to the Secretary.

10. Other Business

- None.

11. Next Meeting

- Next meeting to be held 6.00pm Tuesday, 20th October 2015 in the school library.

Meeting closed: 7:10pm