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

Meeting held at Bassendean Primary School Library
Tuesday, 20 October, 2015
GM

Start Time: 6.10pm

1. Attendance
   Jacqueline Varris (JV) [Principal], Kim Veale (KV) [President], Reija Hurry (RH) [Vice President], Amanda Ricciardi (AR) [Treasurer], James West (JW) [Secretary], Thea Verrall (TV), Shane Nelson (SN), Jaye Crawford-Moore (JCM), Anne Phillips (AP), Tamsin Woodward (TW), Ngaire Kasdorf (NK), Marnie Giles (MG), Tammy McEwan (TM), Simone Zammit (SZ), Kylie Turner (KT)

2. Apologies
   - Cardi Bates, Emma Slavin, Janet Criddle

3. Visitors
   - None

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
   - The minutes of the meeting of Bassendean Primary School P&C Association held on 22nd September 2015 are taken as a true and accurate record. Carried.

6. Business Arising
   - Honey Drive - Neil Gibson has created and printed the labels for the jars. Honey to be sold at the Spooky Disco. Two jars to be given to the winning label designers.
   - Canteen Floor – JV stated that someone had come out to inspect the floor, looks like it will be an expensive exercise to replace.
   - Uniform Suppliers – NK advised that she was unable to find a uniform supplier who would give a commission to the P&C making the outsourcing option not viable at this point in time. Discussion was had regarding reversal of the school uniform colour scheme with blue replacing yellow as the base colour. JV and SZ pointed out that any change to the school uniform would require agreement through the School Council. It was agreed that parents should be consulted – a survey will be sent out in Term 1 2016. Item Closed.
Children’s Crossing – The traffic audit of West Road and Whitfield Street was completed on Fri 16th October. The morning/afternoon vehicle average was 394 for West Road, and 75 for Whitfield Street (see full results at end of Minutes). The numbers suggest that the criterion is met on West Road, but not Whitfield Street. Submission to be formally made to the Town of Bassendean.

Taxation Status – JBN was not in attendance, no update.

P&C Training – RH reiterated 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 – the link was sent out via email on 12th October. Places are limited so get in quick! Item Closed.

School Disco – RH advised that the meeting with the senior students was conducted on 19th October, resulting in a lot of good ideas. Ticket sales were ~$660 (80 students) so far, but expecting more sales as the event drew closer. MG will be managing the decorations, and a compere will conduct games and give out prizes. A craft table and parents room will be set up. JCM advised that a large number of parents had offered to help. KV tabled a motion to spend $700 to cover costs. Carried.

Lapathon – TV advised that a number of prizes had been donated for the top fundraisers including a bike, science show, and dinner voucher. Each class will have a dress up theme, with the best dressed class to win a basketball clinic with the Perth Wildcats. TM to design the courses for each age group. Event has been mentioned in the school newsletter, note to parents to be released within the next week.

7. Correspondence

7.1 IN

- P&C Voice – Term 3 (WACSSO)
- Bank Statement (Commonwealth Bank)
- Donation Letter (Bunnings)

7.2 OUT

- None

8. Reports in Agenda

8.1 President

- Report accepted.
- It was agreed that the P&C would pay for the Edudance stage. Sausage sizzle to be available for the children. Pulled pork and coleslaw, and vegetarian option for the adults on a pre-ordered basis. Ice creams to be sold at the end.
- KV waiting on final quote for Year 6 graduation key rings. Cost would be ~$350 which would be paid for by the P&C.
- KV advised that the Joint P&C Xmas function would be at the Bassendean Hotel on 1st December (7pm). Further information to be sent out closer to the date.
8.2 Principal

- Report accepted.
- JV advised that the remainder of the work to complete the undercover area would be conducted on 22nd/23rd October. It was agreed that the canteen would be closed on the Thursday – note to be sent out to advise parents.
- KT asked JV about whether the school had adapted its evacuation plan to account for the new fence and the construction site. AP asked a follow up question regarding the last time a practise drill had been undertaken. JV advised the evacuation plan was up to date taking into account current construction. AP suggested another practice was necessary due to construction changing conditions.

8.3 Treasurer

- Report accepted.
- Nothing further to report outside of the balance sheet.

8.4 Grants Coordinator

- Report accepted.
- The P&C has been awarded a $1,500 grant from Bendigo Bank for literacy resources. P&C members have been invited to an awards night on 9th November.
- The P&C has been invited to take part in the Hawaiian Food Circus (22nd/23rd Jan 2016) by running a stall.
- Funding has been sought for the school readiness program with Paediatric OT Natalie Martin. Other P&C’s are interested in this program; hope to fund more than one workshop.
- Science Week grants are due at the end of October. JV to talk to Science Coordinator to garner ideas.

8.5 Canteen Coordinator

- No report received.
- There is still a lack of volunteer help to run the canteen. An article will be added to the school newsletter requesting more helpers.

8.6 Uniform Shop Coordinator

- No report received.

8.7 School Banking Coordinator

- No report received.

8.8 School Council Representative

- Report accepted.
- State funding for chaplain exists, but no chaplains are available at this time.
- School based support worker to be continued by the school. The commitment of 1 day per week is sustainable at this time.
8.9 Scholastic Book Club Coordinator

- Report accepted.
- Next issue will be available in week starting 19th October.

8.10 Gardening Club Report

- No report received.
- MG advised that the insect hotel had been established. Jarrah poles to be installed on the weekend – asking for helpers. TW to add a notice to the Facebook page. Plants to be added between 29th Oct and 3rd Nov with class help – each student to plant one plant each. Letter to be sent to parents asking for help during the planting period. Project is being funded by a $1,000 grant from Coles.

9. General Business

- Joint Fundraiser – JW suggested that a joint fundraiser be held with the Ashfield P&C. Idea was well received – item to be placed back on agenda early next year.
- Fathering Project – SZ stated that a presentation was given to the School Council some time ago. A few Dads had attempted to set up a group, but had made little progress – were wondering if the P&C could help. A seminar with Prof Bruce Robinson is being held at Eden Hill Primary School on 28th October (7pm). TW to add notice on Facebook page. Support for such a scheme is high; however, lack of available spare time is the primary challenge.

10. Other Business

- Statement in Parliament – NK stated that the Minister for Education had made a statement in Parliament indicating that the P&C supported the reduction in oval space as part of the administration building development. NK asked for confirmation that this was not the case as her recollection was that no motion had been tabled in support of the development. JW agreed that this account was correct, and is supported by the minutes for the July meeting. For the purpose of the minutes for this meeting (20th October 2015), it is confirmed that no motion was tabled for or against the reduction in oval space as part of the administration building development. The P&C agreed to remain neutral in the matter.

11. Next Meeting

- Next meeting to be held 6.00pm Tuesday, 17th November 2015 in the school library.

Meeting closed: 8:00pm