BASSENEAN PRIMARY SCHOOL P&C ASSOCIATION INC.

AGENDA
Tuesday, 23 February 2016

Start Time: 6.00pm

1. Attendance

2. Apologies – Simone Zammit, Emma Slavin

3. Visitors – Kerry Logan (Nature Play)

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

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

6. Business Arising
   6.1 Children’s Crossing - Update (JV)
   6.2 Banking Co-ordinator (KV)
   6.3 Entertainment Books (KV/MFH)
   6.4 Annual General Meeting (JW)

7. Correspondence
   7.1 IN
      • Advertising Material (Felix’s DJ Service)
      • CF Smart Program (Cystic Fibrosis WA)
      • Fundraising Brochure (Tulips with a Difference)
      • Fundraising Brochure (Smart Gift Ideas)
   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 Fundraising Activity with Ashfield (JW)
   9.2 Fathering Project (JW)
10. Other Business

11. Next Meeting – TBA

Meeting Closed
8.1 President’s Report

Welcome back everyone, hope your 2016 is off to a sensational start!

We had a great time at the Hawaiian Food Circus last weekend selling fairy floss on behalf of the Bassendean Primary P&C. It was very popular with kids and adults alike.....and over two days we raised a total of $836! Thanks to all those who volunteered their time to help with this event.

Positions on the P&C

Lot of changes are happening in the next month, so we need to start working on a succession plan.

These are the roles that will need to be filled at the AGM on the 22nd March:

- President
- Vice President
- Treasurer
- School Council Rep

Roles that have already had people put their hand up for:

- Secretary - James
- Scholastic Book Club - Sky
- School Banking - Julieanne
- Uniform Shop Co-ordinator - Kim

Jaye has kindly put her hand up to run the canteen for the first part of the year, but may want to hand over this role at some point.

Can we discuss some ideas for engaging more of our parents with the P&C for 2016?

Fundraising for Term 1

- Mother’s Day Cake stall on Friday 6th May - need volunteer to co-ordinate this (I can advertise for helpers on Facebook)
- Easter Raffle on Thursday March 24th - do we run this event this year? If so who would like to co-ordinate?
- Early Childhood Development Talk by Natalie Martin – two sessions, originally scheduled for 24th and 25th February; however, have been postponed until early in Term 2. Letters have gone out to all early childhood families. Gold coin donation for entry, and tea/hot chocolate and cakes for sale by P&C (we need to cover cost of venue hire - Natalie is donating her time for free). Thanks to Jane Dundas (bless her heart) who is organising this event.
Money Smart School

A fantastic financial literacy program on offer (free!) The teachers at the school need to have Money Smart Teaching Workshop 1 delivered to them. A money smart presenter comes out to the school and deliver this training.

The workshop:

- Raises awareness of the importance of consumer and financial literacy for young people and the need to start this as early as possible in their lives
- Showcases ASIC’s Money Smart Teaching’s broad range of Australian Curriculum aligned ready to use classroom resources
- Shows how Money Smart Teaching helps teachers build capacity and confidence to teach consumer and financial literacy in the classroom and supports teacher personal learning.

The Principal needs to support the school in registering to become a Money Smart school. The school needs to give ASIC an implementation plan with regards to what the school is doing in relation to consumer and financial literacy education and then register online.

Facebook

We have lots of requests from non-parents who wish to join our page. Just want to clarify that Kim/ Reija and Cardi are currently administrators but only Cardi is in charge of who joins the group (if they’re registered in the system).

Cheers,

Kim
8.2 Principal's Report

Welcome to the 2016 school year. Students have settled well into the new school year. We have had limited teaching and Educational Assistance staff turnover for 2016 with the reappointment of several fixed term staff.

We welcome our substantive Deputy Principal Sue Bartley, Teachers- Jordan Hickert and Elaine Innes, School Chaplain Karen Blaq, School Psychologist Cheryl Chapman and School Based Support Work Ria Ryan to Bassendean PS. Mrs Thorpe is on leave and Tammy McEwan is relieving in this position.

School AiR Grant

The school was successful in its grant application and will participate in the Artist in Residence program in semester 2 2016. The students will work with Chris Nixon, Paula Hart and Roly Skender in creating an interactive installation that explores the concept of building a home and creating a sense of place, inspired by the past and present stories of BIC Oval and the colourful history of Hay’s Swamp. Students will create a visual narrative using illustrative, theatrical and digital media producing a painted mural and an animated projected element of the installation. There will be an opening event, date to be confirmed.

Administration Upgrade

The Administration building upgrade is due for practical completion early March. Further work will continue and we are scheduled to move into the building for Term 2.

Anticipated P and C Fundraising 2016

On behalf of staff I am seeking a schedule of fundraising events for the 2106 school year. This would assist us with our plans and hopefully ensure there are not numerous fundraising events scheduled close together. As a staff we need to be aware of the P and C fund raising ventures and what if any commitment you would like from staff. It is important that the fundraising events should not impact on our core business of teaching and learning.

Humanities and Social Sciences

This year staff in the Swan Valley Network are implementing the HASS Geography curriculum. Staff across the Network will work together using the action learning cycle to assist with their understanding. Three staff members are facilitators for the Network assisting to lead this implementation phase.

Kerry Logan – Nature Play

Kerry Logan from Nature Play has been invited to speak with the P and C about ‘play’ and working with the school on a broad grounds plan, with play as the focus.
Swimming Carnival

The annual Swimming Carnival is booked for the last day of Term 1, Friday 8 April. Tammy McEwan will lead this event. We will need lots of parent helpers on the day, your continued support of this and other sporting events is much appreciated.

Kind regards,

Jacqueline Varris

23 February 2016
8.3 Treasurer's Report

Financial Position

To the best of my knowledge, as at 15th February 2016, a summary of the current financial position is as follows:

<table>
<thead>
<tr>
<th>Description</th>
<th>$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Book balance as at 15th February 2016</td>
<td>26,056.19</td>
</tr>
<tr>
<td><strong>Distribution of funds:</strong></td>
<td></td>
</tr>
<tr>
<td>Pledges not yet paid:</td>
<td></td>
</tr>
<tr>
<td>Edudance Stage Hire</td>
<td>1,318.18</td>
</tr>
<tr>
<td>Creditors not yet paid:</td>
<td></td>
</tr>
<tr>
<td>Westoz (tbc)</td>
<td>233.25</td>
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<tr>
<td>Permapleat (</td>
<td>733.92</td>
</tr>
<tr>
<td><strong>Operating Surplus:</strong></td>
<td></td>
</tr>
<tr>
<td>Uniform Shop</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Canteen</td>
<td>2,000.00</td>
</tr>
<tr>
<td>General</td>
<td>2,000.00</td>
</tr>
<tr>
<td><strong>Funds available to pledge</strong></td>
<td>6,000.00</td>
</tr>
<tr>
<td>Balance of Reserve Funds:</td>
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</tr>
<tr>
<td>Academic</td>
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</tr>
<tr>
<td>Arts Festival (1st Quarter 2016)</td>
<td>1,000.00</td>
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<tr>
<td>Infrastructure</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$16,770.84</td>
</tr>
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**Bendigo Bank Grant**

So that we can open an account at the Bendigo Bank and therefore access the $1,500 grant, we need to have documented in the minutes the following information:

- Date of Meeting
- Note who the signatories are to be. (Amanda, Kim? And/or James?)
- State which accounts the signatories are to operate on. (Term Deposit or Cash Management Account, I believe).
- State what type of access signatories are to have (internet banking only?).
- Minutes are to be signed by Committee members (minimum of two).
- How many signatures required to transact on the account (two?).
- Statement of address (The Treasurer, Bassendean P&C Association, Bassendean Primary, West Road, Bassendean, WA 6054).
- Statement frequency (quarterly?).
- Organisation’s main contact person and phone details (Amanda?).

Once the above information has been approved and documented by the P&C and signed by the Committee members, we will then take the account opening form to Bendigo Bank and hopefully open the account!

ASCA – Smith Rebate (Canteen)

For your information, we have been informed that ASCA will now pay any rebate to schools annually and if greater than $20.

8.4 Grants Report

- No report received.

8.5 Canteen Report

Hi All,

Not much to report except the canteen is now open Tuesday and Friday for recess. We have had a few people volunteer which has been great, and at the moment we have at least 3 people on each of those days for the rest of term, and hopefully into next term. The School Chaplin has also said she would come in and help when needed.

Thanks

Jaye

8.6 Uniform Shop Report

- No report received

8.7 School Banking Report

Firstly thank you to Tamsin who handled school banking previously. For the very short term, I am running the banking program until we can change the deposit day to suit our new co-ordinator Julieanne Ianolo!!!! Many thanks to Julieanne for taking on this role.

Janet Criddle
8.8 School Council Representative's Report

• No report received.

8.9 Book Club Report

Issue 1 is currently being processed and I would like to welcome Skye Lyons as our new co-ordinator for Scholastic Book Club!!!! Many thanks to all who have helped me out over the past years.

Cheers,

Janet Criddle

8.10 Gardening Club Report

• No report received.