Meeting held at Bassendean Primary School Library
Tuesday, 23 February, 2016
GM

Start Time: 6.05pm

1. Attendance
   Jacqueline Varris (JV) [Principal], Kim Veale (KV) [President], James West (JW) [Secretary],
   Amanda Ricciardi (AR) [Treasurer], Shane Nelson (SN), Jaye Crawford-Moore (JCM), Jacinta
   Baptiste-Nelmes (JBN), Margo Ferguson-Hunt (MFH), Jamie D’Emden (JDE), Boyd Lakay (BL),
   Sue Bartley (SB), Monique Herbst (MH), Janet Cridle (JC), Marnie Giles (MG), Carina
   McMillen (CM)

2. Apologies
   • Reija Hurry, Simone Zammit, Emma Slavin, Thea Verrall

3. Visitors
   • Kerry Logan (Nature Play)

4. Call for amendments to Draft and Confidential Minutes December 2015
   • None

5. Acceptance of Draft and Confidential Minutes December 2015
   • The minutes of the meeting of Bassendean Primary School P&C Association held on
     17th December 2015 are taken as a true and accurate record. Carried.

6. Business Arising
   • Nature Play - Kerry Logan is providing an overview of the play areas for the school.
     Kerry has visited the school and met with Jacqueline and Emma Slavin. She spoke
     with the P & C to discuss ‘play’ and to gain some input from them. Her scope of work
     includes: providing the school with an overview of the play areas, and a plan for one
     specific area. The school is progressing along with this support. Should the school
     choose to develop any of the plan, it will need to set aside future funds. Item Closed.
   • Children’s Crossing – JV advised that the Town of Bassendean had agreed to support
     the concept of the Children’s Crossing. The request will go to the Children’s Crossing
     Committee (WA Police) for assessment. Any road adjustments required to facilitate
     the crossing will have to be funded by the Town of Bassendean.
   • Banking Coordinator – KV stated that Julieanne Ianolo has taken on the role of
     Banking Coordinator. Banking has been changed to Thursday mornings. Item Closed.
   • Entertainment Books – MFH advised that the money owing ($541) has been received
     by the P&C. AR confirmed that the money had been deposited into the P&C bank
     account. Item Closed.
DRAFT AND CONFIDENTIAL MINUTES BASSENDEAN PRIMARY SCHOOL
P&C ASSOCIATION INC.

- Annual General Meeting – JW proposed that the AGM be held on Tue 22nd March. Motion tabled to hold the meeting on this date with start time of 6:30pm. Carried. Item Closed.

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 in Agenda

8.1 President

- Report accepted.
- KV stated that positions would be vacant at the AGM, namely President, Vice President, and School Council Representative. AR advised that she would re-nominate as Treasurer. JBN to consider the Vice President role, and MG to consider the School Council Representative role. All positions to be formally spilled and taken up at the AGM.
- AGM to be advertised around the school through posters and flyers.
- The Easter Raffle will occur the same week as the next P&C meeting. JBN, CM and MFH volunteered to coordinate the raffle. BL suggested selling chocolate boxes for the event (email sent by BL to P&C email on 25th Feb).
- KV mentioned the Mother’s Day stall – it was agreed that a subcommittee would be set up at the AGM to run this event.
- KV advised that the OT sessions with Natalie Martin had to be rescheduled – new dates to be advised when known.
- KV spoke about the Money Smart financial literacy program, and suggested it would be a good program to adopt at the school. JV agreed to ask the Math Committee to investigate further.
- There was discussion regarding the P&C’s Facebook page, and whether non-parents should be allowed to join the group. CM suggested that the P&C should draft a set of guidelines governing membership and use of the page, and consider establishing a Communications Team to promote the P&C.

8.2 Principal

- Report accepted.
- JBN queried JV on the school having a psychologist, School Based Support Officer, and a Chaplain. JV explained that the school has always had a psychologist. External funding for a School Based Support Officer had ceased; however, the school has continued to fund this position for 1 day per week. State funding became available for a Chaplain – Bassendean PS was allocated one on the second round.
MG asked JV about the Swan Valley Network and the HASS Geography curriculum. JV stated that the Swan Valley Network was a professional learning committee representing 13 local schools. The Humanities and Social Sciences (HASS) program is being rolled out over multiple years, and Geography is the area being deployed this year.

MFH queried why the junior school were doing swimming lessons in Term 2 instead of Term 1. JV advised that the schedule was determined by the Education Department based on availability of swim teachers and locations. On this occasion, Bassendean PS did not get its preferred schedule.

8.3 Treasurer

- Report accepted.
- AR advised that the P&C needs to open a Bendigo Bank account in order to access the $1,500 grant awarded last year.
- A motion was tabled stating that “on the meeting held on 23rd February 2016, it was agreed that a Bendigo Bank cash management account would be opened having Amanda Ricciardi (nee Thompson) (Treasurer) and James West (Secretary) as signatories with access to Internet banking. The address for the account would be Bassendean P&C Association, Bassendean Primary School, West Road, Bassendean, WA 6054, and the primary contact person would be Amanda Ricciardi (nee Thompson)”. Carried.
- The meeting minutes are to be signed by two committee members, and taken to the bank as part of the application.

8.4 Grants Coordinator

- No report received.

8.5 Canteen Coordinator

- Report accepted.

8.6 Uniform Shop Coordinator

- No report received.
- KV advised that more volunteers were required.

8.7 School Banking Coordinator

- Report accepted.

8.8 School Council Representative

- No report received.

8.9 Scholastic Book Club Coordinator

- Report accepted.
8.10 Gardening Club Report

- No report received.

9. General Business

- Joint Fundraising Activity with Ashfield – not discussed, carried over to the next meeting.
- Fathering Project – not discussed, carried over to the next meeting.

10. Other Business

- None

11. Next Meeting

- Next meeting to be held 6.30pm Tuesday, 22\textsuperscript{nd} March 2016 in the school library.

Meeting closed: 8:20pm