Meeting held at Bassendean Primary School Library  
Tuesday, 22 March, 2016  
AGM

Start Time: 6.40pm

1. Attendance

Jacqueline Varris (JV) [Principal], Kim Veale (KV) [President], James West (JW) [Secretary], Pam Hahnel [PH], Jacinta Baptiste-Nelmes (JBN), Shane Nelson (SN), Emma Slavin (ES), Jamie D’Emden (JD), Margo Ferguson-Hunt (MFH), Jaye Crawford-Moore (JCM), Carina McMillen (CM), Simone Zammit (SZ), Michelle Grady (MG), Jeanette Maddison (JM), Sarah Albertsen (SA), Kylie Turner (KT), Anne Phillips (AP), Carolyn Warr (CW), Dione Bilick (DB), Kylie Barr (KB)

2. Apologies

- Janet Criddle, Tammi McEwan, Thea Verral, Sue Bartley, Amanda Ricciardi, Reija Hurry

3. Visitors

- None

4. Elections

- School Principal (Jacqueline Varris) called for appointments of Office Bearers for the year 2016.
- Outgoing office bearers gave a description of their respective roles and responsibilities.

4.1 Elected Office Bearers 2016

- President – Position not filled, carried over to the next meeting
- Vice President – Position not filled, carried over to the next meeting
- Treasurer – Carolyn Warr
  Carried
- Secretary – James West
  Carried

4.2 Committees

- Canteen Coordinator – Jaye Crawford-Moore
  Carried
- Uniform Shop Coordinator – Kim Veale
  Carried
- School Banking Coordinator – Julianne Ianolo
  Carried
- Scholastic Book Club – Skye Lyons
  Carried
- Gardening Group – Jamie D’Emden/Emma Slavin
  Carried
4.3 Executive Committee Members

- President (to be filled)
- Vice-President (to be filled)
- Carolyn Warr
- James West
- Jacqueline Varris
- Emma Slavin
- Carina McMillan

4.4 School Council Representative

- Anne Phillips

5. Appointments

5.1 Appointment of Honorary Auditor

- Glen Nordsven

5.2 District Council Representative

- Kylie Turner

5.3 Additional Signatory

- Emma Slavin

AGM Closed at 7:00pm, converted to General Meeting

6. Call for amendments to Draft and Confidential Minutes February 2016

- Nil amendments tabled

7. Acceptance of Draft and Confidential Minutes February 2016

- The minutes of the meeting of Bassendean Primary School P&C Association held on 23rd February 2016 are taken as a true and accurate record. Carried.

8. Business Arising

- Easter Raffle – JBN advised that plenty of donations had been placed in the class tubs for the raffle prizes. Tickets books had been sent home with students – draw to occur on 24th March in the office.
- Mother's Day Stall – The Mother’s Day Stall will be coordinated by KT and JCM. Motion was tabled to allow a spend of up to $200 to support this event. Carried.
DRAFT AND CONFIDENTIAL MINUTES BASSENEAN PRIMARY SCHOOL
P&C ASSOCIATION INC.

• OT Sessions – KV advised that the Occupational Therapy session with Natalie Martin and Belinda DuBois has been scheduled for 11th May. The event is targeted at 4-7 year olds, and will be held in the Bassendean Town Hall. Registration will be via Eventbrite, and it will be advertised to other schools. Entry will be gold coin donation (to cover the hire of the hall), and the P&C will sell tea/coffee/cakes.

• Upcoming Meeting Dates – JW suggested limiting the number of P&C Meetings to two (2) per term. Discussion was had regarding the most appropriate weeks to hold the meetings. Motion was tabled by JW to hold P&C Meetings on the 3rd and 7th weeks of each term. Carried. The next P&C Meeting will be held on Tue 10th May. Item Closed.

9. Correspondence

9.1 IN
• SDERA News (SDERA)
• 2016 Affiliate Guide (WACSSO)
• Clothing Flyer (Drybodz)
• Catalogue (Felton Industries)
• Children’s Crossing Letter (WA Police)
• Fundraising Brochure (School Fun Run)
• P&C Voice – Term 1 (WACSSO)

9.2 OUT
• None

10. Reports in Agenda

10.1 President

• Report accepted.

10.2 Principal

• Report accepted.
• JV welcomed the new P&C members, and thanked the Office Bearers and Executive Committee for their efforts in 2015.
• JV advised that the new Skool Bag smart phone application had 140 people signed up already, and that feedback was positive.
• KB gave a presentation of the Air Grant project including bios on the artists (Chris Nixon, Paula Hart, and Roly Skender), and a timeline for the work. The finished product will be showcased in an event at the school in November. KB stated a wish to extend Paula Hart’s tenure by 1 week to allow further interaction with students. This extension would cost $3,000, and there was a request that the P&C consider donating this money.

10.3 Treasurer

• Report accepted.

10.4 Canteen Coordinator

• No report received.
10.5 Uniform Shop Coordinator

- No report received.
- KV advised that winter stock was low, and additional clothing was required. It was requested that the P&C allow expenditure up to $1,000 for new stock. Carried.

10.6 School Banking Coordinator

- No report received.

10.7 School Council Representative

- No report received.

10.8 Scholastic Book Club Coordinator

- No report received.

10.9 Gardening Club Report

- No report received.

11. General Business

- Joint Fundraiser – JW recounted a discussion last October regarding the possibility of conducting a joint fund raising event with Ashfield Primary P&C. An attempt to include Ashfield in the Hawaiian Food Circus was not successful; however, it was noted that an agreement in principle needed to be minuted. JW tabled a motion for the P&C to agree in principle to a joint fund raising event with Ashfield if a suitable event could be found. Carried, Item Closed.
- Fathering Project – JW presented an update on the Fathering Project set up by Eden Hill P&C. An email from the Eden Hill P&C President (Jeremy Warnock) described two events (ice skating and a BBQ), and the planning of a third, a movie night at the school. The group is organising a speaker from Beyond Blue to talk about male depression and anxiety. This event will be advertised to other schools. Once details for this event have been finalised, JW will circulate around the school.
- Gardening Project - The P&C Gardening group together with Admin and Nature Play Solutions will be hosting a workshop for parents and staff called “Growing our School – Greening, Gardens and Nature Play”. This is an opportunity for parents and staff to provide input to Nature Play Solutions as they prepare a general overview of school spaces and one detailed plan for a nature play area running along the north side of the oval. It will also be an opportunity to talk more widely about this topic, gather ideas, offers of skills or resources and agree on some priorities for this year.

12. Other Business

- Fundraising Sub-Committee – JV suggested that a sub-committee should be set up to handle fundraising activities. Fundraising is an important part of the P&C’s function, and a sub-committee dedicated to it would make it easier to plan events.
13. Next Meeting

- Next meeting to be held 6.30pm Tuesday, 10th May 2016 in the school library.

Meeting closed: 7:35pm