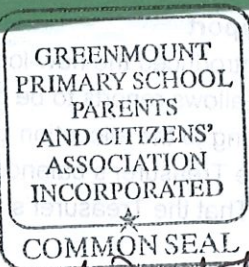


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Greenmount
Primary P&C



Eric C. R. Webb

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Confirmed Minutes General Meeting held on **20 August 2019 at 6:30 pm** in Staff Room

1. Meeting Opened: 6.30pm

In Attendance: Elaine Bellamy, Mesha Desmond, Karen Donnelly, Kate Donovan, Leanne Kleynhans, Denyse Kleynhans, Mick McDonnell (arr. 8.05pm, Item 6.8), Gabriella Nyakpo, Emma Rohrbach Spinks, Julie van der Ende, Lucy Webb, Sally Winter (chairperson)

Apologies: Kylie Byrne, Bianca Castle, Aimee Kennedy, Breanne Lucas, Helena Mills, Tracy Nebel, Nicolette Punaivaha, Shane Spinks, Amanda Swadling

Absent: Daniel Amato, Jessica Debarro, Rozana Edwards, Rebekah Henry, Lloyd King, Karen Knox, Charl Mathee, Sarah Muriale, Daniel Prentice, Emma Prentice, Scott Rogers

2. Confirmation of Minutes of Previous Meetings

Motioned: That the minutes of the General Meeting held 18 June 2019 are taken as read and as a true and accurate record. **CARRIED**

Motioned: That the minutes of the Executive Meeting held 15 Aug 2019 are taken as read and as a true and accurate record. **CARRIED**

3. Business Arising from Previous Meeting

3.1 Fundraising goals for year

Senior Playground - ProjectScape have not responded (they are in great demand). L Webb will seek other quotes but this project will now probably be carried over to 2020. **CLOSED**

Year 6 Camp; Graduation Function - see 6.1 President's Report.

3.2 Uniform Shop

Laptop - cannot be repaired. Alternative quotes were sourced but were higher than that already obtained from JB Hifi. G Nyakpo suggested to try Kogan (online).

Action: Investigate cost of laptop from Kogan or other supplier. (S Winter)

3.3 Insurance - Paul Donovan (licensed tester) has volunteered to carry out electrical testing of P&C equipment. **CLOSED**

3.4 P&C Video - no volunteers; shelve this idea for now. As seen at WACSSO Conference, an effective presentation can be created using photographs interspersed with graphics. Save any images from events to a 'Photos' folder on Drive. **CLOSED**

3.5 Facebook post to thank the bakers of allergy-friendly cupcakes for the Cupcake Day - done. **CLOSED**

3.6 Uniform Shop Report

Stocktake - Draft Terms of Reference 2020 updated to include regular closure of Uniform Shop on last Thursday of term. **CLOSED**

Uniform Shop Cupboards - quotes sought and received (see Uniform Shop Report). Cupboards would be considered school fixtures and covered under school insurance. **CLOSED**

3.7 Grants Report

Coles Junior Landcare School Garden; Waste Wise School - not suitable due to level of commitment required relative to potential return. **CLOSED**

4. Correspondence

Correspondence in and out as per the attached Correspondence Report.

Motioned: That the Correspondence Report be adopted.

CARRIED

5. Treasurer's Report

G Nyakpo introduced the new-look Treasurer's Report. Gabby has entered almost all P&C financial information in MYOB; this allows reports to be generated and removes the need to keep separate spreadsheets. Some 'carry over' figures relating to the allocation of funds to individual committees still have to be confirmed. The bank balance tallies with both the Treasurer's balance from MYOB and the President's separately maintained balance.

Motioned: That the Treasurer's report be adopted.

CARRIED

6. Other Reports (attached)

6.1 President's Report

Year 6 Camp; Graduation Function - As it has been decided not to extend the Graduation Function activities, discussion came down to a choice between contributing to the cost of Year 6 camp, or to the cost of a Year 6 end-of-year outing.

Resolution: That the P&C should contribute on a yearly basis to a school-organised Year 6 end-of-year outing such as dinner, or dinner and a movie. The contribution will vary according to the number of students in the year group, but will be in the region of \$15-\$20 per student.

Resolution: To make a contribution of \$1,000.00 towards a school-organised end of year outing for Year 6 in 2019.

Dance - Running a dance programme in 2019 was not included in the projected costs for excursions/incursions advised to parents at the beginning of the year. Cost would be around \$25 per student.

Resolution: To contribute \$10 per student to subsidise the cost of a Term 4 dance programme, total cost \$3,250.

P&C Day sausage sizzle

Resolution: To approve additional spend of \$90.91 for P&C Day WA free sausage sizzle.

WACSSO Conference / Good News Story - The P&C was lucky enough to win a prize of \$200 in the Good News Story draw at the WACSSO Conference.

Photos for school slideshow

Action: Add a 'photo permission' column to the volunteer register sheet for P&C events, and produce a poster to display at events, indicating that photos may be taken. (E Rohrbach Spinks)

P&C Newsletter - S Winter has received L Webb's approval for the P&C to produce a separate newsletter on a regular basis to promote our activities, and to raise awareness about how the money we raise supports the school and the school community.

Motioned: That the President's report be adopted.

CARRIED

6.2 Principal's Report

L Webb added that no Naplan results for Year 5 Writing will be available, due to the technical problems with the online test this year.

E Rohrbach Spinks mentioned that the Minister for Education & Training, the Hon Sue Ellery MLC, spoke at the recent WACSSO conference and confirmed that the rollout of online Naplan testing would be delayed until all technical problems had been resolved.

Motioned: That the Principal's report be adopted.

CARRIED

6.3 Uniform Shop Report

Volunteers - S Winter is available every second Wednesday morning.

Action: Facebook / Newsletter (P&C/school) item for volunteers to work in Uniform Shop on Wednesday mornings, perhaps on a roster basis. (K Donovan)

Cupboards

Due to the high cost of the quotes received, the meeting discussed seeking grants, financial donations from local businesses, or fundraising specifically for this project; also perhaps doing the project in stages.

G Nyakpo asked whether the school might be able to contribute to the cost, as the cupboards would be school property. L Webb agreed that this was a valid question.

Action: Ask at school finance meeting, if school can contribute to cost of new cupboards for Uniform Shop. (L Webb)

Motioned: That the Uniform Shop report be adopted.

CARRIED

6.4 Fundraising Report

Disco

L Webb suggested that the Kindy session be reduced to 1 hour. Brown Park is booked on Friday evenings so alternative venue required. Undercover area at school is a possibility if it can be enclosed; would need to ensure that only the specified year groups had access (i.e. no older siblings). Midland PCYC is another possibility. Short notice now so look at Term 4 dates, but might be too much to have both disco and movie night.

Action: Research costs of PCYC for disco venue; propose dates for disco and/or movie night in Term 4. (K Donovan)

Bendigo Bank Raffle - also sell tickets at school assembly, and at Uniform Shop.

Resolution: Approval for P&C to sell Bendigo Bank Raffle tickets at local shopping centres, dates tbc.

Motioned: That the Fundraising report be adopted.

CARRIED

6.5 Scholastic Book Club Report

Action: Item in P&C Newsletter to thank parents for supporting the Book Club and highlight the benefit to the school of being able to use rewards to purchase books and resources. (S Winter)

Motioned: That the Scholastic Book Club report be adopted.

CARRIED

6.6 Safety House Report

New time for Safety House Show clashes with lunch break. Junior Primary will be given early lunch break/sausage sizzle from 12.20-1pm, followed by show. Senior Primary will have lunch/sausage sizzle at normal time (12.40-1.20pm). Sausage sizzle location away from undercover area.

Resolution: Safety House Show to take place on Tuesday 10 September at 1pm.

E Bellamy suggested investigating Constable Care as an alternative show or activity in alternate years; this would be aimed more at Senior Primary. Safety House message would still be promoted and affiliation would be maintained.

Motioned: That the Safety House report be adopted.

CARRIED

6.7 Grants Report - N/A

6.8 Guardians of Greenmount Report

M McDonnell announced that the GoG have been donated the sausages for the Bunnings Sausage Sizzle.

Resolution: Guardians of Greenmount mountain bike ride to take place on Sat 31 August.

Resolution: Guardians of Greenmount school campout to take place on Sat 9 November from 12pm.

Resolution: Approval for \$250 to purchase a backpack first aid kit.

Motioned: That the Guardians of Greenmount report be adopted.

CARRIED

6.9 Vice President's Report - N/A

6.10 Community Engagement Report - N/A

7. **Membership**

One new member at this meeting - Mesha Desmond.

Mesha Desmond nominated for the vacant position of Vice President, seconded by Sally Winter.

Resolution: To approve Mesha Desmond as Vice President for the remainder of 2019.

CARRIED

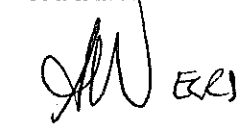
8. **General Business**

9. **Other Business**

9.1 General Meeting admin - E Rohrbach Spinks suggested keeping a 'Meeting Actions' register, which members could update once actions completed; this would help to reduce meeting agendas by removing much of the 'Business Arising' section.

Under the terms of the new Constitution, which the P&C will soon be adopting, agenda and reports will need to be circulated 7 days in advance of a meeting, so reports will fall due a week earlier.

Meeting Schedule calculator, and Meeting Actions register, have been saved to Drive.



10. **Date of Next Meeting**

General Meeting, Tuesday 10 September 2019 at 6.30pm in Staff Room.

11. **Meeting Closed at: 8.15pm**

