

**GOOSEBERRY HILL PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC**



**MINUTES OF P&C EXECUTIVE COMMITTEE MEETING WEDNESDAY
27TH APR 2016**

Meeting opened 1.39pm at GHPS Staff Room

In Attendance: Cathy Burbridge (Chairperson), Nicole Mottram, Shirley Muir, Helen Griffiths, Patrick Bourke, Fiona Elsegood, Dimitrije Radukanovic, Linda Radukanovic, Simone Gannaway, Michelle Johnston, Helen Botica, Sonya Bell

Apologies: Elissa Mansell, Anna Campbell, Nicole Airay

1. Banking for Funds Raised by Orchestra and Choir

1.1. The GHPS orchestra and choir, in collaboration with other local schools, are fundraising to take around 70 local students to Sydney next year to perform at the Opera House. P&C has a spare bank account currently containing \$47. It was moved that:

1.1.1. A subcommittee of the P&C be formed to manage the Sydney trip fundraising, coordinated by Michelle Johnston. The subcommittee will report to the P&C general meetings.

1.1.2. The spare bank account be assigned to the subcommittee, to be used for banking all funds raised, and as a holding account for parents to prepay into towards their child's trip.

1.1.3. Michelle Johnston and Peter Hind be added as signatories. Cathy Burbridge will also be a signatory to maintain transparency.

1.1.4. The P&C will continue to pay bank fees for that account.

1.1.5. The account will be closed upon completion of the trip to Sydney.

Carried

1.2. Due to a possible conflict of interest arising from their involvement with financial management or their children possibly participating in the trip, Michelle Johnston, Nicole Mottram, Cathy Burbridge, Helen Botica, Linda Radukanovic and Dimitrije Radukanovic abstained from voting on this item.

ACTION BY: President, Michelle Johnston

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2. Walk to School Day

- 2.1. Walk to School Day has been rescheduled from 20 May to 13 May. It was agreed that Cathy will ask Esther Della Favory to approach the donor of last year's fruit to request the same for this year. Strawberries will not be included. Nicole and Shirley will organise volunteers to chop and distribute the fruit.

ACTION: President, Nicole Mottram, Shirley Muir

3. GHPS P&C Facebook Page

- 3.1. A new P&C Facebook page has been set up: Gooseberry Hill Primary School P&C. It is administered by Cathy Burbridge, Helen Botica, Anna Campbell and Nicole Airay. The aim of the page is to share P&C information, updates and events.
- 3.2. A suggestion was made that topical P&C meeting agenda items be published on the page to engage discussion before the meeting.
- 3.3. Walk to School day will be advertised on the page and it will be a useful place for parents to find out where different groups are walking from.

ACTION: President

4. School Newsletter

- 4.1. Given P&C now has the new FB page and the Skoolbag app to communicate with the school community, it was moved that relevant P&C information and canteen thank you notices be published in the newsletter at the end of each term only, rather than in every newsletter. Other updates, reminders, and event advertising will be attached to the regular newsletter on a needs basis only.

Carried

5. Fundraising

- 5.1. A parent has asked if the school will join a Hillians Netball Club fundraising initiative, supporting the conservation of South African rhinoceroses. The club is selling hair bands and ribbons in the GHPS school colours. The school administration feel this is a very good cause however remain mindful of the many requests for donations from school families throughout the year and so this fundraiser will be facilitated in support of the Hillians Netball Club only, rather than as a separate school fundraiser. It will be advertised that the hair ribbons are available for purchase from the school office.

ACTION: Fiona Elsegood

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5.2. The school administration feels it is important to ensure fundraising events are spread out evenly throughout the year.

5.3. The fundraising events for the orchestra's trip to Sydney have been decided upon and scheduled, to be confirmed in coordination with the P&C fundraising subcommittee.

5.3.1 It was proposed that the participating students put the money they raise during the Dance-a-thon fundraiser towards their trip. This will be discussed and voted on at next week's general meeting.

6. WACSSO Conference Agenda Items

6.1. WACSSO are strongly requesting P&Cs to submit conference agenda items, and to take advantage of the opportunity to tell government what is needed to ensure the best education outcomes for our children. Items must be submitted by 27 May. This is a matter for consideration for the Executive Committee before it meets to discuss P&C strategy and future direction on 20 May.

7. P&C General Meeting Times

7.1. The P&C is working to grow the memberships of fathers and male guardians. The scheduling of day time meetings may be a deterrence and the answer may be to hold all meetings in the evening. This issue will be added as an agenda item for discussion at the General Meeting next week.

8. Closure

8.1. The meeting closed at 2:15.

Minutes Confirmed on _____

Cathy Burbridge, President

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