

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



**P&C General Meeting \* Wednesday 10th May 2017**

Venue: GHPS Library

Meeting opened: 6.34pm

Welcome and thank you to those that attended the WACSO training last week.

1. **Attendance:** Kylie Eaton, Nicole Airay, Emma-Jo Broadley, Narell Harrison, Kym Buckingham, Anna Campbel, Amy Durling, Faye Morgan, Tessa Murabito, Elizabeth Williams, Patrick Bourke, Fiona Elsegood, Anne Bennett, Maile Berry, Kelly Elliot, Helen Griffiths, Kerrie Rowe, Elis Sinclair, Ainslie Royle

**Apologies:** Jo Bennett, Cathy Burbridge, Sarah Griffiths-Price, Nicole Mottram, Deidre Cunningham, Deb Lack-Moran, Lisa Hedditch, Jess Coremans, Dani Meagher, Shonna Grant, Kate Anthony, Christine O'Brien

2. **Minutes of previous meeting held 15/3/17 accepted as a true and correct record.**

Accepted by: TM

Seconded by: NA

**Amended:** Add Shirley Muir to Attendance

**Amended:** Remove this line from point 13: **however look at outcome of this one and reconsider being involved going forward.**

**Amended:** Fair organisers to see Nicole Mottram, Tash Binns and Shirley Muir as they have previously organised school fair.

3. **Actions arising from previous minutes:** Nil

4. **Correspondence:**

In – Invoices from Browns, School Banking, Audit details from Desborough Accountants,

Coles – account cards

Out – Nil

5. **Motions to vote:**

**5.1 – Amend purpose of banking accounts** - P&C currently have 2 accounts (general & canteen).

Elissa advised that the auditors have indicated that there is no need to have the 2 accounts and we could save on bank fees by closing one. Discussion resolved that P&C are not allowed to spend money on bereavement gifts/ gifts for President leaving etc...and the second account could be used to hold funds specifically for pastoral care account. Any fundraising initiatives to raise funds for this account need to advertise that funds are going to this account. Previous guideline said max of \$500 to be held in this account. Decision to hold 1 fundraiser each year with part proceeds to go into the pastoral care account.

Vote - Keep both – rename and use one for pastoral care.

Proposed: EM

Accepted by: NA

Seconded by: AD

**Action – EM to rename accounts**

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**5.2 – Funding request for Bully Busters** - program for Yr 5 & 6 – request from school. Fiona provided background on program. Bully Busters aimed specifically at this age group. Other programs – Goodguys & Girlpower – are run in the school for other age groups.

Vote to approve request.

Proposed: FE

Accepted by: AC

Seconded by: MB

**5.3 – Funding request from the school for fencing of veggie garden** - 3 quotes have been received, ranging in price between \$3000 - \$4000. This is on par with quotes received from parents who were going to charge just for materials. Vote on veggie garden fencing - approved quote for \$3000. Proposed by EM Carried on majority

## **5.4 – Vote for WASCA membership**

Proposed by EM

Accepted by: NA

Seconded by: EW

6. **Bank signatories** - held over to next meeting
7. **Treasurers Report** - EM provided feedback from Auditors – a few things that we need to change but not material to audit outcome (eg. fine tune cash handling).  
Accepted by: FM                      Seconded by: MB
8. **Class Rep Process** - TM  
Tessa and Elizabeth working on standard procedures for all the regular fundraising events for the year so that these can be handed over to new committee each year. Looking particularly at the events run by the year groups at this stage.  
Check with Carolyn Toleman for info on fair organisation.  
Include feedback space on bottom of each procedure so each year can provide updates as required.  
Kym provided feedback on Easter Raffle – raised \$1294.05.
9. **Bulk Cooking** - NA working on bulk cooking with Emily Yiend. There has been a parent offer to do bulk cooking if it could be done at night. Patrick confirmed that we can access canteen at night so long as we only use back door and more than one person.  
**Action** - Request for additional help to be posted on P&C Facebook page.
10. **Communication of activities by P&C** - EW  
Looking for a way to promote work/activities carried out by volunteers and give them thanks. Suggested PDF attachment to go out with Friday reminders and upload to P&C Facebook page. TM & NA to action. P&C Newsletter - 1 at beginning of 1<sup>st</sup> term (intro to year) and then 1 per term - can't rely on FB not everyone uses this platform.  
**Action** – PDF flyer to be sent to school admin so that it can go out with Friday Reminders.
11. **Monies raised by P&C** - EW  
Need to work out how monies will be used. Lots of smaller projects or 1 big project? Suggested that a survey of parents be done or a targeted workshop. Need to consider both school requests as well as options that parents are wanting. MB & AB to work together to organize and provide feedback to next meeting. Previous list of ideas from Dropbox/Google Drive – check with Cathy.  
**Action** – feedback on progress to next meeting



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## 12. Funding requests - EW

No other requests to discuss at present.

## 13. Fundraising & Social Report - EW

Funds raised in first term - \$3993.67

- Kala Show – Estimate of \$4000 suggested by Falls Road Primary was never going to be achieved. We used regular suppliers so that excess could be given to canteen. Need to investigate donations for next one in 2 years. Agreed that we should be involved again in 2 years however look at outcome of this one and reconsider being involved going forward.
- New enrolment to school based on endorsement by Maggie Dent – very encouraging.
- Activities in term 2 – Entertainment Books on sale now, Scarecrows entered in Myattsfield Vineyards Scarecrow Competition (Muscular Dystrophy) and Mothers Day stall (11 & 12 May).
- 2018 Fair – planning has commenced for November 2018.
- Carnival Fever – Have offered 1 x Family pass (\$85) & 2 x individual tickets in return for advertising to each child in school. Discussion regarding if this would be setting a bad precedent for commercial advertising. School position – happy to send as an e-doc with Friday flyers but not as hard copy. WACSO constitution says we can't advertise for private business.  
**Action – Advise that we can't do this & return tickets.**
- Term 2 fundraisers – Mother's Day stall and Entertainment Books (already on sale).

Accepted by: NH      Seconded by: TM

## 14. Fundraising – the big picture / school requests – EW

Discussed in monies raised by P&C

## 15. Recycling & Sustainability - NA

NA advised that Kindy mum Belinda Cass has been running a recycling station at Kalamunda Farmers Market. She has offered to assist the school to do same so that school can act as recycling centre. Patrick said school would encourage this. **Action – NA to put together proposal and put it to school ahead of next meeting.**

## 16. Uniforms – HG

As previously agreed, Lowes vouchers have now been purchased with the proceeds from selling second hand uniforms. These vouchers will be administered by the Chaplin as she feels appropriate. In the interests of privacy and dignity, recipients will be kept anonymous.

## 17. Principals Report - PB

- Online voting notifications have been sent out for Board elections.
- Board are asking for feedback on Optus Tower going in. This feedback will be used as the schools response to be given to VisionStream. School to send bulk email to parents requesting their feedback on this.
- Kiss & Drive – painted in green
- Sydney Tour – progressing well
- Aldi – advised that they have applied for a liquor license

Accepted by: EB      Seconded by: KB

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18. **2018 Fair - KE & NA**  
NA has offered to coordinate. NA has a lot of knowledge regarding legalities due to her experience with Kalamunda Markets. Trying to reduce need for volunteer hours. Stalls to be allocated to classes again – same as last time. Looking at doing most of our own catering for this next Fair.  
Date – November 2018 want have dunking machine  
Need committee to feedback ideas for stalls.
19. **Suggestions Box - FM**  
Netball hoops to be at Net Set Go height. Temporary nets installed by Mr John have already been damaged. Looking for a more permanent solution. Fiona suggested portable free standing goals  
Motion – P&C to purchase 2 goals up to \$300 max.  
Approved: FM                      Seconded: TM
20. **Free Coffee Dates** - Eloise Alink-Scott is organising Sunshine FM 98.5 radio station to broadcast from the school along with free coffee again this year. Proposing to do this either November 3 or 11 2018.
21. **Maggie Dent - ES**  
Meeting agreed that the format of this presentation was not the best and there was a general feeling that Maggie is being overdone at the moment. Our event didn't sell out and there were reports that many other schools/groups are struggling to sell tickets also.  
Suggested that we look at alternative presenters rather than re-booking with Maggie.
22. **Other Business**  
HG – Reminder to everyone that Mother's Day stall for kids tomorrow and Friday. It will also be open after school Thurs 11<sup>th</sup> for parents.  
KB – Suggested branding the P&C – ie. Uniform colour for aprons, t-shirts etc. stand out and perhaps run a competition for the students to come up with a logo/emblem. Kym to collect costs for printed aprons to next meeting.  
NA – working on Class B crossing for Huntley Street intersection.
23. Next meeting: Week 7 Term 2 - Wednesday 7<sup>th</sup> June.

**Meeting closed: 8.13pm**

## **POST MEETING:**

Patrick retiring – July 28<sup>th</sup> 2017

P&C proposing to host farewell event on Friday 21<sup>st</sup> July. All suggestions and ideas to be emailed to Faye as soon as possible.

Kylie Eaton – President

Date