

GOOSEBERRY HILL PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC



P&C General Meeting * Wednesday 22nd November 2017

Venue: GHPS Library

Meeting opened: 6.37pm

1. Welcome: Big thank you from Kylie to members consistently turning up and helping out in a challenging year. We are set in good stead for next year.

Attendance: Kylie Eaton, Emma-Jo Broadley, Elissa Mansell, Matt Snell, Liz Williams, Danielle Meagher, Vimi Mannar, Kerrie Rowe, Kym Buckingham, Deb Lack-Moran, Nicole Airay

Apologies: Narell Harrison, Anne Bennett, Jannina Halicki, Ainslie Royale, Christine O'Brien

2. **Confirmation of Previous Minutes:**

2a. Minutes of 9th November extraordinary meeting – accepted as a true and accurate record.

Accepted: EB

Seconded: EW

2b. Minutes of 2nd August meeting – accepted as a true and accurate record.

Accepted: KR

Seconded: KB

Discussion arose regarding the need to have P&C easily identified at events as noted in amendment from as opposed to a competition regarding a logo.

MOTION: That this P&C have an identifying product of lanyards to wear at P&C events, up to a cost of \$100 with colour different to faction colours.

Moved: KB

Seconded: KR

Carried: all in favor

ACTION: Kym to follow up lanyard costings.

2c. Minutes of 25th October meeting – amended & accepted as a true and accurate record.

Accepted: EW

Seconded: EM

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

3a. Branding of P&C:

Action: KB to organise costs of lanyards.

3b. Sustainability & Recycling: FE will follow up next year

3c. Assessing projects against survey criteria: MS has had a brief discussion with staff and has identified a couple of key areas staff is interested in.

***Keene Undercover Area improvements:** sound, lighting and audio visual are key areas to improve.

We have very talented students, the sound needs to represent the quality of the children. Also looking at air-conditioning and ventilation improvements.

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***Outdoor Science & Technology outdoor classroom** in amphitheatre area. Dept have committed to decking over the septic area. The school will look at employing future staff with background in science background.

* This fits in with responses from survey.

* We need a focus on projects to spend money on.

* Will need to decide what is P&C and what is school funded.

* Have signs around the school identifying what projects are being undertaken by P&C.

* Discussion of bench to go around tree near Adventure Playground.

***MOTION: That is P&C pay for the building of a bench around the tree outside the adventure playground at a cost of \$2500.**

Moved: KE

Seconded: KB

Carried: all in favour

3d. Christmas Raffle Update: EW Tickets went out Friday to office. 500 tickets are available. To date have sold 50 tickets. An order form went out as hard copy so everyone has an opportunity to purchase. We have a table set aside at Friday night markets. Volunteers required to man market stall to sell tickets to wider community.

ACTION: Kylie will send out a roster asking for volunteers for Friday night markets on 24/11/17.

3e. Crochet poppies: EW, Liz has purchased wool from Spotlight to be used at next and future ANZAC services. Liz will get a quote from a parent to see how it can be done. Crocheting classes can be held after school is an idea. We provide the wool, parents provide the crochet hooks.

ACTION: ongoing EW

3f. School Fair 2018: NA to follow up next year, an option is to have a twilight fair.

3g. Canteen Update: NA WACSO templates are online for job description, interview questions etc, can change to suit us. Casual initially, then they become permanent part time. Essentially a trial program, if effective they can become permanent part time. Two award rates: WA and Federal. We consistently need a person to run/manage the canteen. Paid employee will offer stability to parents; sales are down as a result of not having consistent opening times. Another option is to outsource the canteen to a contractor. There is a hire fee paid to the canteen and they run their business from canteen and supply lunches to students. Still bound by canteen association and traffic light system.

MOTION: That this P&C advertise for a canteen manager on a casual basis for the first 6 months of 2018 under the state award rate.

Moved: KE

Second: DM

Carried: all in favour

4. Correspondence

In – Brownes, Bankwest

Out – nil

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5. Principal's Report: see attached report

Accepted: KR

Seconded: NA

Year 6's have raised about \$500 this year. The proposed gift is to have an 8 seater table in the year 6 area at a cost of around \$2000 which is beyond what they have raised. It was felt that the concept of the Yr 6 gift needed to be revisited so that the idea for the gift came from the students and that the cost was achievable through their fundraising efforts. It was felt that this would make the gift more meaningful and teach the students about goal setting and budgeting.

Action: Matt Snell to follow up.

MOTION: That is P&C does not top up the year 6 gift and that the year 6 group come up with a gift within their budget which is whatever they raise through fundraising.

Moved: KE

Seconded: NA

Carried: all in favour

6. Treasurer's Report: see attached report

Accepted: KB

Seconded: KR

7. Fundraising Report: see attached report

Accepted: DM

Seconded: NA

8. Canteen Report

No report tabled.

9. Other Business

*Alan Blackburn's afternoon tea. Gift from P&C will be presented at assembly. Afterwards there is an afternoon tea which school is providing food for. A formal farewell at 3.30pm will be held in the library.

*A grandparent at the school is having an open garden over a weekend in October 2018. It was suggested the P&C cater for this event as they have done in the past. Dates TBC, times will be roughly 10am-4pm. This could be part of year 6 fundraising for their farewell gift.

ACTION: MS to liase with year 6 students.

*School crossing info: EB has spoken in the past to COK regarding crossing at the school. Info will forward to Kevin Boots on school board.

10. Date of next meeting: Wednesday 7th February 2018

Meeting closed: 8.35pm

Kylie Eaton

10/12/2017

Date