

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



**Minutes of General Meeting
20 February 2019**

Held In: GHPS Library

Meeting Opened: 6.36pm

ITEMS

ACTION (NAMES)

<p>1) Open / Apologies</p> <p>ATTENDANCE: Kylie Eaton, Emma-Jo Broadley, Kerrie Rowe, Tracy Brand, Nicole Airay, Christine O'Brien, Elissa Mansell, Elisabeth Williams, Danielle Meagher, Debbie Kale, Natalie Goodall, Ainslie Royle, Matt Snell, Sally Birkhead</p> <p>APOLOGIES: Elis Sinclair, Dan Pearce, Marlee De Klerk, Matthew Hughes</p>	
<p>2) Confirmation of Minutes of Previous Meeting 28/11/2018</p> <p>Accepted: EM Seconded: EW</p>	
<p>3) Actions Arising from Previous Minutes 28/11/2018</p> <p>a) Oven Cleaning</p> <ul style="list-style-type: none"> • Christine to audit all canteen equipment prior to the AGM <p>b) Uniforms</p> <ul style="list-style-type: none"> • Uniforms at Lowes. • New hats phased in shortly <p>c) Science Area</p> <ul style="list-style-type: none"> • See Principal's Report 	<p>Action: Christine cleaned oven and defrosted and cleaned fridges and freezers at end of year</p> <p>Action: Nicole Airay to give Coles Gift Vouchers to Christine to use in the canteen as they expire in April</p> <p>Action: Kylie to call Lowe's to request uniforms are stocked at Midland</p>
<p>4) Correspondence: EB</p> <p>Mainly bank statements</p>	

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5) Reports

a) Treasurer's Report: EM

See Treasurer's Report.

- Will limit Pastoral Care account to \$1,000
- Discuss funds distribution at the next AGM
- Books need to be audited before the next AGM

Accepted: Sally Seconded: KR

b) Canteen: C O'B

See Canteen Report.

- Created new Volunteer Web App = Signup.com
- Kindy can order canteen but need to promote this more

Accepted: EW Seconded: Sally

c) Mother's Day Report: KR

See Mother's Day Report.

- Spend per child around \$5
- We won't set a limit per child to buy/spend
- Will ask that children bring their own bags (paper bags provided as well)
- Kerrie has purchased most items already but will still ask for donations nearer to the date

Accepted: C O'B Seconded: EB

d) Fundraising Report: NA

See Fundraising Report

- Burger Stall at the Kalamunda Show. Agreement to run this stall. Nicole Airay and Elizabeth Williams will coordinate.
- Easter Raffle Week 9. Tracy Brand to help coordinate
- Welcome Event changed to and End of Year Event at Presentation Night. MS to organize liquor license closer to the time.

Action: Kylie to check with Janina regarding costs/ expenses for Pastoral Care

Action: Update canteen details in the parent induction booklet to reflect canteen hours/ Kindy, etc.

Action: Nicole to confirm and complete the Application Form for the Kalamunda Show

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<p>Accepted: EB Seconded: C O'B</p> <p>e) President's Report: KE See President's Report.</p> <ul style="list-style-type: none"> • Need a promotions coordinator. Nat Goodall will volunteer for this • Update P&C information on the school website – contact Jenny/ Stacey • AGM will be Week 7 (20 March) • Someone to take over the GHPS License Plate – Sally to volunteer <p>Accepted: EB Seconded: NG</p> <p>f) Principal's Report: MS See Principal's Report.</p> <ul style="list-style-type: none"> • Grants from Matthew Hughes funding up to \$50K • Youth care grants available • Class reps – distribute roles – add to the website • Matt to let teachers know who the class reps are • Grant to refit the old Canteen to as Science Lab. Grant will cover fit-out plus \$25K for extras. Design will keep the cooking area • Revisit Crosswalk Attendant • Possibility to extend parking in the Kindy area <p>Accepted: EB Seconded: NA</p>	
<p>6) Other Business</p> <ul style="list-style-type: none"> • Future P&C meetings held in Week 3 & 7 of term 	
<p>7) Date of next meeting</p> <p>AGM – 20 March 2019</p>	
<p>1) Meeting closed</p> <p>Closed 7.50pm</p>	

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