

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



**Minutes of Executive Meeting
12 November 2020**

Held In: Kalamunda Tap House

Meeting Opened: 8.15pm

ITEMS	ACTION (NAMES)
1) Open / Apologies ATTENDANCE: Rachael Bolton, Nicole Airay, Debbie Parkinson, Melissa Duxbury, Lauren Johnson, Lisa Logan APOLOGIES: Elissa Mansell	
2) Children's Crossing <ul style="list-style-type: none">• Didn't achieve adequate numbers, Type A crossing declined• Type B Crossing approved – must be self-funded• If proceed with Type B, likely to be Type A approved – which is fully funded.• Motion: P&C to fund crosswalk costs in 2021 up to \$15,000 Accepted: LL Seconded: NA Passed by unanimously	ACTION – proceed with application for Type B crossing.
3) Fathering Project <ul style="list-style-type: none">• The Fathering Project will host an end of year function in early December• Proposal for P&C to fund water balloons and lollies for the event• Motion: P&C to donate \$300 for the event Accepted: MD Seconded: LJ Passed by unanimously	ACTION – RB to arrange with Adam Brand.
4) Meeting closed: 8.45pm	

Signed _____

Rachael Bolton – GHPS P&C President

Date: 2/12/2020

Our Vision: "In partnership with our school we welcome and encourage our families to come together to inspire the future citizens of our world to be the best they can be."

Held In: GHPS Library
Meeting Opened: 6.32pm

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4) a) Correspondence: DP

- Bank Statements – BankWest
- City of Kalamunda - grant options
- AP4CA – solar for schools campaign
- WA School Canteen – statement
- Email – feedback on school photos

5) Reports

a) Principal's Report: MS

- see attached report
- Bushfire plan - discussed toilet for Keene area – should P&C fund?
- STEM area – planning for occasional furniture
- Cross Walk on Ledger Rd – P&C to commence planning for lollypop person

ACTION – DP to add to next agenda to propose P&C fund lollypop person - VOTE

b) President's Report: RB

- See attached report

c) Treasurer's Report: EM (absent)

- see attached report
- Bendigo Bank for canteen? Provides EFTPOS facility, credit card etc that will be beneficial.
 - **Motion:** To open new Bendigo Bank account - **Passed**
- Assess bank account balances/what should the balance be/record of what contingency funds need to be held (eg: canteen)/what funds have already been 'spent'
- COVID Stimulus – hold for canteen - assess P&C bank account thresholds first to determine if necessary.

ACTION – EM/RB open bank account

ACTION – MS – provide details of what P&C has committed to for school

ACTION – EM/RB to review bank balances

Accepted: LL Seconded: KR

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<p>d) Canteen Report: CO'B</p> <ul style="list-style-type: none"> No report tabled Explore casual/2IC for canteen Asset register for Canteen property – what belongs to school? <p>e) Fundraising Report: MD</p> <ul style="list-style-type: none"> see attached report <p>Motion: To proceed with Thermomix raffle in Term 4 - PASSED</p>	<p>ACTION: RB/CO'B to investigate cost, employment process etc to appoint canteen casual</p> <p>ACTION – investigate if there is a canteen asset register already? If not, create one that is to be updated ongoing.</p>
<p>6)</p> <p>a) Quiz Night update and request for more funds (KB)</p> <ul style="list-style-type: none"> See attached update <p>Motion: To put forward additional \$1,600 to fund quiz night additional costs – PASSED</p> <p>b) Discussion on type of expenses P+C should contribute to</p> <ul style="list-style-type: none"> To review previous committee notes and form criteria for funding <p>c) School photos – received feedback from a parent unhappy with quality of school photos (DP)</p> <ul style="list-style-type: none"> Potential contractual time obligation 	<p>ACTION – P&C committee to review.</p> <p>ACTION – DP to Forward email to MS</p>
<p>7) Any other business</p> <ul style="list-style-type: none"> New Uniform design agreed/approved. No more cotton polo or long sleeve polo shirt (low sales). Can old uniforms be recycled/donated? 	<p>ACTION – investigate a facility that can recycle/donate old uniform.</p>
<p>8) Date of next meeting: Term 4, Week 3</p>	

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9) Meeting closed: 8.33pm

Signed

DEBBIE PARKINSON

SECRETARY IN ABSENCE OF PRESIDENT

Rachael Bolton – GHPS P&C President

Date:

28/10/20

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Principal's Report
Tuesday the 8th September 2020

Term 3 Update

Events can continue with social distancing adhered to.

Upcoming Term 3 Events are;

- Assemblies – Remain invite only
- Athletics Carnival – Social Distancing required. No tabloid events.
- Open Night – Social distancing required, limited numbers in classrooms.
- Stirkfest – No adult attendees.
- Challenge Walk – Dad's group
- (Book Week – Term 4)

Bushfire Plan –GHPS

- See attached overview

Building Update

- Kiss and Drop design submitted.
- Initial plans arrived for junior Primary Play Area – Fiona project managing.
- Costing / Design in process for new Staffroom
- Kindy Veranda designed and awaiting costing
- Roof replacement September and Summer School Holidays.

Cross Walk on Ledger Road

First two surveys in. Looking likely that Type B will be allocated requiring school / P&C to pay for it.

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President Report - 8th September 2020

Business Directory

A Gooseberry Hill Primary School Business Directory has been set up with the help from the wonderful ladies in administration. Business owners in the school community are encouraged to submit their business details to be included on the school website as a first port of call for the school community.

Sensory Path

While this path was not built as a P+C project, I would still like to recognise the generosity of time and resources from families in Early Childhood. I put a call out on behalf of Jess Newman for certain equipment and items required to build the path, and every item was accounted for.

Families then spent a Friday working hard getting the path in working order for the children to use. It was a great effort from all, and a wonderful initiative of Jess Newman.

Further to Jess's presentation at the last P+C meeting, a parent of a student has offered his professional services to paint the bigger Sensory project in conjunction with Anna Campbell from Blue Goose Occupational Therapy. This will save a considerable amount of money, and again is incredibly generous, it will be of substantial benefit to the early childhood.

Quiz Night

While Kym will present an update at the P+C meeting, I would like to acknowledge her efforts in coordinating what will no doubt be an enjoyable evening.

Kym has done an incredible job ensuring all bases are covered. She has had the support of wonderful women in the Fundraising team lead by Melissa, who along with Kym have been working tirelessly and I thank them for all of their hard work.

Father's Day Chocolates

A very big thank you must go to Kerrie for ensuring the special men in our children's lives receive something for Father's Day.

Kerrie organised the Father's Day chocolate sales and delivery to students, and again I thank her for her willingness to support the school community.

Canteen

I want to take the opportunity to thank Christine for her ongoing efforts in the canteen. It has been an incredibly busy time for her, and she does a fantastic job ensuring that the food is always of a Stella standard. Christine has coordinated not only the regular canteen, but additionally the Year 6 Leadership Breakfast and the Father's Day Breakfast, and is planning for the upcoming athletics carnival.

Thank you Christine!

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GOOSEBERRY HILL PRIMARY SCHOOL P&C TREASURERS REPORT

Committee meeting dated 3 September 2020

Transactions occurring 31 July 2020 to 1 September 2020

Notes

- No transactions of note

Trading account		4166114
Opening bank balance 31 July 2020		77,811.45
<u>EXPENSES</u>		
Admin/ employment costs	492.93	
Canteen COGS	7,520.77	
Fundraising COGS	-	
School project	-	
Total expenses	-	8,013.70
<u>INCOME</u>		
Canteen sales	8,343.19	
COVID	3,824.00	
Fundraising	1,426.90	
Other	-	
GH Plates	-	
Total income	-	13,594.09
Closing bank balance 1 September 2020		83,391.84
Uncleared expenses	3,844.32	
Uncleared income	-	
Available funds		79,547.52
Committed funds		-
Pastoral care		4165710
Opening bank balance 6 August 2020		6,344.86
<u>EXPENSES</u>		
GH Plates	200.00	
Total expenses		200.00
<u>INCOME</u>		
No income	-	
No uncleared transactions		
Closing bank balance 1 September 2020		6,144.86
Available funds		6,144.86
Committed funds		-
TOTAL AVAILABLE FUNDS		85,692.38

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Fundraising Report September 8th 2020

P&C Meeting 8th September 2020

Fundraising Raffle Idea – Thermomix raffle

Cost of Thermomix - \$2089

Cost of tickets - \$20

Amount of tickets sold – 200 (\$4000)

Advertising – Facebook and Newsletters, maybe community advertising flyers?

Profit if all tickets sold - \$1911

Timeframe – Advertise after October school holidays? Or closer to Christmas.

Upcoming events

15/09 Tuesday - Open Night

- Recommend no cake stall

19/09 Quiz night update

TERM 4

December

04/12 Friday – Colour Run - subject to a vote

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