

ANZAC TERRACE PRIMARY SCHOOL P & C MEETING MINUTES

Thursday^{28th} March 2019, 7.30pm @ ATPS Staffroom

Opens at 7.35pm

1.0 PRESENT: Jessica E (Pres), Stuart B (Principal), Mandy G (Sec), Rosie P, Shelley L, Dan O, Tamara B, Kerry S, Lynda F, Rebecca B, Sally P, Adelaide, Kelly S, Veronika P,

APOLOGIES: Sue H (Treasurer) Sophie G (Vice Pres), Rachael B, Sue DeWitt, Alet D,

2.0 CONFIRMATION OF MINUTES of AGM 21st Feb 2019

Moved by Rosie P

Seconded by Kerry S

3.0 BUSINESS ARISING FROM 21st Feb 2019 Minutes

3.1 Appointment of Auditor

Jess spoke to a lady recommended to her by Sally and then discussed it with her Mum (our previous auditor) in order to confirm price. Her mum suggested \$400. The lady said she'd start with that and go through the books and see if it needs more time.

Jess moves that we spend up to \$600 for the audit, Tamara Seconds.

Vote casted: Unanimous

3.2 P & C Tokens for new committee

Tabled to next meeting. Since Sue is resigning as Treasurer, we'll have to get together and go to the bank to arrange assigning tokens. **Jess to make meeting with Bank first to ensure we have all relevant paperwork and then will make subsequent meeting with new signatories.**

3.3 School Directory Booklet

No traction at the moment, revisit at another time.

3.4 P&C Info booklet for new parents

Jess suggested Liaising with Sue DeWitt, Lynda reminded us that it was a booklet designed from a parent point of view (rather than a school policy and procedure type manual). P&C interested in putting package together.

Tamara offered to collate info from Website updating with Mandy. Stuart suggested simple a5 double flyer that's a good handy size. Suggested Mel Shore to assist in designing it once we've collated info.

3.5 Kiss and Ride Update

Stuart met with Peta, the person in charge of all works for Town of Bassendean and invited her to come at witching hour (8am) and showed her 3 sites and their issues; Mickelton Tce just as the neighbour across the driveway was trying to get out, was a good demonstration. He's suggesting to her that if the Kiss and Ride was developed on the Bike shed hill that Mickelton becomes no parking and then develop partly funded by School, P&C and town of Bassendean. The other problem is that despite signs, parents are parking wherever they like.

2nd. Demo was end of Culworth when there's no footpath, 3rd place was top or Troy St where parents park on both sides. We need to prevent an accident. She will go back to finance to see what they can do. She suggested **P&C apply for grants from Town of Bassendean. Stuart to forward on grant options once received.**

3.6 New School Letterbox Update

Letterbox replaced with appropriate size to accommodate School mail. Has a catchment at bottom to collect excess mail, admin happy 😊

3.7 Update on painting of Bitumen at Front of School

The man lined up to do it over Christmas was been unable to do it due to health reasons. It's the same artist that did the murals on the library wall and Stuart really wanted to get him to do this but he's proving difficult to pin down. Stuart considering finding another artist as he wants to get it done over these school holidays. Sally suggested a school mum who's an artist but **Stuart is going to follow up with the current artist once more.**

3.8 Slam Ball Update

P&C decided we will not be introducing Slam Ball at this time.

3.9 School banking Assembly Raffle

Kerry met with Stuart earlier in the week to discuss introducing a "Banking Bonus" once per semester to reward those Children that bank consistently (14 times or more across 2 terms was agreed). She suggests that twice a year at the end of the semester to reward the kids that do consistent banking by having a raffle at the faction assembly, have 2 draws; \$10 and a \$5 to be banked into their account - \$30 for this year. Kelly asked

about the sensitivity of those that aren't in a position to Bank. Lynda and Rosie likened it to any other raffle, in which many families don't participate. Mandy suggested putting it in the newsletter to promote to the parents. Tamara asked how we physically get the cash out of account for something like this. Stuart suggests it's easier for the P&C to reimburse a person for the cash. Kerry suggested she's happy to put in the \$15 per semester and be reimbursed with a cheque. Tamara recommends **Jess to double check process with WACSO** Kerry moves that the P&C to fund a banking bonus (\$30) to reward those that consistently bank more than 14 times per semester, Dan seconds
Majority passed.

3.10 Easter Raffle

Moved to fundraising report.

3.11 Appointing a new treasurer

Sue Harris will resign from current position as Veronika Piecuch has volunteered for the role as Treasurer. Kelly mentioned that Lorraine is happy to help with setting up a system that Veronika can work with.

4.0 CORRESPONDENCE

Incoming

Mr Showbags – Fundraising
Town of Bassendean – Treasurer
Jam DJ Services – fundraising
Family Portrait – Fundraising
Everything Glows – Fundraising
WACSO Mag – President
Say Cheez Portraits – Fundraising
Lotterywest – Rebecca Benson
Commonwealth Bank – School Banking
WACSO Handbook – President

5.0 REPORTS

5.1 Treasurer's Report

Sue has provided report for Jan & Feb, we have paid quite a bit out and now have \$19,975.34 in the General Account. The Uniform acc has \$17, 827.68

5.2 Other reports

Uniform Report

All is well. Hats are in! Faction shirts ordered, pay on delivery
Sally asked if the lady that makes the scrunchies would make them in Faction Carnival, Kelly not sure if there's a call for them due to lack of physical foot traffic in uniform shop now that so much of the ordering is done via QKR.

Fundraising Report

-Sally said the Easter Raffle is up and running. Raffle booklets going out to parents this week and requests for donations to go out on Connect. Raffle agreed for Easter assembly on Wed 10th April. Donation box is in the Office.
-Mother's Day stall already ordered, received and checked off. Days already locked in for May. Jess suggested **reconnecting with parents that make items for the Mothers Day Stall again as they made really beautiful items last year.**
-Things to keep in mind for the year. Movie night next term, Disco Term 3, Bogan Bingo would be a great adjunct to last years Quiz night, BBQ for May election.
-Crazy Camel came in and could be an option and Stuart mentioned Staff suggested a **Commemorative Tea Towel for the 50th Anniversary, Sally to look into that.**
-Kelly asked if we could put the call out for Volunteers sooner to the events so that there's more notice.
Mandy suggested P&C newsletter that puts the call out for certain events. **Jess suggested putting the feelers out for a parent volunteer list so that we have a database of parents that would like to help occasionally.**
-Jess moves to have an election day sausage sizzle once the date is announced. No amount set, just buy as required.

School Council Report

Stuart said that the School council met for the first time this year, recently. It was great to welcome 2 new parent Members: Tamara and Shelley. They had an issue with the nomination of the P&C School Council parent rep because Rachael was already a member of the Council, she couldn't also be the P&C Parent rep and so Stuart approached Sascha Bridger to continue in the role and was voted in. There was a good conversation explaining the difference in roles

between P&C and school council and budgets to help explain for new attendees. Amanda McAlpine was elected as Chair, Rachael took on role as secretary.

○ **Fun Day**

Rebecca thanked everyone and wanted to Minute the financial contribution of the P&C to the Water Slides, bouncing castle, bubbles and glitter, art and craft and wanted to thank the efforts of Tamara & Jess's work in the process leading up to the event.

Jess wanted to formally thank Bec and Steph for their work, especially seeing as Steph isn't even at the school anymore. Choice of food vans was fantastic. Jess asked if we had confirmation on attendance numbers but Rebecca said not yet as still compiling all the surveys from the night.

6.0 PRINCIPAL'S REPORT

Started by reiterating the positivity of the fun day, felt it was a great advertisement for the school. Some great suggestions even just doing the food truck night once a year on the oval. Shelley suggested inviting the original P&C members to a meeting as her and Kelly met them at the Fun Day and thought it would be a nice notion.

Going back to the beginning of the year, we crossed over with 380 students. 30 above where we expected to be. It's changed the dynamic in class so they've had to employ extra EAs to assist. We've spoken at length about the way the school communicates with parents. We know that 90% of parents CAN access QKR based on click open rates at report time. But due to different coding between mobile app and desktop, we can't see the click to open rate across all users when it comes to any other notices. In trying to reduce the time it takes to make a newsletter (currently a day and a half of Lina's time) Stuart has employed a man to work 1 day a week to keep the website updated and so the principals report is a blog. That's where the creation of the official school facebook page has come from and that has prompted the opportunity for parents to update their social media preferences. Stuart reiterated that children are never named on any public post.

Colour run – last year made \$4200, in previous years have bought iPads with that money and so as the P&C last year purchased the new iPads that this year they've decided to buy Lego Robotics and they can afford to buy 8 sets!

Kindy orientation – Sue wants to change the nature of orientation; she wants to meet individually with parents and feels it will be a much better way to impart information on a more personal basis as well as have the big group Orientation Day later in the year and to accompany that, Stuart is going to introduce walk through tours for parents.

Pavers; we need to sell 200 pavers to break even (to cover the costs of ripping up pavers, laying new ones and concrete etc). Planning on first lay at end of Term 2. Lynda suggested having paver forms at Election sausage sizzle. Stuart said he's going to promote each year as an option for new students and families each year. There are still stubby holders available – good option for Bogan Bingo

Swim carnival Friday 5th April Week 9 – as there were no swim trials required, the school is going to pay for kids entry and as a once off, school will also pay for the kids swim caps in faction colours so that cheering kids on is easier.

7.0 GENERAL BUSINESS

7.1 Tamara got asked about Edudance – definitely afternoon of Thurs 11th, times to be confirmed.

7.2 Jess asked who's taking over from Miss Hillan – Stuart has to go through due process before being able to confirm replacement.

7.3 Raffle old signed Football for Bogan Bingo

NEXT MEETING SET; Week 2 Thursday 9th May 2019

CLOSURE Meeting closes at 8:50pm