

GENERAL MEETING MINUTES

Applecross Primary School
 Parents and Citizens Association (Inc.)
 29 August, 2017 @7pm

		Action
1.	Meeting Commenced at 7:05pm	
2.	Present and Apologies	
2.1	<u>Present</u> Kim Guelfi, Kate Petersen, Sarah Graf, Anne Gardner, Sanchia Dashlooty, Katrina Alilovic, Mia Hagbro-Tedeschi, Naina Pereira Daniela Duglocz	
2.2	<u>Apologies</u> Matt Batson	
3.	Minutes from Previous Executive Meeting - Confirmed by Kate, seconded by Kim	
4.	Business Arising BBQ - Mia has arranged purchase from BBQs Galore and has paid a deposit and they are yet to be picked up. Discount obtained on retail price. Mia thanked for her time and efforts in sorting this. Mia to pick up and deliver to school. Kim indicated Paul would assemble and store.	MHT
5.	Correspondence Several items related to fundraising ideas Letter from CGU – regarding Case Manager for active worker's comp claim	AG
6	Standing Committee Reports	
6.1	President Term 3 shaping up as a very busy term with multiple events. Edudance on track. Stage is confirmed. Decided not to hire 200 extra chairs due to the cost. Student chairs will be brought out at the end of school and set up. Flyer and tickets printed and ready. Year 6 prefects organized to sell (with supervision). Canteen options still being discussed. Will cover under canteen agenda item. Remaining points will be covered as meeting progresses.	AG

6.2	Principal	
	See attached report.	
	Science Room working well and students are enjoying using the space.	
	Mahindra (cleaner) has resigned and will be finishing up at the end of Term 3	
	Kim having leave for the first 5 weeks of Term 4. Louis Shepherd will be acting Principal.	
	Beginning to work on the structure classes for next year based on numbers and profile of students. Have been granted an extra class for 2018 by the Ed Dept.	
	<p>The extra class room gained last year has triggered the issue of enough car park space. There will be an additional car park built – in current space – by Dept of Facilities</p> <p>NAPLAN results went home last week. High results were maintained this year. The identified deficits have been identified and mirror the plans that the school has already made to address. As of 2019 NAPLAN testing will be online – infrastructure dependent.</p> <p>Smart boards need replacing – suggestion for fundraising focus</p>	
6.3	Vice President/Communications	
	Increasing Facebook followers – up to 209, with an increase of about 3-5 per week	
	<p>Art Expo – looking for a contribution of \$2000 from the P&C for the event to cover expenses</p> <p>27 October between 5pm-8pm, picnic, BYO (no alcohol license required)</p>	
	<p>Father's Day stall was held today.</p> <p>Those organising the Father's Day and Mother's Day stalls will be finishing up this year so will be looking for volunteers to take this task on</p>	
	<p>Maggie Dent – the event at EVP Primary School was oversubscribed (500 people attended and there were 200 on the waitlist).</p> <p>Suggestions: to cover costs and not use as a fundraise, need a break, and do not over-subscribe</p> <p>Look into having the event at Applecross High School (Kim to pass on contact details to Anne G) and Tompkins on Swan</p> <p>Cost – suggested \$25-\$30</p> <p>Look into a local stationer contributing stationary</p>	AG KP

6.4	Treasurer	
	See attached report.	
	Silver Cent Frenzy Lorene's Super – almost completed the Super issue.	
	Uniform Store – Sarah to talk to Michelle about moving funds to P&C account. Called Paypal – can use a charitable ABN so P&C can utilize Paypal reader, cost of \$49 and charge of approximately 2% per transaction	SG
	Sarah will send information around to Committee Canteen funded approximately \$1000 due to outstanding invoices.	SG
6.5	Canteen	
	New Committee met for inaugural meeting. Good response from genuinely interested people. Various options presented as operating models. Brownes' fridges have been picked up.	
	Anne meeting with Clare from Sensations Café next week	AG
6.6	Clothing Boutique	
	Business as usual.	
6.7	Safety House	
	Kate has liaised with Richard and reported the organisation is all up to date for Safety House day. Flyer for Edudance – Anne to ask Richard G to sort	AG
6.8	School Board Report – Sanchia (Board Chair)	
	Productive last meeting It was raised that a joint meeting could occur for Board and P&C to maintain and develop relationships. Suggestion made for Term 2 2018 to have an informal social event. Board reiterated their commitment to the P&C Welcome event.	
6.9	Additional Associates i.e. Scholastic Book Club, Banking, Dad's Club, Entertainment Books	
	Book Club Issue 5 - \$539 worth of rewards Liz happy to take on the role next year. Lisa and Liz will meet up to handover. Banking – no volunteer/s as yet to takeover. School banking is doing very well and if no volunteer found School Banking won't continue.	
	Dad's Club – Andy would like to promote the Club via the Father's day Stall. Andy will attend the Kindy orientation day.	
	Entertainment Books – yet to finalise the funds raised.	

	General Business	
7.1	<p>Fundraising Good feedback received when details of how funds are utilised in the school are communicated.</p> <p>Committee agreed that funds will be used to purchase 4 smartboards and a kiln for the remaining P&C funds in 2017.</p>	
7.2	<p>Book Week Tuesday 21 August Sean Avery tentatively booked for Book Week next year</p> <p>Kate to send information to Kim</p>	KP
7.3	Canteen Update – see point 6.5	
7.4	<p>Edudance Performance is 630pm – 730pm \$10 per ticket – children are free gate open 5pm (near Canteen) sausage sizzle \$5 food items available separately popcorn machine hired/ordered BBQ food to be ready for when gates open Indigenous group to do official Welcome to Country and the dance group will dance. Kim to follow up on costs Letter to parents with information about the event. Anne to contact Elaine for electronic version of previous letter</p> <p>Sanchia reported she would place file in the pigeon hole so it could be accessed by everyone</p>	<p>KG</p> <p>AG</p> <p>SD</p>
7.5	<p>Sports Carnival</p> <ul style="list-style-type: none"> - Daniela raised issue of food colouring and requested making suggestion that we ask people not to use artificial colouring on cakes. Kate to put suggestion out to those volunteer bakers who are confirmed - Clarification that the cakes can be decorated in any way that the bakers wish, e.g. by using coloured wrappers or sweets instead of coloured icing - Zinc, hair colour, and cupcakes stalls to fundraise <p>Coffee van organized</p>	KP
7	7.6 See 6.3	
	Uniform issue – Sanchia reported that the Board have set up a Uniform Committee. Currently looking into getting a jumper for winter as the jacket does not provide sufficient warmth.	
	<p>Next Meeting Executive Meeting – Tuesday 17 October 2017 @ 7pm. Close of Meeting 9:00 pm</p>	