

# General Meeting Agenda

**Date:** Tuesday 24/08/2021

**Time:** 7:00 – 8.30 pm

**Venue:** Kindy Building Birkdale St

Floreat Park Primary School  
P&C Association



Agenda Items:				
Item	Time	Topic of Discussion		Attached
1	7:00pm	Open meeting, welcome and apologies	CS	
2		Acknowledgement of Country	DG	
3		Conflicts of interests	CS	
		Minutes of previous meeting	CS	Annexure
		Executive meeting minutes	CS	Annexure
		Constitution Rule Review	CS	
7:05pm Office Bearer Reports				
		President Report	CS	
		Treasurer Report	KS	Annexures
7:30pm Executive Reports				
		Principal Report	JR	Annexure
		Events & Fundraising Exec Report	CS	Annexures
		Communications Report	JG	
		Class Representative Coordinator Report	BZ	
		Grounds Report	LM	
7:50pm Committee Reports / Comment				
		Uniform Report	DA	
		Canteen Report	KW	Annexure
		Safety House Report	AL	Annexure
		Sustainability and Gardening Report	JR	
		Floreat Dads Report	PA	Annexure
		Book Club	TD	
		Book fair	KC	
8:20pm Other Matters:				
		Correspondence	LL	
		General Business		
		For decision: Kindy Play area	CS	
		For Discussion: P&C Logo options; School Directory; P&C Levies	CS	
		Next Meeting: Thursday Week 6, Term 4 Thursday 18 November 2021 at 7pm School Library	CS	
	8:30pm	Close of meeting	CS	

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## AGENDA

### 1. MEETING OPEN

Apologies: Tracey Daly; Anna Leshchinskaya

Attendees: Liz Lockett; Melissa Gillam; Annabelle Taylor; Elizabeth O'Dea; Suzi Zhang; Jennifer Wilding; Jacquie Georgio; David Graieg; Claire Shoebridge; Kirstie Smyth; Jane Rowlands; Celeste Sciacchitano; Ahism Tassome; Mazyar Razmer; Vernita Hanrahan; Toni Blundell; Alivia Chamberlain; Kerrie Chapman; Karen Wilson; Melinda Reid; Betty Zhai

### 2. ACKNOWLEDMENT OF COUNTRY

I would like to acknowledge the Whadjuk people of the Noongar Nation on who's land we are meeting on this evening. I pay my respects to their elders past and present and extend my respect to any First Nations people here with us tonight.

### 3. CONFLICTS OF INTEREST

### 4. COMMITTEE VACANCIES

It was noted that the roles of Events Coordinator and Fundraising remain vacant.

### 5. MINUTES OF PREVIOUS MEETING

MOTION (CS) That the minutes of the Term 2 Meeting (Annexured) held on 27<sup>th</sup> May 2021 be adopted as true and correct. **Motion Passed**

### 6. EXECUTIVE MEETING MINUTES

MOTION (CS) That the minutes of the Executive Meeting (Annexured) held on 21<sup>st</sup> August 2021 be adopted as true and correct. **Motion Passed**

### 7. RULE REVIEW

Rule 20 relating to Books and Documents was noted

## 8.0 OFFICE BEARERS REPORTS

### 8.1 PRESIDENT REPORT (CS)

The following was noted and one motion passed in the Presidents report as follows:

#### P&C Logo update

MOTION (CS): That the P&C Logo with the most votes from the online poll be endorsed as the new Floreat Park Primary School P&C Association logo. **Motion Passed**

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- Traffic Management along Chandler Avenue
- P&C Levies & Contributions
- Playground at Council Park on Birkdale St
- P&C Email/cloud based storage
- Alumni
- School Directory 2022 & beyond

## 8.2 TREASURER REPORT (KS)

The meeting noted the Treasures Report and attached Annexures

- Treasurers Report
- P&L August 2021
- Balance Sheet August 2021

## 9.0 EXECUTIVE REPORTS

### 9.1 PRINCIPAL'S REPORT (JR)

The meeting noted the Principals Report

### 9.2 EVENTS & FUNDRAISING EXEC REPORT (CS)

For noting

#### Completed events

- Stay & Play Term 3
- Floreat Dads – event with Gilly
- Scholastic book fair (week 9 term 2)
- Lego Competition
- Movie night – tickets sold out. Raised \$1132
- Olive Oil fundraiser

#### Planned events

- Colour Blast (major fundraiser)
- Father's Day Stall – stall opens 18<sup>th</sup> August – closes 31<sup>st</sup>. Delivery to class Wednesday 1<sup>st</sup> September.
- Athletics Carnival Bakesale
- Gratitude Wall
- Kindy Campout on McLean

#### Planned fundraisers

- Art4Cards
- Kindy & PP teatowels

#### Proposed events

- Parent picnic semester 2

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- Orientation activity for PP students in term 1 (magic show) 2022
- Term 4 Book Fair

## **FPPS Colour Blast - Update**

- Confirmed date: Friday October 22nd
- Time 1:30-3:10pm
- Tickets will be sold as "registrations" \$15 per child includes white t shirt (printed with sponsors logo) sunglasses and rainbow headband
- Thanks to event sponsors
- Budget for this event was approved at the previous meeting

Motion (RH): That the budget of up to \$400 be approved as expenditure as outlined in Appendix attached for the 2021 Athletics Carnival Bakesale to cover consumables (\$250) and Cash Float (\$150) **Motion Passed**

## Events calendar

The meeting noted the updated events calendar

### **9.3 COMMUNICATIONS REPORT (JG)**

The meeting noted the Communications Officer report

### **9.5 GROUNDS REPORT (LM)**

The meeting noted the Grounds Executive report

## **10. COMMITTEE REPORTS**

### **10.1 UNIFORM REPORT (DA)**

The meeting noted the Uniform report

### **10.2 CANTEEN REPORT (KW)**

The Meeting noted the Canteen Report and passed two motions relating to a new staff member

**For noting: Financial position:**

<b>Income</b>	<b>69,518.44</b>
<b>Expenses</b>	<b>64,633.37</b>
<b>Profit</b>	<b>4,885.07</b>

## **New Staff Member**

Motion (CS) that Suzzi Zhang be voted as a member of the Canteen Staff. **Motion Passed**

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Motion (CS) that Suzzi Zhang be voted as a member of the Canteen Sub Committee. **Motion Passed**

## 10.3 SAFETY HOUSE REPORT (AL)

MOTION (AL): That the P&C pay the annual membership to Safety House WA of \$130. **Motion Passed**

## 10.4 SUSTAINABILITY AND GARDENING REPORT (JR and SA)

The meeting noted the Sustainability and Gardening Report

Motion (JR): That the P&C approve a budget of \$60 to cover the cost of prizes for the class who collects the most bread tags. **Motion Passed**

## 10.5 FLOREAT DADS REPORT (PA)

The meeting noted the Floreat Dads report

Motion (PA): That the budget of \$2,500 set out in Annexure J be approved as expenditure for the Floreat Dads Guest Speaker Event to be held on Sunday 19<sup>th</sup> September 2021. **Motion Passed**

## 10.6 BOOK FAIR REPORT (KC)

The meeting noted the Book Fair report

## 10.7 BOOK CLUB REPORT (TD)

The meeting noted the Book Club report and following financials

Current Rewards balance: \$1,551.00

Issue 4.

Total Books sold: 117            Value \$1276.99

Issue 5.

Closed Week 3 of Term 3 and should be delivered in the next couple of weeks – pending CoVID Freight hold-ups.

Total Books sold: 134            Value: \$1732.00

## 11.0 GENERAL BUSINESS (CS)

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## 11.1 CORRESPONDENCE (LL)

Bank statements

## 11.2 OTHER ITEMS

### Kindy Play Spaces

The meeting discussed the various items outlined in the agenda that had been identified as either requiring improvement or repair. It was noted that some items would be attended to by the Dept of Education but others would need to be funded by the P&C.

Motion (CS): That the budget of up to \$12,000 be approved as expenditure for the refurbishment of the kindy play areas **Motion Passed**

### Kindy Camping

The meeting noted that a Coordinator was needed for the Kindy Dads camping event

### Facebook – Floreat Park Primary School

The meeting discussed the role of Facebook as a communication tool within the School community. Issues raised included

- Declining popularity/use of Facebook
- Additional workload using Facebook places on the volunteer Communication Executive
- Appropriateness of communicating School messages via a P&C platform

It was agreed the issue would be discussed out of session and a recommendation be made at a future meeting

### Device Roll-out

The meeting noted a verbal update by Mr Mark Walters regarding the roll-out of the new devices.

### Sick-Bay coordinator

It was noted that the long-standing sick bay coordinator was stepping down. Olivia Chamberlain volunteered to take up the role.

### DATE FOR NEXT MEETING:

Term 4 Week 6

Thursday 18 November 2021

7.00pm

School Library