

General Meeting Minutes

Date: Thursday 18/11/2021

Time: 7:00 – 8.30 pm

Venue: School Library



Agenda Items:				
Item	Time	Topic of Discussion		Attached
1.1	7:00pm	Open meeting, welcome and apologies	CS	
1.2		Acknowledgement of Country	DG	
1.3		Conflicts of interests	CS	
1.4		Minutes of previous meeting	CS	Annexure
1.5		Executive meeting minutes	CS	Annexure
1.6		Constitution Rule Review	CS	
7:05pm Office Bearer Reports				
2.0		President Report	CS	Annexures
2.1		Treasurer Report	KS	Annexures
7:15pm Executive Reports				
3.0		Principal Report	JR	Annexure
3.1		Events & Fundraising Exec Report	CS	
3.2		Communications Report	JG	
3.3		Class Representative Coordinator Report	BZ	
3.4		Grounds Report	LM	
7:30pm Committee Reports / Comment				
4.0		Uniform Report	DA	
4.1		Canteen Report	KW	Annexure
4.2		Safety House Report	AL	
4.3		Sustainability and Gardening Report	JR	
4.4		Floreat Dads Report	PA	
4.5		Book Club	TD	
4.6		Book fair	KC	
7:45pm Other Matters:				
5.0		Correspondence	LL	
		General Business		
5.1		2022 P&C Committee	CS	
5.2		Nature Play Project		
5.3		Graduation budget		
5.3		Chandler Ave Traffic Management		
5.4		Kindy Busy Bee Morning Tea		
5.5		Sustainability Fashion Event	EF	
		Next Meeting: AGM Tuesday 8 th March 2022 at 7pm Followed immediately by Term 1 meeting	CS	
	8:30pm	Close of meeting	CS	

AGENDA

1.1 MEETING OPEN

Attendees: Melissa Gillam; Liz Mayhead; David Graieg; Jacquie Georgiou; Deb Angelatos; Annabella Taylor; Kirstie Smyth; Lisa Johnson; Sarah Egan; Rebecca O'Brien; Jane Rowlands; Karen Wilson; Mathew Wright; Mark Walters; Liz Lockett; Claire Shoebridge; Bianca Hayley; Jen Wilding

Apologies: Luke McCarter; Phil Anderson; Ebony Frost; Betty Zhai

1.2 ACKNOWLEDMENT OF COUNTRY

1.3 CONFLICTS OF INTEREST

Karen Wilson can not vote in financial matters relating to the Canteen operation

1.4 MINUTES OF PREVIOUS MEETING

MOTION (CS) That the minutes of the Term 3 Meeting (Annexure A) held on 24TH August 2021 be adopted as true and correct. **Seconded Kirsty. Passed**

1.5 EXECUTIVE MEETING MINUTES

MOTION (CS) That the minutes of the Executive Meeting (Annexure B) held on 13th September be adopted and true and correct **Seconded Jacquie. Passed**

MOTION (CS) That the minutes of the Executive Meeting (Annexure B) held on 20th September be adopted and true and correct **Seconded Jacquie. Passed**

1.6 RULE REVIEW

Members noted rule 24.0 from the 2019 P&C Constitution

2 OFFICE BEARERS REPORTS

2.1 PRESIDENT REPORT (CS)

Members noted the Presidents report. Follows:

Chandler Ave Traffic Management

Melissa Gillam, Emma King and I have been working with the school to develop a resource (**ATTACHED**) and education around the traffic that causes congestion at pick up time each afternoon.

Please take the time to read and share with all members of the household/guardians/babysitters who come to FPPS at pick up time.

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Student councillors are also creating a resource to educate the students on how to be safe around Chandler Avenue at pickup (& drop off) times.

P&C Levies & Contributions

Thank you to all our families who support the P&C by paying their levies and contributions. Our children are the ones who benefit, and it helps the school and its teachers by actioning the to-do list quicker. I am genuinely grateful for the ongoing support of the community at FPPS.

School directory 2022

The format will be different for 2022. Microsoft forms will be utilised as a way to collect information for class contact lists. Will also allow for nomination of class reps. Thank you to David Graieg for helping with the setting up and test runs for the directory.

P&C Emails & cloud based storage

Thank you to Rob Minson who has done a huge amount of work ensuring a smooth transition from one email system to another.

Facebook - discussion

How do we encourage the community to engage with Facebook posts?

Does the FPPS community want the P&C Facebook page to promote holiday activities?

Does the FPPS community want the P&C Facebook page to promote local sporting clubs?

What does the community want to see on the P&C Facebook page?

2.3 TREASURER REPORT (KS)

Members noted: Refer attached as **Annexure C** report and financials as follows

- Treasurers Report
 - 2021 budget and actual YTD
 - P&L November 2021
 - Balance Sheet November 2021
1. Motion: That a transfer of \$40,000 be actioned moving money from the Canteen account to the Telesaver account. **Seconded Jacquie - passed**
 2. Motion: That a transfer for \$10,000 be actioned moving money from the Uniform account to the Telesaver account. **Seconded Jenny Passed**
 3. Motion: That the motion passed allocating \$10,000 funding towards engagement of a Traffic Warden, be rescinded. **Seconded David Passed**

EXECUTIVE REPORTS

PRINCIPAL'S REPORT (JR)

For Noting refer attached as **Annexure D**.

EVENTS & FUNDRAISING EXEC REPORT (CS & JW)

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Members noted

Completed events

- Colour Blast
- Fathers Day stall
- Athletics Carnival Bakesale
- Term 4 Book Fair
- Kindy & PP teatowels
- Art4Cards

Planned events

- Kindy Campout on McLean

Planned fundraisers

- **Singlefile Wine Drive** – place orders by Friday 19 November, using the order form sent out on Connect. Thank you to Bianca Howe, Claire Yow and the Corbett family for co-ordinating and allowing this tasty fundraiser to occur.

Proposed events

- **Year 6 Graduation event**

Motion (CS/LT): Propose a motion that the year 6 graduation celebratory event be a P&C event for 2021 **Seconded Bec. Passed**

Motion (CS/LT) : Propose a motion that the budget (ANNEXURE E) for the year 6 graduation celebratory event be endorsed by the P&C. **Seconded Bec. Passed**

- **Sustainable Fashion fundraiser (EF) 2022**

Motion (EF): Propose a motion that the Sustainable Fashion Event 2022 be a P&C fundraising event. **Seconded Mathew Wright. Passed**

Motion (EF) That the budget of \$3600 (ANNEXURE E) be endorsed for the Sustainable Fashion Event 2022 be endorsed by the P&C **Seconded Lisa. Passed**

- **PP & year 1 Magic Show/Puppet show term 1 2022**

Motion (JW): Propose a motion that the PP/Year 1 Magic and/or puppet show be a P&C event in 2022. **Seconded Bianca. Passed**

Motion (CS) that a budget of \$650 (ANNEXURE E) be approved by the P&C **Seconded Bec O'Brien Passed**

Thank you to the team of volunteers, friends and family who assist with the organisation of an event at the school. The school community is the better for your involvement. I can't name them all, but the conversations I have with members of the community, showcase how lucky we are to have so many people who help out in various capacities throughout the year.

COMMUNICATIONS REPORT (JG)

Nothing to report

CLASS REPRESENTATIVE REPORT (BZ)

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Nothing to report

GROUNDS REPORT (LM)

Nothing to report

COMMITTEE REPORTS

UNIFORM REPORT (DA)

Nothing to report

CANTEEN REPORT (KW)

For Noting: General report Annexure F

MOTION (CS): The canteen debit card terms of reference (**ANNEXURE G**) be updated to reflect the increase in bank balance allowed, from \$500 to \$1000. Seconded Bec. Passed

MOTION (CS): The canteen debit card terms of reference (**ANNEXURE G**) by updated to allow the maximum purchase to be \$400, up from \$250.

Meeting discussed whether \$400 enough agreed to increase to \$500. Seconded Sarah. Passed

MOTION (CS): The canteen debit card terms of reference bank balance and maximum purchase amount will be reviewed at the end of term 1 and end of term 3, when the canteen menu changes. Seconded Jacquie. Passed

MOTION (CS): The thermomix accessories; jug, blade and lid be purchased up to a total of \$400. Seconded Lisa. Passed

SAFETY HOUSE REPORT (AL)

Nothing to report

SUSTAINABILITY AND GARDENING REPORT (JR and SA)

Members noted:

Containers for Change - C10337940 COMPETITION TIME

1. Take your containers to a Containers for Change refund point
2. Use the FPPS P&C code C10337940 to donate money to the P&C
3. Take a photo of your receipt & email it to info@fppspc.com.au
4. Keep an eye out to see if you have won a prize towards the end of term!

Scouts & Containers for Change

Scouts WA can come and collect FPPS Containers for Change, free of charge.

Education for students around what containers are eligible at school and which bins they go in to reduce contamination.

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FLOREAT DADS REPORT (PA)

Nothing to report

BOOK FAIR REPORT (KC)

Nothing to report

BOOK CLUB REPORT (TD)

Issue 8 needs to be home delivered as we can not ensure school delivery before end of school
Rewards from book clubs \$2945 will be spent on reading resources

5.0 GENERAL BUSINESS (CS)

5.1 CORRESPONDENCE (LL)

5.3 OTHER ITEMS

2022 P&C Committee

The members noted:

The 2022 AGM will be held on TUESDAY 8 MARCH 2022 at this meeting all roles are vacated. At this stage we are expecting to need nominations for the following roles:

- President
- Treasurer
- Secretary
- Communications
- General Executive member

Nature Play Project – Co-ordinator/s required

Members discussed the planned nature play project and discussed various ways it could be executed. It was noted that if a volunteer coordinator/s could not be found by the Term 1 meeting it would be recommended that this be outsourced – which will have an impact on budget.

Proposed/draft process

- Research companies who design and install nature-based play
- Scope out other primary schools who have had nature playgrounds installed
- Liaise with primary schools to determine pros/cons of company they used/process they followed
- Present a selection of ideas to year PP,1&2 students to determine what they want in their playground
- Liaise with grounds committee member about busy bees
- Feedback to the P&C committee and meeting

Teacher gifts 2021

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It was noted that as a public school there is a policy in place relating to gifts that teachers can receive. There is a limit of \$99 before a gift needs to be included on the gift registry.

Air quality monitors in class rooms:

Members discussed the likelihood of COVID outbreaks in Western Australia once borders are opened in 2022. In Victoria the state government has provided schools with air quality monitors and filters. It was noted that use of air-condition is a risk factor as air is recycled.

Jane advised she had emailed the Dept of Ed and was awaiting a response.

Members were asked to discuss with members of the school community to gauge support for possibly funding air quality monitors and filters in 2022

App co-funding

Members discussed whether the P&C would be willing to co-fund the app licences required by students for use on new ipads. A one-off fee of \$7500 would cover all students. There was broad support in the room and it was agreed the item would be brought to the Term 1 meeting for further discussion.

Meeting closed 8.42pm

DATE FOR NEXT MEETING:

AGM: 7.00pm TUESDAY 8 MARCH 2022

School Library

Immediately followed by

TERM 1 GENERAL MEETING

7.30pm TUESDAY 8 MARCH 2022