



# Meeting Minutes

## Meeting Details

<b>Meeting Date</b>	Tuesday 10 <sup>th</sup> May 2016
<b>Meeting Commenced</b>	7.32pm
<b>Meeting Concluded</b>	9.30pm
<b>Venue</b>	staffroom
<b>Present</b>	Kim Batina, Michal Haswell, Katie McLeod, Kate Molloy, Lauren Holywell, Sue Park, Chandie Greatwood, Melinda Reid, Michael McLnerheney, Vic Strang, Tash Hawksley, Rebecca O'Brien, Lynette Dias, Monique Jenner
<b>Apologies</b>	Mel Pexton, Kim Latham, Fiona Hyland, Grant Taylor, Angela Churchin, Marissa Rimmer, Emma Smetana, Louise Birbeck, Astrid Bauwers, Pen Hickman, Sam Spiro, Amanda Richie
<b>Next Meeting Date</b>	14 <sup>th</sup> June 2016

## Meeting Minutes

### 1.0 Minutes from Previous Meeting

1.1 Present minutes	Available online and at meeting and previously circulated
1.2 Accept minutes	Motion proposed to accept the minutes of the general meeting held on 22 March was seconded and carried unanimously
1.3 Matters arising from minutes	Matters arising from the minutes were not discussed and carried over to the next meeting.

### 2.0 Office Bearer Reports

2.1 President's Report	<p>Kim Batina presented the president's report in Mel Pexton's absence. The school directory was discussed. Kim explained that the process had changed this year as the P&amp;C relied on the school database for the first time. Kim thanked the volunteers who had worked on the directory and said it was a challenging project that took up a lot of time for a few volunteers. A review of the directory process has been conducted by Lauren Holywell and Narelle Headley with view to determining in 2017:</p> <ul style="list-style-type: none"> <li>• Whether a whole school directory is still relevant and feasible given the size of the school, and,</li> <li>• How to streamline and improve the process.</li> </ul> <p>Other comments noted were that allergies and class reps were not included in the 2016 directory, which will be considered in 2017.</p> <p>Kim Batina noted that Keira Bury had stepped down from her</p>
------------------------	--

## Floreat Park Primary School P&C Association



	<p>role as fundraising coordinator. Kim extended a sincere thank you to Keira. The P&amp;C is looking for a new fundraising coordinator to be a point of contact for all the individuals already signed up to coordinate individual fundraising events.</p> <p>Kim Batina also advised that a coordinator was required for the school disco. Options for the school disco were discussed. Claire Shoebridge offered to assist with coordination, but an overall coordinator is still required. Options for the disco include: conducting it at the bowling club, splitting the years, having fixed price tickets that covers food, drink and glow stick.</p> <p>Kim Batina extended thanks to Tash Hawksley for running the mothers day stall. General discussion regarding the excess stock which will be stored by Tash Hawksley. A motion was approved to reimburse Tash Hawksley for \$440 for stock purchases. Next year also advertise as being for grandparents.</p>
2.2 Treasurers Report	<p>Katie McLeod talked through the budget presented in the agenda. The Art Bar was noted for its success as a fundraiser. To date, 77% of the budgeted voluntary contributions have been collected and</p> <p>Mr McInerherney presented another cheque to the P&amp;C on the evening. The issue of how to spend fundraising money was raised and discussed. Kim Batina presented a motion to conduct a survey with the school community with fundraising options to determine how to spend this year's fundraising money.</p> <p>There was general discussion regarding ensuring it is a beneficial and relevant survey and the P&amp;C Executive will liaise with Susan Easton for advice. There was general discussion regarding using fundraising for educational resources instead of grounds improvement. The P&amp;C confirmed that educational resources are covered in the class cluster wishlists which the teachers are responsible for preparing and the P&amp;C approve.</p> <p>The P&amp;C agreed to conduct a cake stall on the 2<sup>nd</sup> July (federal election).</p> <p>Tash Hawksley reminded the P&amp;C of the bright stars fundraiser, which has raised \$490 to date this year. The P&amp;C receives a 15% commission on all bright stars sales.</p> <p>ELC teatowels will be done as a fundraiser towards the end of the year (the process is to commence in term 3)</p>
2.3 Wishlists	<p>Michael McInerherney presented the teachers wishlists. There was general discussion about using the scholastics bookfair credit money on items in the wishlist. Michael McInerherney confirmed he would ask teachers to review the booklist for items available that may suit their needs before buying from a different supplier</p> <p>Motion approved to spend up to \$7,728 for kindy and PP, with a commitment to review the scholastics booklist before making any purchases</p> <p>Motion approved to spend up to \$4,000 for yr 1 and yr 2, with a commitment to review the scholastics booklist before making any purchases</p> <p>No wishlist items were tabled for years 3 to 6</p>

## Floreat Park Primary School P&C Association



	<p>Motion approved to spend \$5,890 for whole of school wishlist items.</p> <p>Michael McInerherney advised that the school had been successful in securing a \$5,000 grant which had been used on computer infrastructure. There was general discussion on using ipads to teach the curriculum and some concern raised by parents regarding spending all of the P&amp;C infrastructure levy on ipads. Michael McInerherney advised that he had engaged an independent advisor to audit the IT strategy in the school, including the use of iPads. The P&amp;C asked if the parents could be included in the results of the audit and suggested some information sessions would be beneficial to educate the parents on the use of iPads in the classrooms.</p> <p>Motion approved to spend \$23,920 from the infrastructure budget on purchasing ipads.</p> <p>Katie McLeod agreed to find kindy volunteers for the kindy re-paint.</p>
--	--

**Comment [KB1]:** I thought it was \$5000?

### 3.0 Sub-committee Reports

3.1 Fundraising	<p>Design a Brick:</p> <ul style="list-style-type: none"> <li>70 bricks sold on a target of 200. The install will still go ahead independent of how many are sold. We need a minimum of 100 to get free delivery.</li> <li>Some parents haven't received their email regarding what to do after purchasing a brick. Katie McLeod to follow up and email Angela.</li> </ul> <p>Entertainment Book</p> <ul style="list-style-type: none"> <li>Being organized by Fiona Hyland</li> <li>Suggested to go digital when parents purchase as then available on parents phones.</li> <li>Confirmed that \$13 can be donated to the P&amp;C if families don't want the book. This will be communicated</li> </ul> <p>Lapathon</p> <ul style="list-style-type: none"> <li>Date confirmed as Tuesday 14th June.</li> </ul>
3.2 Canteen	<p>Chandie Greatwood spoke to the report. General discussion regarding the roster and Bec Obrien confirmed all requests should go directly to her to avoid double ups. All class reps are to send any roster helper requests straight to her. The canteen committee are going to investigate an interactive online roster.</p>
3.3 Book Club	<p>\$3,000 commission made on most recent book fair sales of \$8,000. After recent spending, there is still \$3,500 to spend on resources for the teachers. P&amp;C to communicate the great book fair results via FB and Tiqbiz.</p>
3.4 Uniform	<p>Report taken as read</p>
3.5 Grounds	<p>Motion approved for the exec to approve the purchase of bike racks for the PP area from the fundraising budget. Kim Latham to be requested to investigate costs and provide the exec with a proposal.</p> <p>P&amp;C agreed to ask yr 1 parents to volunteer to move the mulch</p>

## Floreat Park Primary School P&C Association



	to the yr 1 garden beds.
--	--------------------------

### 4.0 Principals Report

4.1 Principals Report	<p>Mr McInerherney confirmed that there were six new students so far this term with 14 more students to come during the term. Edudance dates confirmed as the 23<sup>rd</sup> June and 27<sup>th</sup> June. Michael McInerherney to confirm if the edudance is in the morning or afternoon.</p> <p>Michael McInerherney confirmed that school board voting was still open until tomorrow.</p> <p>Michael McInerherney asked for volunteers for the Allergy and Anaphylaxis committee.</p> <p>.</p>

### 5.0 Other Matters Raised for Discussion

5.1 Protective Behaviours	<p>Claire Shoebridge tabled the idea of protective behaviours workshops being offered to parents. General agreement by the P&amp;C that this would be a good thing to investigate and offer to parents.</p> <p>Claire to investigate the details of the workshops and provide further details of a proposed workshop to the P&amp;C.</p>
5.2 Traffic Management	<p>Lynette Dias advised that as a type B crossing had been authorized the next step was to find a way to man the crossing, either through a parent roster or a paid position. The P&amp;C agreed that it would be a paid position.</p> <p>Michael McInerherney to investigate who pays and then work with the P&amp;C on placing an advert seeking candidates.</p>
5.3 School Banking	<p>A late agenda item was tabled on the night regarding school banking for students. Generally agreed that it was a good idea.</p> <p>Kim Batina to check with Fiona Hyland to see if she is interested in being involved as she had put forward the suggestion. The P&amp;C will also look for other volunteers to coordinate the scheme. If enough interest we will look at initiating School Banking at FPPS.</p>
5.4 Camping	<p>Tash Hawksley confirmed the below dates for camping:</p> <ul style="list-style-type: none"> <li>• 19 Nov – yr 1</li> <li>• 5 Nov – yr 2</li> <li>• 22 Oct – yr 4</li> <li>• 3 Dec – yr 3</li> <li>• 12 Nov - PP</li> </ul>