



Meeting Minutes

Meeting Details – Special General Meeting

Meeting Date	15 August 2017
Meeting Commenced	7.36pm
Meeting Concluded	9.09pm
Venue	School library
Present	Karen Wilson, Jenny Farrell, Phillida Rodic, Kirstie Smyth, Janine Roets, Mark Walters, Jane Rowlands, Fran Cockerill, Rod Cohen, Kim Latham, Jane Rowlands, Marissa Rimmer, Katie McLeod, Kim Batina, Emma Fuller, Catherine Johnson, Penelope Hickman, Jody Gardiner
Apologies	Michal Haswell, Bec Obrien, Victoria Strang, Kristy Corbett, Karina Wong, Claire Shoebridge, Lisa Church, Claire Haselhurst.
Next Meeting Date	Tuesday 23 rd May

Meeting Minutes

2.0 Minutes from Previous Meeting

2.1 Present minutes	Previously circulated and approved on the evening
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3.0 Office Bearer Reports

3.1 President	<p>Kim Batina thanked the parents, students, fundraising committee and teachers for making the Lapathon such a success. we raised \$16,891 compared to last year's \$6,800.</p> <p>General discussion regarding the amount of fundraising that the P&C. It was noted that the school and P&C has worked at streamlining the volume of fundraising activities and it was also noted that some events, such as the wine drive and disco were offered as community events/services and were not designed to make significant profits.</p> <p>General discussion about doing one major fundraiser in 2018 to fund the Play Space Project which has a two year timeline.</p> <p>Kim Batina thanked Neroli for her time working of the garden beds.</p>
3.2 Treasurer	<p>\$180,230 in the bank.</p> <p>Thank you to Patrice Yong and Gavin Cook for auditing the P&C financial records which has enabled us to keep our charitable</p>



	<p>status. Katie McLeod has submitted a better community grant application in and has asked that if anyone knows of any other grants or can assist with preparing grant applications to get in touch with Katie.</p>

4.0 Sub Committee Reports

<p>4.1 Grounds</p>	<p>General discussion regarding the P&C being responsible for the costs involved in subsequent relocation of any play equipment purchased as part of the current Play Space Project. Jane Rowlands confirmed that the Education Department remained responsible for making good the grounds, however if play equipment moved because the school community chose to move it after the P&C had purchased it, then the P&C would bear that cost.</p> <p>The proposal to replace the reticulation is on hold and may be considered with the pre primary area once building works are completed.</p> <p>Overview of Play Space Project recommendations:</p> <ul style="list-style-type: none"> • Phase One – immediate purchase of an off the rack piece of play equipment to go along side the current playground. There may be an opportunity for students / parents and teachers to vote on the item chosen. Ideally this would be purchased in term 3 for term 4 installation. • Phase Two – immediate purchase of mobile play equipment for access for kids playing in the undercover learning area. For example giant jenga. This would include lockable storage and will be preceded by an audit of current play equipment. • Phase Three – the longer term proposal to build play space to the setback on the boundary of Chandler Ave. This will involve an external consultant.
<p>4.2 Fundraising and Events</p>	<p>Marissa Rimmer thanked Mark Walters for his assistance with the Lapathon, the Holmes family for providing the city to surf sausage sizzle and Tash Hawksley for her historical dedication to the mothers day and fathers day stalls.</p> <p>Marissa Rimmer requested anyone who wants to organize the Melbourne Cup to speak to her or Claire Hutchinson. Without an organizer this event will not go ahead.</p> <p>There are a range of prizes that have been donated by local businesses this year. The P&C is going to raffle these off with prizes drawn at the Athletics Carnival.</p> <p>General discussion regarding the edudance as the location or format may have to change next year to cater for larger student numbers. A small group will meet to discuss options for 2018.</p>

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	\$2702 commission has been made from the sale of 193 entertainment books.
4.3 Canteen	The canteen will be closed on the day of the Athletics Carnival 6 September. A motion was proposed and carried that the P&C approve the purchase of a commercial grade toasted sandwich maker, purchased on 7 th August 2017 for the cost of \$932 to replace a broken machine.
4.4 Scholastics	The Book Fair will be held in term 4 and therefore will NOT coincide with the learning journey this year.
4.5 Uniform	Phyllida Rodic noted that the marginal increase in retail prices was due to supplier increases that had been passed on. The kindy t-shirt will be available via the canteen online ordering system.
4.6 School Banking	Total commission earned year to date is \$1535.65, which is three times the original estimate of \$500. Penelope Hickman confirmed that the school only receives commission for deposits made at the school and thanked the school for taking the time to acknowledge student savers at the assembly.

5.0 Principal

5.0 Principal	Jane Rowlands thanked Rod Cohen, Stephen Godden and Mark Walters for looking after the school so well in Jane's absence. General discussion regarding year 6 configurations and the parent desire to not have a 5/6 split. Jane Rowlands confirmed the school would be accepting kindy kids into pre-primary who are out of catchment but have older siblings already at the school. Jane Rowlands confirmed the school would not take any new families out of catchment.
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6.0 Other Matters

6.1 Traffic Warden	Kim Batina spoke about the traffic warden and advised the police crossing unit had provided a recommendation to Cambridge council on what road upgrades were required to make a crossing safe for students, parents and the traffic warden. Kim Batina has formally requested the police crossing unit consider the additional natural crossing by McLean oval which is likely to become even busier in 2018 and has no road aids to help make crossing easy.
6.2 Covering of Books	Kim Latham queried why parents were continuing to be requested to cover books even though it was environmentally

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6.3 Safety House	unfriendly. Jane Rowlands advised she was going to investigate. Fran Cockerill advised that there was a safety house day coming up which would be promoted around the school. There was general discussion about making a map of safety houses available to students.
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7.0 Funding Approved

A motion was proposed and carried that the P&C funds up to \$70,000 for the purchase and installation of play equipment for Phase 1 of the Play Space Project to be spent by the end of Term 4 2017.

A motion was proposed and carried that the P&C funds up to \$6,000 for the purchase and installation of play equipment for Phase 2 of the Play Space Project to be spent by the end of Term 4 2017.

A motion was proposed and carried that the P&C contributes \$15,000 to the school, to go towards the funding of air conditioners for the new Pre-primary building, to be spent by the end of Term 4 2018.

A motion was proposed and carried that that the P&C contributes \$11,088 to the school, to go towards the cost of painting the inside of the Kindy building, to be spent by the end of Term 4 2017.

A motion was proposed and carried that the P&C contributes \$4,848.21 per quarter to the school for 3 years towards the lease of 50 laptops and 2 charging station trolleys, commencing in Term 4 2017.

A motion was proposed and carried that the P&C contributes \$5,580 to the school, to fund the purchase of Robotic kits for the STEM program, to be spent by the end of Term 4 2017.

A motion was proposed and carried that the P&C contributes up to \$20,000 to the school, to go towards the transformation of the existing computer room into a makerspace/STEM lab, to be spent by the end of Term 4 2018.