



General Meeting Agenda

Meeting Details

Date	Monday 29/10/2018
Time	7.30 pm
Venue	School Library, Chandler Avenue

Agenda Items

Item	Topic of Discussion	Paper/Report
1.0	Open meeting, welcome and apologies	
2.0	Minutes from previous meeting	
3.0	Office Bearer Reports	
3.1	President's Report	Report Below
3.2	Treasurer's Report	Report Below
4.0	Sub-committee Reports	
4.1	Social and Fundraising	Report Below
4.2	Scholastic Committee	Report Below
4.3	Canteen	Report Below
4.4	School Banking	Report Below
4.5	Safety House	Report Below
4.6	Uniform	Nothing to Report
4.7	Sustainability	Update at meeting
5.0	Principals Report and business plan update	Report Below
6.0	Other Matters Raised for Discussion <ul style="list-style-type: none">- Request for funding 1: Cyber Safety Parent Workshop- Request for funding 2: Sick Room Sheets	See below for details
	Attachment 1: financial summary	



3.1 Presidents Report

Highlights

As I write this report, I realise there are less than 7 weeks left until the end of the school year! I know this time will fly by, as the first few weeks have been super busy for the P&C.

Preparations for the Year 6 Graduation are well under way and I know the year 5 parent volunteers are planning a special morning tea for the graduates and their families. It's a momentous occasion for the year 6 families, especially those whose eldest is graduating, bringing their journey at FPPS to an end. Along the way, special friendships would have been made and will continue, which is what is so wonderful about our parent community. I wish all Year 6 students and their families a memorable and joyous time through the graduation celebrations. I would also like to thank the Year 5 Class Reps and parents who are helping, or will be contributing, to the graduation morning tea.

We have just closed the Art4Cards orders and we are all eagerly awaiting the products to arrive with the students artwork. Thanks you to Alexis Matthews for coordinating this fundraising activity.

Last week we said farewell to Mrs Cousins, who retired after 26 years teaching at FPPS over a 41 year teaching career. The school held a lovely assembly for her with very entertaining and impressive presentations by the children. The P&C ran a collection to present her with a gift, which she was very grateful for. Thanks to Cat Johnson for organising this.

The Banksia (our Yearbook) is almost ready for publication! Thank you to Janine Roets, Emma Fuller and Mr Walters for their work on putting this together.

The Halloween Disco is busily being planned and about to be set up. It's a great event for the children and I know they are really excited. This event is a social activity and made possible by the volunteers who have coordinated, set up and attend the disco. Thank you to Claire Shoebridge, Monique Jenner and Jonelle Irving who the bulk of the organising and to all the parents who have put their hand up to help with other tasks on the day.

P&C Calendar

- Book Fair Friday 9th November 2018
- Kindy Orientation Saturday 24th November 2018
- EOY School Concert Thursday 29th November 5pm
- Family Movie Night and Sundowner Saturday 16th February 2019
- P&C AGM Tuesday 26th February 2019
- Art Bar 2019 Saturday 23rd March 2019
- P&C General Meeting to present budget and general business Tuesday 26th March 2019



Succession Planning

I'd like to take this opportunity to thank all of the committee volunteers for your incredible efforts this year in your roles on the P&C. It's hard to get volunteers especially as most parents work these days, so we really appreciate your generosity. We're now in term 4 and the end of the school year is fast approaching so we need to start thinking about succession planning for 2019.

The P&C Annual General Meeting (AGM) is planned for Tuesday 26th February 2019 (week 4). At the AGM, the current incumbents stand down and the new incumbents are nominated and officially step into their positions. We always try to go into the AGM with nominations for each role already determined to avoid awkward callouts for volunteers! We welcome anyone who would like to retain their position and have been in contact with the volunteers to determine their intentions for next year. Attached is a draft Succession Planning list with nominations that we are aware of. If you would like to help out in any of the roles, please let us know. In particular, we are looking for more people to assist with School Banking and the Uniform Shop.

As for myself, I will be stepping down from my position as P&C President at the AGM and will not be nominating myself to continue with this role. I have been President for 2 years, and Vice President for 3 years before that, so I'm ready for a rest! Emma Fuller, our current Vice President, is also stepping down, and quite possibly Toni Blundell, our Treasurer, so we will be looking for new leaders for the P&C next year. We need all 4 Office Bearers to be filled to be constitutional (and effectively remain 'open' - including all services such as Canteen and Uniform Shop), so I'm hoping we get some keen parents who would like to take on these roles. Our Secretary Troy Sinclair is happy to be nominated again next year. I extend a big thank you to all of the committee members I've worked with over the last 5 years for their encouragement and support, as well as Andrea Lam and Justine Burnett (Board Chairs), Board members, Jane Rowlands, Mark Walters and Rod Cohen.

The role of President can get quite busy, so it would be ideal for someone who is having a break from work, or working part-time. We would really love to see parents from the younger year groups step into some of the vacant positions too. If anyone would like to learn more about any of the Office Bearer roles, please let me know. You can contact me on 0413 441 321 or president@fppspc.com.au.

Kim Batina

President

Floreat Park Primary School P&C Association



2019 Succession Planning

Current incumbent	Position	2019 Nominations	comments
Exec Members			
Kim Batina	President	vacant	
Emma Fuller	Vice president	vacant	
Troy Sinclair	Secretary	Troy Sinclair	
Toni Blundell	Treasurer	vacant	may be available
Simone Naoum	Communication / Executive member	Simone Naoum	
vacant	Silent Exec Member		
vacant	Exec member - grounds		
vacant	Exec member - fundraising / class coord		
vacant	Exec member - fundraising / class coord		
Committee Members			
Pen Melis	Class Rep Coordinator	Pen Melis	
Bec O'Brien	Canteen	Bec O'Brien	
Victoria Strang	Book Club	Victoria Strang	needs someone to succeed her 2020
vacant	Book Fair Coordinator	vacant	
Anna Leshchinskaya/Rybek	Safety House	Anna Leshchinskaya	
Janine Roets	Sustainability Committee	Janine Roets	
Troy Sinclair	Sustainability Committee	Troy Sinclair	
Phillida Rodic	Uniform	vacant	
Claire Haselhurst	Uniform	vacant	
Lisa Church	Uniform	vacant	
Amanda Herbert	School banking coordinator	vacant	
Emma Falconer	School banking coordinator	vacant	
vacant	School banking coordinator	vacant	
Special Duties			
vacant	Art cards and calendars	Emma Fuller	
Alexis Mathews	Art cards and calendars	Katie McLeod	
vacant	Classroom Garden Coordinator	vacant	
vacant	Second hand/lost clothing	vacant	
Bec Obrien	Sick room coordinator	Bec O'Brien	
Claudia Cooper	Sick room coordinator	vacant	
Emma Fuller	School Directory	Emma Fuller	
Emma Fuller	Banksia Cooriantor	Janine Roets	
Gemma Ward	City to Surf Coordinator	TBA	
Coralie Sala Tenna	Mothers & Fathers Day Stall Coordinator	Coralie Sala Tenna	
Patrice Yang	Auditor	TBA	



3.2 Treasurers Report

Date	29/10/2018
Prepared By	Toni Blundell

Update and Key Activities

As at the date of this report approx. \$75,600 had been received from the school in voluntary contributions representing 81% of the student population. Recovery of Infrastructure Levy is also at 81%, being approx. \$50,500. The budget assumed recovery rate of 88% for both the voluntary contributions and Infrastructure Levy.

Cash at bank as at the date of this report is \$210,085.20, of which \$18,854 is held by the P&C on behalf of the canteen in a Savings Account

Financials –see attachment A



4.0 Sub-committee Reports

4.1 Social and Fundraising Events

Art Bar 2019 – Update, Amy Toohey (0401130506 chrisandamytoohey@gmail.com)

Discussions and planning is continuing for the Art Bar event on **Saturday, 23rd March 2019** (end of Week 7, Term 1 2019).

Any interest in volunteering/ event sponsorship/ prize donation, please get in touch.

A rough initial budget has been prepared as attached. Could the P&C please approve for organisers to commence incurring expenses for later reimbursement.

2019 Art bar indicative budget Oct 2018	Budget Outgoing	Budget Incoming	Budget Profit
Student Art			
Art supplies	-1,500		
Student art sales		8,500	
Bar			
Fridge truck	-400		
Ice	-150		
Glass/plasticware/misc	-300		
Licence application fee	-150		
Bar Manager hire	-300		
RSA course refunds	-100		
Alcohol costs	-5,000		
Alcohol sales		11,000	
Raffle			
Raffle prizes	-500		
Raffle ticket sales		1,500	
Decorations			
Bar tables, candles, lighting	-1,000		
Music			
Band/PA	-500		
Food			
Catering (if applicable - TBC)	-4,500		
Set Up			
Art display (anticipated donation by H Hemery)	0		
Skip bin hire (anticipated donation by Veolia)	0		
Misc	-500		
Fundraising /Marketing			
Misc	-100		
Admission ticket sales (based on 300 at \$30)		9,000	
	-15,000	30,000	15,000

Halloween Disco – Claire Shoebridge

Update to be provided at the meeting on the event and any feedback is welcome



4.2 Scholastic Committee

Date	Wednesday 17 th October 2018
Prepared By	Victoria Strang

Update and Key Activities

Book Club Issue 5 was processed on 3rd August and issue 6 was processed on 3rd September, with orders totaling \$1599.00 and \$1273.50 respectively. This generated a combined total of \$574.50 in commission rewards for the school. Issue 7 is due to be processed on Friday 26th October. Thank you to FPPS families for their continued support of Book Club.

Our next **Book Fair** is to be held next month on **FRIDAY 9th NOVEMBER** in the UNDERCOVER AREA. Please contact me at dam.vics@gmail.com if you are interested in helping with fair organisation, set up, colouring competition judging or – and most importantly – helping run the fair on the day. Any offers of assistance will be greatly appreciated!

REWARDS SPENDING:

Minimal rewards spending – one book for the STEM department and a few miscellaneous classroom resources for year 3.

Current rewards balance: **\$675 to spend.**

We are hopeful that the fair will generate a significant financial reward for the school and will consult with teaching staff and management to plan the strategic spending of these funds. Details will be provided in due course.

Recognition and Thanks

A big thank you to my kids – Amelie and Billy Strang who have helped considerably with collating and delivering Book Club brochures, frequently lugging boxes to and from my car and also with unpacking, sorting and distributing book orders!

Many thanks to all families who are trying out or continually supporting Scholastic Book Club and Fairs – treating your children is having a very positive impact on the school's literacy funds!



4.3 Canteen

Date	22 October 2018
Prepared By	Rebecca O'Brien

Update and Key Activities

Term 4 dates

- Pre Primary visits – Pre Primary students will be welcome to come to the counter at the canteen at lunchtimes (not recess) from week 5 onwards.
- Package Free Friday – week 6 (16 November)
- Staff function **Monday 29 October** CANTEEN CLOSED ALL DAY
- Melbourne Cup– **Tuesday 6 November** – CANTEEN CLOSED ALL DAY
- Year 6 Graduation–**Wednesday 12 December** - CANTEEN CLOSED ALL DAY

Menu: Our menu has changed for this term and the daily specials are:

- Monday – pizza
- Tuesday – hamburgers and yummy drummies
- Wednesday - no daily specials; all sandwiches, wraps, rolls and salads available
- Thursday – roast chicken drumstick with corn cob and baked potato
- Friday – pies and sausage rolls

Staff Changes

This is the last term in the Snack Shack for Fran Cockerill who is leaving at the end of 2018 after six years of passionate and dedicated service to the school canteen. She will be missed by all and we thank her for enormous contribution over this period. Discussions have commenced with P&C executive about staffing requirements for 2019.

Miscellaneous

Freezer / fridge has been serviced recently and we are mindful of the need to monitor this vital piece of equipment as we approach the warmer months.

Financials as at 30 September 2018

Income	\$67,733
Expenses	\$64,826
Profit	\$2,907

Items Requiring Approval

Nil



4.4 School Banking

Date	17/10/2018
Prepared By	AMANDA HERBERT

Contributions

For the third quarter this year, the Dollarmites club raised \$159.50 with \$14.50 GST which was deposited to the P&C.

Program Processes

During Term 3, the Commonwealth Bank contacted Amanda Herbert in regard to new processing requirements as a result of new privacy laws introduced into the banking system. It was requested that all transaction processes and records to be kept on site. Amanda consequently had a meeting with Mrs Jane Rowlands and Mrs Sue Morgan to discuss how these processes may impact the program and the school. With sincere thanks, Mrs Rowlands and Mrs Morgan offered an area to store the deposit slips and a place to conduct the electronic transmissions to the bank. Sincere thanks are also given to Ms Jodie Barnes for her continued support of having school banking in the library every Wednesday morning.

General business

As previously noted, the current coordinators will be stepping down at the end of Term 4, 2018. It was hoped that new coordinators would come forward during the term to enable a smooth hand over of the banking program. As yet, only one parent has indicated that they would be willing to assist, however at this stage they are unsure if they are able to commit to every week.

As the vast majority of the contributions come from the junior school, it would be reasonable to assume that parents from this area of the school may want to be involved. It provides an opportunity for younger students to successfully and safely handle real money with rewards which are tangible rather than for the sake of saving. The coordinators will continue to promote community involvement for the program to continue in 2019.

At the end of last term, we saw an increase of parents handling the money on behalf of the students. The savings program offers a 'grassroots' approach for children to learn about banking and depositing. We strongly encourage students to do their own banking; from completing slips (with assistance to ensure the information is correct) through to meeting and handing over the bank books and money. It is this aspect which the students enjoy, particularly when they have earned a prize.



4.5 Safety House

Date	22/10/2018
Prepared By	Anna Leshchinskaya

Update and Key Activities

Last Term we have had a number of successful activities with the support from Mr Cohen and Mr Walters, and from the P&C:

- 1) The Assembly on September 14th where Mr Cohen was speaking about the program, supported by the yellow house IMA costume with the help of some Year 6 students.
- 2) The fun and entertaining Safety House Show on September 21st for the students in Pre-Primary to Year 4, funded by the P&C.
- 3) The Art competition run both interschool and within the school. The interschool one was run across the whole state and Floreat Park School is extremely proud to have two winners in their group competition. Congratulations to Sophie Cairns (Year 3) and Megan Lam (Year 6) for the winning \$50 Cash Prizes.

Each student has also received the individual Certificates of Participation with the return of their artworks. The school itself has received a merit certificate from the SH WA which was framed and proudly hang in the hall

- 4) The Child & Parent Handbooks were distributed to all the students to enhance the safety messages through puzzles and games, and to get familiar with the Safety Houses location map in Floreat.

This Term we are continuing to work on the child safety messages in cooperation with the Safety House WA Inc. Thanks to the support from the Town of Cambridge, the school is offering Safety House Contact Number Cards to all the students free of charge. The Flexibuzz post has been sent last week.

Apart from that, there is always an ongoing communication with the SH residences as to the compliance issues and updating the register in case of the changing family situation.

4.6 Uniform

Nothing to report

4.7 Sustainability

Update to be provided at the meeting



5.0 Principal's Report

Enrolments and absences

Enrolment numbers for 2019 are sitting at 603 (compared to 622 we received funding for at the February census this year). Schools are funded on the number of enrolments at each level and any specific student characteristics (e.g. special education needs; English as an additional language or dialect; social disadvantage).

Year	K	PP	1	2	3	4	5	6
2019	79*	60	80	74	78	89	80	63
2018	68	79	76	81	91	82	65	80

Initial plans for classes are as follows:

	K	PP	1	2	3	4	5	6
Class	4 groups	2 plus one split PP/1	3 plus the split PP/1	3 classes	Either 3 or 4 classes	3 classes	3 classes	2 classes

(20 or 21 mainstream classes; 2018 we have 22 mainstream classes)

Student Centred funding model - Per student funding for 2019:

Year	K	Pre-primary	Years 1-3	Years 4-6
Student base allocation	\$4 798	\$ 8 224	\$8 224	\$6 853

(The notional salary for one teacher is \$112 163; this is not what teachers receive as salaries relate to length of service and experience; it is what schools are charged).

Points of note:

- * 18 students are from within the Wembley PS catchment and will form one group. These students will not progress through Floreat after 2019 unless families move within our boundary.
- Although we have 19 less students, the different profile will result in \$152 663 less income from 2018.
- Ten more students are in kindergarten. Kindergarten students attract less per capita funds as they only attend part time.



4. Our largest cohort (Year 3 2018 moving into Year 4 2019), will attract
\$1 371 less per student
5. The smallest cohort (Pre-primary) is in an area that attracts the most per capita funding.

We have drawn the community's attention to our class placement policy through the newsletter.

Learning Journey Term 4

96% of students had parents attend the Learning Journey this year. In 2017 attendance was 96% and 93% in 2016.

Athletics Carnivals

The Faction Carnival was hugely successful and we received very good feedback from the students and community on the day. Thanks to the P&C for a great cake stall. Our interschool team came 2nd to Wembley.

Speak Up

This year we have given public speaking a higher profile in the curriculum in Year 6. All students had to present a speech to their peers. The best ones were given specialist coaching by Juliet Park who is involved in Rostrum Voice of Youth and the WA Debating league. One of our speakers reached the semi-finals of the state 'Speak Up' competition. Another was runner up in the final of the Rotary competition. We are now moving into debating season and have entered the Town of Cambridge debate next month.

Town of Cambridge Art exhibition

2018 was another hugely successful year for Floreat Park, carrying off 9 of the 17 awards in this annual event. This is testament to Mrs Kettell's excellent program.

Shade Sails

We have made several enquiries on the status of the Shade Sail application submitted to the Department with the response that the final decision is still with the Minister.



In lieu of this and the fact that we will be going ahead with the project anyway, we have begun liaising with Programmed and forwarded the quotes we have received in order to get this project completed ASAP.

Traffic Survey Data

The Board have been supporting and working through our Chandler Ave crossing conundrum. Kim Batina attended a meeting with the Town of Cambridge (TOC), Board members and me last term and as a result the following communication was received from the TOC.

It was agreed at the Board meeting on 23 October that we pursue a Type A crossing close to the early childhood entrance to the school and request that the driveway to MacLean Oval be closed off so that vehicles cannot park or turn in that space. I have contacted the TOC to inform them of this and ask about to progress our 'next steps'

Communication from the Town of Cambridge: After a meeting at Chandler Ave 24/8/18 on site with Mayor Shannon, Cr Everitt and FPPS the following traffic data was collected.

Mon 3 September 2018	243	289
Tuesday 4 September 2018	245	309
Wednesday 5 September 2018	238	306
Thursday 6 September 2018	235	311
Friday 7 September 2018	254	289

Chandler Ave East of Ulster Rd; West of Howtree Place vehicles between 8-9am

Monday 3 Sep 2018	204	212
Tuesday 4 Sep 2018	246	233
Wednesday 5 Sep 2018	161	197
Thursday 6 Sep 2018	186	195
Friday 7 Sept 2018	167	208

Chandler Ave East of Ulster Rd vehicles between 3-4 pm West of Howtree Pl
vehicles between 3-4pm

The criteria for a Type A School crossing is below.

In short grounds for an appeal to the Children's Crossing unit could be considered.



The School may need to rationalise and possibly close of the gate at the pre-primary western end so that the designated crossing point is more attractive and effectively captures the pedestrians. The location was identified as suitable last year between the School, The Children's crossing unit, Main Roads WA and the Town which is why works were carried out with the installation of posts, footpaths, cross walk lines in car park and pram ramps.

Type A crossing - Warrant Criteria Information Sheet

Pedestrian numbers and vehicle numbers

The warrant criteria for a children's crossing are contained in the Main Roads WA publication *Planning and Designing for Pedestrians: Guidelines* (version 4 dated 30 November 2011). Generally, the warrant criteria of minimum student pedestrian numbers and vehicle numbers must be met for an application for a new Type A children's crossing to be viewed favourably by the Committee; however environmental factors, risk factors and local conditions will also be considered by the Committee. Therefore, it is in the best interests of the applicant to advise the Children's Crossings Unit of any specific factors the Committee should consider in relation to an application for a new children's crossing.

Primary school

For a primary school, a minimum of 20 students and a minimum of 200 vehicle movements through the crossing point in the hour immediately before school starts and in the hour immediately after school finishes.

Primary school only	
Minimum number of students	Minimum number of vehicles
20	200

Table 1: Student and vehicle numbers required to meet the Type A warrant criteria for a primary school

Workforce changes – Term 4

Mrs Deb Morison will complete the year working alongside Mrs Janis Boyce in Year 4 following the retirement of Mrs Sally Cousins.

Mrs Penelope Hickman and Mrs Susannah Le Messurier have taken over Mrs Farley's class as she has begun her maternity leave. Milla Farley was born last week!

Funding requests

A retrospective application for the parent cyber workshop held on 9 October has been submitted.

Kim, Troy and I had a meeting last week and decided that any excess funds would be carried over, in particular in the infrastructure budget to cover approved lease



payments for laptops in Term 1. Sue Morgan and Toni will meet to finalise all funding for this year.

Personal items lists

These have been approved by the Board and are available on the website for parents to make the most of early bird offers. This was publicised in the newsletter and through a Flexibuzz.

Disco

The disco will have been held by the time of the meeting so we can provide verbal comment at the meeting.

We have been working with the committee on the organization which is similar to last year with a few slight adjustments that we hope will make the evening run efficiently.

End of year concert

This will be held on Thursday 29 November 5 – 7pm on the oval. BYO picnic. The P&C are considering having food for purchase after the concert which we are looking to hold between 5.30 – 6.30pm. Students will perform a song with their buddy class. The evening is planned to be low-key affair. The aim of the concert is an opportunity to bring the community together before the end of the year.

School Development Days 2019

Tuesday 5 March (after the long weekend)

Tuesday 4 June (after the long weekend)

Friday 15 November

These have been ratified by the Board.

Cyber Incident

On 14 September I sent out the following communication to the community via Flexibuzz:

It has been brought to my attention that a 'Google Images' safety glitch has impacted on the safety of a few students accessing the internet at school.

Floreat Park Primary School P&C Association



I have brought this matter to the attention of the Department of Education and on behalf of the Department, I apologise for the implications this may have had on some children.

The Department strives to have good security processes in place to protect students and staff from accessing inappropriate content, but unfortunately, with the rapidly changing face of the internet it does create challenges for school communities, parents and the Department.

I can confirm that the following steps have been taken:

- The Department's ICT team has rapidly developed an interim solution to address the technical issues involved and is fast tracking a permanent fix for us to overcome this Google safety glitch.*
- We have removed all mobile devices from classrooms until we have been assured that this glitch has been rectified.*
- As a school we are also reassessing our processes to ensure that such an incident cannot happen again.*
- All school staff have been reminded to increase their awareness, as much as practicable, of what students are doing when using ICT.*
- We will begin the protective behaviours curriculum next week. This is usually taught across the school in Term 4.*
- We are ensuring adequate supervision and communicating with students and parents in relation to internet usage protocols.*
- We had already planned an internet safety talk for parents late next term and will see if we can bring this forward.*
- Students across the school will be reminded (at an age appropriate level) of the correct protocols for ICT use, as well as referencing the Technology Contract*
- We have been provided advice around best practice in managing conversations with children should they initiate any discussion on the matter. This has been shared with staff and we will be happy to share this with parents who may wish to access this information. I have attached some helpful links below in relation to general internet access.*

I would like to thank you for your continued support and for your understanding and patience in this particular matter. If you have any further concerns please don't hesitate to contact me.

I will update the P&C on the progress of these actions at the meeting.

Thank you all for your support.

Jane Rowlands



6.0 OTHER

Request for P&C Funding 1

Request Details

Summary of Request	Parent education session
Prepared By	Jane Rowlands
Request Date	24/10/2018
Date Funds Required	When approved
Amount Requested	\$590
Learning Area	Technologies; ICT Capability
Year Level/s	All

Describe what you would like to purchase with the funds requested

This is a retrospective funding request for a parent workshop delivered by ySafe. ySafe is certified under the Office of the eSafety Commissioner to deliver cyber safety education programs.

The workshop presented a multidisciplinary approach to cyber safety education and management and digital citizenship education. The presenter Jordan Foster is a Child and Adolescent Psychologist and CEO and founder of ySafe. The presentation was compiled with input from law enforcement experts and educators who specialise in cyber safety and social media.

Describe how this will benefit the school and/or children

Parents and school communities face challenges regarding children's online activities and the rapidly rising prominence of technology related developmental and behavioural issues.

The workshop upskilled participants in harnessing the positive elements of technology, while exploring practical, easy –to-implement strategies to minimise negative online experiences.

Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

The school is funding a teacher workshop covering what is presented in the parent workshop with the additional lens of school and classroom practice.

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

Attached is the invoice. (Please note this includes the cost of the teacher workshop that the school is covering)

60 parents registered for the event; 27 attended. Feedback was extremely positive with one parent stating, 'This should be compulsory for every parent.'



It is recommended that another be organised during Term 1 2019.

Request for P&C Funding 2

Request Details

Summary of Request	New Sheets for the Sick Room
Prepared By	Bec O'Brien
Request Date	24/10/2018
Date Funds Required	When approved
Amount Requested	Up to \$100
Learning Area	Admin
Year Level/s	PP-6

Describe what you would like to purchase with the funds requested

The Sick Room is in need of new sheets for the beds, as the current ones are very old and worn. There are 2 beds, and each bed should have 2 sets.

Describe how this will benefit the school and/or children

Fresh sheets might make the kids feel better and go back to class.

Has some of the cost been funded by other means (school reserve/grant/DoE etc) and if so, please give details

No

Is there anything else we need to know to support the request? Please attach any supporting documents/quotes.

No

Appendix A – Financials

Floreat Park Primary School P&C

Summary of Income and Expenditure as at 28 Oct 2018

	2018 Budget		2018 Actuals		Variance to budget	Available Funds	Comments
	Income	Expenditure	Income	Expenditure			
Cash Balance Carried Forward at 31/12/2017	\$ 129,415		\$ 129,415				
relating to prior yr Voluntary Contributions to be spent in 2018	-\$ 14,478		-\$ 14,478				
relating to prior yr Infrastructure Levy to be spent in 2018	-\$ 4,976		-\$ 4,976				
relating to prior yr Fundraising Projects to be spent in 2018	-\$ 98,909		-\$ 98,909				
	\$ 11,051		\$ 11,051				
Voluntary Contributions							
Voluntary Contributions Collected Current Yr	\$ 82,236		\$ 75,601		-\$ 6,635	\$ 75,601	Budget based on \$150*623*0.88. Advised final student numbers were 622
2017 Cash Balance brought forward	\$ 14,478		\$ 14,478		\$ -	\$ 14,478	81% of voluntary contributions received to date
Recovery of Costs re: Canteen and Uniform Bookkeeper	\$ 3,850		\$ 1,409		-\$ 2,441	\$ -	
	\$ 100,564		\$ 91,488				
P&C Running Costs							
Bank charges	\$ 20		\$ -		\$ 20	-\$ 20	
Banksia 2018	\$ 5,500		-\$ 179		\$ 5,679	-\$ 5,500	
Class Cooking (\$30/class)	\$ 780		\$ -		\$ 780	-\$ 780	
Class Reps Coffee	\$ 100		\$ -		\$ 100	-\$ 100	
Banners	\$ 1,500		\$ -		\$ 1,500	-\$ 1,500	
Gardening Allowance	\$ 1,000		\$ -		\$ 1,000	-\$ 1,000	
Yr 6 Graduation 2018	\$ 2,000		\$ -		\$ 2,000	-\$ 2,000	
Stay and Play	\$ 200		\$ 165		\$ 35	-\$ 200	
Sundowners	\$ 1,000		\$ 178		\$ 822	-\$ 1,000	
Dropbox	\$ 50		\$ -		\$ 50	-\$ 50	
Chaplain Allowance	\$ 600		\$ 600		\$ -	-\$ 600	
Safety House WWC Reimbursement	\$ 100		\$ -		\$ 100	-\$ 100	
Web hosting - domain name & email addresses	\$ 200		\$ -		\$ 200	-\$ 200	
MYOB Essentials	\$ 300		\$ 264		\$ 36	-\$ 300	
WACSSO	\$ 1,200		\$ 1,123		\$ 77	-\$ 1,123	
Other P & C Expenses	\$ 1,500		\$ -		\$ 1,500	-\$ 1,500	
Bookkeeper (\$35 x 10hrs per mth x 11mths)	\$ 3,850		\$ 1,409		\$ 2,441		\$
School Triphies and Ribbons	\$ -		\$ 2,000		-\$ 2,000	-\$ 2,000	Approved AUGUST 2018 P&C
Type B Traffic Warden (Starting Term 2: 1.5hours * \$25 * 29 wks * 5 days/wk)	\$ 5,438		\$ -		\$ 5,438		likely spend is now zero
	\$ 25,338		\$ 5,560				
Targeted Initiative Funding from Voluntary Contributions as follows:							
Bounce Bank	\$ 1,600		\$ 1,600		\$ -	-\$ 1,600	Approved March 2018 P&C
Kindy Outdoor Play Toys	\$ 5,679		\$ 5,091		\$ 588	-\$ 5,679	Approved March 2018 P&C
Pre Primary Grounds - Kerbing, Play Equipment	\$ 1,370		\$ 770		\$ 600	-\$ 1,370	Approved March 2018 P&C
Bike Racks Pre-primary	\$ 1,591		\$ 1,591		\$ -	-\$ 1,591	Approved 2018 AGM
Retic School Oval	\$ 18,000		\$ 18,000		\$ -	-\$ 18,000	Approved March 2018 P&C
Stem Equipment	\$ 16,516		\$ 16,516		\$ -	-\$ 16,516	Approved March 2018 P&C
Flexible Learning Space Yr6s	\$ 20,000		\$ 8,351		\$ 11,649	-\$ 20,000	Approved May 2018 P&C, capped at no more than avail funds
Safety House Drama Performance	\$ 300		\$ 300		\$ -	-\$ 300	Approved AUGUST 2018 P&C
Bike Ed Program	\$ 3,000		\$ -		\$ 3,000	-\$ 3,000	Approved AUGUST 2018 P&C \$1675 or \$3000 if grant unsuccessful
Long Jum Pit	\$ 145		\$ -		\$ 145	-\$ 145	Approved AUGUST 2018 P&C
Undefined Initiatives	\$ 7,026		\$ -		\$ 7,026		
	\$ 75,227		\$ 52,220				
	\$ 100,564	\$ 100,564	\$ 91,488	\$ 57,780		\$ 3,905	
Infrastructure Levy							
2017 ICT Balance brought forward	\$ 4,976		\$ 4,976		\$ -	\$ 4,976	
Infrastructure Levy Current Yr	\$ 54,824		\$ 50,509		-\$ 4,316	\$ 50,509	81% of infrastructure Levy received by the school
	\$ 59,800		\$ 55,485				
ICT Projects as follows							
Laptop leasing years 4-7	\$ 18,204		\$ 13,653		\$ 4,551	-\$ 18,204	Approved 2017
Laptop leasing from term 3	\$ 8,399		\$ 4,164		\$ 4,235	-\$ 8,400	Approved May 2018 P&C, future yr commitments (\$51,847 less \$8,399 FY2018 spend)
Ipad Purchase	\$ 12,593		\$ 12,060		\$ 533	-\$ 12,593	Approved May 2018 P&C
Undefined Initiatives	\$ 20,604		\$ -		\$ 20,604		
	\$ 59,800		\$ 29,877				
	\$ 59,800	\$ 59,800	\$ 55,485	\$ 29,877		\$ 16,288	Targeting c/fwd \$8k to 2019
Fundraising and Other Project Costs							
2016 Balance brought forward - play space improvements	\$ 42,909		\$ 42,909		\$ -	\$ 42,909	
2017 Fundraising and Project Costs Balance brought forward	\$ 56,000		\$ 56,000		\$ -	\$ 56,000	
Fundraising and Social Events (net profits)							
Entertainment Book	\$ 2,800		\$ -		-\$ 2,800		
Major Fundraiser (Art Bar ??)	\$ 10,000		\$ -		-\$ 10,000		
Lapathon	\$ 15,000		\$ 15,349		\$ 349	\$ 15,349	
EduDance DVD	\$ 500		\$ -		-\$ 500		
Art for Cards/Kindy Tea Towels	\$ 7,000		\$ -		-\$ 7,000		
Mothers Day/Fathers Day Stall	\$ 400		-\$ 1,319		-\$ 1,719	-\$ 1,319	
Bake Sales and Coffee Carts			\$ 540		\$ 540	\$ 540	
Movie Night	\$ 1,000		\$ -		-\$ 1,000	\$ -	
Bright Star Commissions	\$ 500		\$ -		-\$ 500		
School Banking Commission	\$ 1,000		\$ 1,126		\$ 126	\$ 1,126	
Cake Stall Athletics Carnival	\$ 1,600		\$ 2,147		\$ 547	\$ 2,147	
Wine Drive	\$ 1,500		\$ -		-\$ 1,500		
Disco	\$ 500		\$ 3,615		\$ 3,115		
City to Surf (sausage sizzle and largest team)	\$ 1,400		\$ 1,000		-\$ 400	\$ 1,000	
Kindy T-shirts 2018	\$ 300		\$ 360		\$ 60	\$ 360	
Kindy/PP Fashion Show			-\$ 7		-\$ 7	-\$ 7	
Raffle	\$ 1,000		\$ 870		-\$ 130	\$ 870	
	\$ 44,500		\$ 23,682				
Other Projects							
Play Space Improvements Approved in 2017	\$ 76,000				\$ 76,000	-\$ 76,000	Approved 2017
Table Tennis	\$ 3,000		\$ 2,833		\$ 167	-\$ 2,833	Approved May 2018 P&C
Shade Sales	\$ 18,000				\$ 18,000	-\$ 18,000	Approved Aug 2018 P&C
Other Projects (Funding requests to be presented and approved)	\$ 46,409		\$ -		\$ 46,409		
	\$ 143,409		\$ 2,833				
	\$ 143,409	\$ 143,409	\$ 122,591	\$ 2,833		\$ 22,143	
Other Income							
Interest	\$ 1,000		\$ 1,100		\$ 100		
Distributions from Canteen	\$ 2,500		\$ -		-\$ 2,500		
Grants & Donations	\$ 100		\$ 7		-\$ 93		
	\$ 3,600	\$ -	\$ 1,106	\$ -		\$ 1,106	
TOTALS							
	\$ 318,425	\$ 303,773	\$ 281,721	\$ 90,490		\$ 176,580	
Net Profit (Loss)							
	\$ 14,651		\$ 191,231.20			TRUE	
Cash at Bank							
Business Telenet Saver			\$ 191,231.20				
Floreat Park P&C			\$ 130,730.37				
Less Monies Owed to Canteen			\$ 79,354.83				
			-\$ 18,854.00				
			\$ 191,231.20			TRUE	
			\$ -				