

Booragoon Primary School P&C Association

Minutes of Annual General Meeting Wednesday 30th March 2016

Held: Booragoon Primary School Staffroom
Meeting Opened: 7.45pm

ATTENDANCE

Barbara Horan
Ashley Bird
Kendall Brown
Lorne Campbell

Hamish McElwee
Samantha Khoo
Neisha Hackett

Sandra Putt
Janine Jenkins
Robyn Munro

APOLOGIES

Karolina Plange
Sharon Power

Sarah Allen

Sarah Forbes

ITEMS

ACTION

ITEMS	ACTION
<p>1. Confirmation of Minutes of Previous Meeting</p> <p>Motion: That the minutes of the previous General Meeting of Booragoon Primary School P&C Association held on 25th February 2016 be confirmed as an accurate record.</p> <p>Moved: Sandra Putt Seconded: Ashley Bird</p>	<p>Motion carried</p>
<p>3. Business Arising from Previous Minutes</p> <p>2.1 [On-going carried forward item] General discussion regarding the 50th anniversary of Booragoon Primary School in 2017.</p> <p>Following the last P&C meeting, a committee for the BPS 50th anniversary has been formed consisting of 3 staff members, 3 P&C members (Hamish McElwee, Kendall Brown and Karolina Plange), and 3 Board members. The committee is planning to meet in term 2 to discuss ideas.</p> <p>2.2 Fundraising 2016 updates</p> <p>As a result of the last meeting, the event timetable and Quiz Night poster was drafted. As at the time of the meeting, this timetable and poster had not been circulated to the school community. Samantha Khoo to follow up with Kylie Buckman to check the status of these two items.</p> <p>A general discussion was held regarding the school community not being aware of the P&C meetings, fundraising events etc due to the different mediums being used by the school and the P&C. There was feedback as to not one source providing all the information needed. Discussion was held regarding using Google calendar. It was decided that the P&C would now include a bulletin in each newsletter to highlight key items pertaining to the P&C.</p>	<p>Carried forward</p> <p>Samantha Khoo</p>

<p>3. Correspondence – Samantha Khoo</p> <p>3.1 Correspondence In:</p> <ul style="list-style-type: none"> • Various fundraising emails and pamphlets <p>3.2 Correspondence Out:</p> <ul style="list-style-type: none"> • n/a 	
<p>4. Reports</p> <p>4.1 President's Report – Hamish McElwee</p> <ul style="list-style-type: none"> • n/a 	
<p>4.2 Principal's Report - Barbara Horan</p> <p>ADMINISTRATION</p> <ul style="list-style-type: none"> ➤ Current enrolment – 403 students ➤ Staffing: Mrs Fletcher will commence an Academic Extension program for high achieving students in term two. ➤ Ms Wan is currently dedicating one day a week to support interventions for students with issues in speech issues. ➤ Parent interviews are currently underway. ➤ The parent communication element of Connect is now fully operational. As with all new technological process it will probably take some time for us to fully capitalise on its capability as a communication tool. ➤ We had a visit from the Principals of 10 schools in Queensland on 8th March. They had many questions about the Western Australian IPS program and were very interested in discussing how schools actually operated within the IPS structure. This now means the school is back on the government list to improve the school toilets and improve the staff car park. <p>STUDENTS</p> <ul style="list-style-type: none"> ➤ Congratulations to students who were successful in our House Leaders elections in week 5. Leaders attended the annual National Young Leaders Day Conference at the Convention Centre on 17th March. ➤ The annual Dads and Kids camp out was held on Friday 18th March and it was a great success. ➤ The Easter Hat Parade held last Thursday afternoon was lot of fun. Thank you to all the people involved in organising the raffle, selling the tickets, making up the class treats, and distributing the prizes. <p>CURRICULUM</p> <ul style="list-style-type: none"> ➤ Katrina Bonetti (WAPPA PL consultant) conducted a two hour workshop on Maths Blocks for the teachers on 23rd February. Ms Bonetti visited the teachers in class to see the use of Maths Blocks in class. ➤ Teachers are currently developing a Bullying Policy in line with the Friendly Schools Plus program. ➤ Miss Hamill and Mrs Casas are developing a Literacy Policy this year. 	

GROUPS AND FACILITIES

- Dean is continuing to develop the rose garden and working on the path leading from the office entrance to the vegetable garden.
- Rooms 7, 9 and 10 will have new carpets replaced in the April holidays.

4.3 Treasurer's Report – Ashley Bird

- See report

An overview of the 2015 annual report was provided. The key summary points are as per below. The annual report has been sent to the auditors.

	2015	2014
Profit/(Loss)	-19	39
Accumulated funds	71	90
Total income	128	135
Profit from canteen	7	3.5
<i>Fundraising Income:</i>		
School banking	2.1	1.6
Lapathon	9	9
Water fun day	4.4	0
Easter raffle	1.7	1.7
Picture plates	0.37	0.39
Sports day	1.4	1
Champion dads	2.2	1.5
Movie Night	1.6	0

<i>Main Expenses:</i>		
Equipment upgrades	6	
P&C app	1.2	
Music uniforms	1.8	
Sports shed	9	
Nature play	13	
New doors	14	
Appropriations	15	
Graduation	3.5	
Grounds	2	

Motion: To allocate an appropriations amount of \$15,000 to the school (consistent with last year's amount)

Moved: *Ashely Bird*

Seconded: *Sandra Putt*

Motion carried

Motion: To allocate \$3500 for graduation

Moved: *Ashely Bird*

Seconded: *Hamish McElwee*

Motion carried

<p>4.4 Canteen Report – Janine Jenkins</p> <ul style="list-style-type: none"> • Great start to the year, all running well. • New volunteers have been helping out in the canteen, however more is still required. • Thank you to Lisa Read and Michelle Savage who have stepped down from the canteen committee. Currently looking for new committee members, in particular someone to design the menus. A new kindy parent, Bianca Teo has agreed to take on this role. Janine Jenkins will continue on the committee. • Easter menu specials were well received. • Due to rising prices from the food suppliers (meat, sushi, milk), it is expected that this year's profit will not be as high as last year. 	
<p>4.5 Fundraising Updates - Various</p> <ul style="list-style-type: none"> • n/a – discussed at 2.2 above 	
<p>4.6 Grounds Committee Report – Paul Buckman</p> <ul style="list-style-type: none"> • n/a 	
<p>4.7 School Board Report – Kendall Brown</p> <ul style="list-style-type: none"> • Meeting was held last Tuesday 22nd March. There was an update on the Friendlies school program which will be included in the newsletter. • Discussion was held on the 50th BPS anniversary. • Discussion was also held regarding electronic communication. Parents are not finding out about a lot of things. Discussion was held about whether the newsletter and term planner could be updated more frequently. Also, it was noted that the website is out of date. Robyn Munro volunteered to review the school website and suggest changes. • Discussion was held about communication channels not working – website out of date, P&C app not working properly. Following this discussion, it was reiterated that the P&C would now include a section in the newsletter which would include bullet points on key P&C items. In addition, Robyn Munro has volunteered to provide a summary of the minutes of meeting in the newsletter. 	<p>Robyn Munro</p> <p>Robyn Munro</p>
<p>4.8 Safety House Report – Sarah Allen</p> <ul style="list-style-type: none"> • See report 	
<p>4.9 Kitchen Garden Committee's Report – Hamish McElwee</p> <ul style="list-style-type: none"> • Gnomes club. Aim to start this again in Term 2. Notes have been distributed today to gauge who may be interested. This will be run by Kanita Nikolic on Tuesdays. • There was a query about what would happen to the garden area next to pre-primary. Currently the pre-primary teachers are being consulted on whether they want to keep it. 	

<p>4.10 School Banking Report –Sarah Forbes</p> <ul style="list-style-type: none"> n/a 									
<p>4.11 Champion Dads –Paul Buckman</p> <ul style="list-style-type: none"> n/a 									
<p>7. General Business</p> <p>7.1 Janine Jenkins officially thanked Faye and Peter Feizaks for their time on swimming training.</p> <p>7.2 Motion to be voted upon as per point 4.3 in the last minutes:</p> <p>Motion: To reallocate unspent amounts back into general funds.</p> <p>Moved: Ashely Bird Seconded: Janine Jenkins</p>	<p>Motion carried</p>								
<p>5. Elections</p> <p>5.1 Office Bearers</p> <ul style="list-style-type: none"> President: Hamish McElwee nominated by Janine Jenkins. Seconded by Kendall Brown. Vice President: Karolina Plange (by letter) nominated by Kendall Brown. Seconded by Ashley Bird Secretary: Samantha Khoo nominated by Kendall Brown. Seconded by Barbara Horan Treasurer: Ashley Bird nominated by Neisha Hackett. Seconded by Kendall Brown <p>5.2 Executive Committee Members:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Nominated</td> <td style="width: 50%;">Seconded</td> </tr> <tr> <td>Lorne Campbell</td> <td>Barbara Horan</td> </tr> <tr> <td>Janine Jenkins</td> <td>Kendall Brown</td> </tr> <tr> <td>Sandra Putt</td> <td>Barbara Horan</td> </tr> </table> <p>5.3 Committees:</p> <p>Canteen – Janine Jenkins, Pamela Mitchell, Bianca Teo Grounds – Paul Buckman Kitchen Garden – Hamish McElwee, Kanita Nikolic</p>	Nominated	Seconded	Lorne Campbell	Barbara Horan	Janine Jenkins	Kendall Brown	Sandra Putt	Barbara Horan	
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Lorne Campbell	Barbara Horan								
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<p>7. General Business</p> <p>7.3 A general discussion was held regarding the tentative Quiz Night date of 25th June and how it would be impossible to plan given the tight timeframe. Discussion was held as to other fundraising options for this year such as bingo night, or wine and cheese night. As the year group responsible for this year’s major fundraiser is years 1 and 2, Robyn Munro will email these year groups to find out what they would like to participate in. To also investigate other schools fundraisers.</p>	<p>Robyn Munro</p>								
<p>8. Next Meeting</p> <p>The next meeting will be held on Wednesday 25th May 2016 at 7.30pm in the Staffroom.</p>									

Meeting Closed: 9.30pm	
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