

## Booragoon Primary School P&C Association

### Minutes of General Meeting Wednesday 25<sup>th</sup> May 2016

**Held: Booragoon Primary School Staffroom**  
**Meeting Opened: 7.40pm**

#### ATTENDANCE

Barbara Horan  
Ashley Bird  
Karolina Plange  
Lorne Campbell

Hamish McElwee  
Samantha Khoo  
Irene Cooke

Sandra Putt  
Sarah Allen  
Kendall Brown

#### APOLOGIES

Sharon Power

Neisha Hackett

Janine Jenkins

#### ITEMS

#### ACTION

ITEMS	ACTION
<p><b>1. Confirmation of Minutes of Previous Meeting</b></p> <p><b>Motion:</b> That the minutes of the previous Annual General Meeting of Booragoon Primary School P&amp;C Association held on 30<sup>th</sup> March 2016 be confirmed as an accurate record.</p> <p><b>Moved: Sandra Putt</b> <b>Seconded: Kendall Brown</b></p> <p><b>Motion:</b> That the minutes of the previous Executive Committee Meeting of Booragoon Primary School P&amp;C Association held on 11<sup>th</sup> May be confirmed as an accurate record.</p> <p><b>Moved: Sandra Putt</b> <b>Seconded: Barbara Horan</b></p>	<p><b>Motion carried</b></p> <p><b>Motion carried</b></p>
<p><b>3. Business Arising from Previous Minutes</b></p> <p><b>2.1 [On-going carried forward item] General discussion regarding the 50th anniversary of Booragoon Primary School in 2017.</b></p> <p>Representatives for the 50<sup>th</sup> anniversary met however nothing concrete has been decided. Ideas suggested so far:</p> <ul style="list-style-type: none"> <li>• Cocktail party for everyone at Thompkins on the Swan</li> <li>• Art display at Garden City Shopping Centre</li> <li>• Teachers to hold school based activities leading up to that week's assembly</li> <li>• Commemorative book</li> <li>• Open day</li> <li>• Special Facebook page</li> <li>• Memorial</li> <li>• Retrieve time capsule</li> <li>• Special logo has been designed by Bianca Teo which will be used on all items next year</li> </ul>	<p>Carried forward</p>

<p>Hamish McElwee received information from Sharon Power regarding the use of the Thompkins on the Swan venue. To have a cocktail style function for 300-350 people has been quoted at \$25-\$35 per head for finger food. Drinks would be included. The \$550 hire fee would be waived as the Power family are members.</p>	
<p><b>5. General Business</b></p> <p>5.1 Discussion on the canteen mural – Kendall Brown informed the committee that Sam Prentis has quoted \$100 per metre for the whole canteen wall. The total cost is estimated at \$1,200. This price includes the design creation. Barbara Horan will follow up with a previous BPS student that is now a graphic designer and whether he/she would be interested. Carry forward any decision regarding the painting of the canteen wall and also the wall outside the pre-primary area to the next meeting.</p> <p>5.2 Ashley Bird received an invoice to pay the annual \$500 hosting fee for the P&amp;C app. The app was meant to be self-funding through advertisers but so far there are only 2 advertisers. To pay the annual fee this time and to review the app again next year to determine if we are getting value for money. Ashley to find out how many visits are made to the app.</p>	<p>Kendall Brown</p> <p>Ashley Bird</p>
<p><b>3. Correspondence – Samantha Khoo</b></p> <p>3.1 Correspondence In:</p> <ul style="list-style-type: none"> <li>• Various fundraising emails and pamphlets</li> </ul> <p>3.2 Correspondence Out:</p> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	
<p><b>4. Reports</b></p> <p><b>4.1 President's Report – Hamish McElwee</b></p> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	
<p><b>4.2 Principal's Report - Barbara Horan</b></p> <p>ADMINISTRATION</p> <ul style="list-style-type: none"> <li>➤ Current enrolment – 407 students</li> </ul> <p>STAFFING:</p> <ul style="list-style-type: none"> <li>➤ Mrs Casas is on LSL for the next two weeks, and Mrs Fletcher is A/Deputy Principal in her absence.</li> <li>➤ NAPLAN testing was undertaken last week. This is a low key event at Booragoon PS. Students were well prepared by their teachers, and were encouraged to regard the tests as 'just another day at school'.</li> <li>➤ Clayton is arranging a Cyber Safety workshop for parents for later this term. The workshop is presented by the Office of E Safety and we'd encourage parents to attend.</li> <li>➤ Fourteen staff members (2 x teams of 7) are participating in the Global Corporate Challenge. This is a health and wellbeing program, sponsored by DoE aimed at improving general health and fitness.</li> </ul>	

## STUDENTS

- We had our Ride2School day on Friday, and it was hugely supported by our students and their parents. We achieved 86% of students riding/walking/skating or scooting to school, which was up from 85% last time we participated. We're aiming for 90% in Term Three. Thanks to Kylie Olney, Lindsay Ferguson and the canteen for providing children with fresh fruit and breakfast treats. In room 3, there were no students that came to school by car.
- Our Constable Care performances yesterday were well received by the students. The Pre Primary classes had a puppet show about bike and road safety; the Year 1 - Year 3 topic was on diversity and intercultural awareness; and the Year 4-6 topic was online protective behaviours.
- Mr Marston, Mr Cecins and Mrs Casas took the Year 6s to Busselton for their camp last week. The stories are still unfolding.
- We've introduced a Tables Competition in the Year 4-6 classes, to encouraging students to rote learn their times tables. The competition between pairs of classes is beginning to get traction, as each class tries to win the highest class average award. There are also certificates for the highest score in each participating class and the most improved student in each class.
- The Eagles Cup is underway, this week we have an away game against Winthrop PS. To date our soccer team is unbeaten.

## CURRICULUM

- We're implementing the Brightpath assessment and reporting software across the school. The program allows teachers to make highly reliable assessments of student achievement in a range of curriculum areas based on classroom tasks. To date they have had two PL sessions on the program, with a third and final session being scheduled for Week 8. They've also had release time to make and input their performance judgements, which will inform their Semester One reporting grades.
- Teachers are currently developing three year operational plans in Maths, English, HASS and Science.
- Miss Hamill, (Level Three Classroom Teacher) and Mrs Casas are developing a Literacy Policy this year.

## GROUNDS AND FACILITIES

- We finally received approval for the painting of the front of the school, and it looks fantastic. Our submissions for the toilet upgrade, and re-bituminising the car park are still in the pipeline.
- Dean has almost finished constructing the pathways at the front of the school, and is preparing the new rose bed. He also completed the paving between the library and the spider.
- We had an extensive culling of trees in weeks 9 and 10 last term. Several very large trees were removed altogether; and a significant number of branches pruned on others. No major damage has been caused by the recent storms.
- Room 10, 9 and 7 had carpets replaced in the April holidays, and we purchased new desks for Rooms 9 and 10.

### **4.3 Treasurer's Report – Ashley Bird**

- See report
- Received a statement from Willetton Uniforms for the leavers shirts. Actual was \$2,666, instead of \$1,600 with the difference being money paid for on the Eftpos machine. Ashley to go back to February and track down the deposit. This means the Water Fun Day profit needs to be revised to approximately \$800.
- Currently, cheque a/c \$24.6k; Building fund a/c \$1.7k (this could be used for the canteen mural); Savings a/c \$51k; Canteen a/c \$7.7k. Allocated:\$ 42k.

<ul style="list-style-type: none"> <li>• Grounds committee has spent all of their allocation. Nature play has \$6.4k left</li> <li>• Money apportioned for the Quiz Night venue has been put back to unallocated funds.</li> <li>• \$550 for school banking commission</li> <li>• \$10k from voluntary school contributions</li> </ul>	
<p><b>4.4 Canteen Report – Kendall Brown</b></p> <ul style="list-style-type: none"> <li>• Recent repairs and maintenance were made on the fridge compressor and the slushie machine.</li> <li>• Canteen profitability has been slow this year as supplier prices are rising.</li> <li>• The Ride to school day sales were good and we will continue to have more of these “specials”</li> <li>• To review the current prices and pass on the price increases.</li> </ul>	
<p><b>4.5 Fundraising Updates - Various</b></p> <ul style="list-style-type: none"> <li>• Newsletters have included items on the fundraising calendar. There is still no decision made on this year’s major fundraiser event. There has been discussion about a wine and cheese night but currently there is no one to lead the event.</li> <li>• Upcoming fundraisers: Term 2 will have the election day cake stall and sausage sizzle; Finding Dory movie night. Term 3 will have the lapathon and the athletics carnival.</li> <li>• Lorne Campbell raised the idea of the organising the BBQ fundraiser at Bunnings. To follow up.</li> </ul>	Lorne Campbell
<p><b>4.6 Grounds Committee Report – Paul Buckman</b></p> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	
<p><b>4.7 School Board Report – Kendall Brown</b></p> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	
<p><b>4.8 Safety House Report – Sarah Allen</b></p> <ul style="list-style-type: none"> <li>• See report</li> <li>• Safety House have changed their safety house guidelines in that every person at a designated safety house must have a WA Department of Child Protective Services working with children card. This three year fee is \$11 for a safety house volunteer. Other people that may answer the door of a safety house also requires this card.</li> <li>• Sarah is waiting on the updated list of safety houses.</li> </ul>	
<p><b>4.9 Kitchen Garden Committee’s Report – Hamish McElwee</b></p> <ul style="list-style-type: none"> <li>• Garden gnomes and pop up shop is up and running, and going well.</li> </ul>	
<p><b>4.10 School Banking Report –Sarah Forbes</b></p> <ul style="list-style-type: none"> <li>• Currently going well.</li> </ul>	

<p><b>4.11 Champion Dads –Paul Buckman</b></p> <ul style="list-style-type: none"> <li>• n/a</li> </ul>	
<p><b>4.12 Secondhand Uniform Shop –Sandra Putt</b></p> <ul style="list-style-type: none"> <li>• See report</li> <li>• Currently going well and intend to have a pop up shop each month</li> <li>• There is still \$1.3k of stock at Willetton Uniforms.</li> </ul>	
<p><b>8. Next Meeting</b></p> <p>The next meeting will be held on Wednesday 29<sup>th</sup> June 2016 at 7.30pm in the Staffroom.</p>	
<p><b>Meeting Closed:</b> 9.11pm</p>	