

Booragoon Primary School P&C Association

Minutes of Annual General Meeting Wednesday 29th March 2017

Held: Booragoon Primary School Staffroom
Meeting Opened: 7.39pm

ATTENDANCE

Barbara Horan
Kendall Brown
Neisha Hackett
Amir Deilami

Hamish McElwee
Samantha Khoo
Sarah Allen
Nicky Buchan

Ashley Bird
Karolina Plange
Kelly Drabble

APOLOGIES

Sandra Putt

ITEMS

ACTION

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<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 22 February 2017 be confirmed as an accurate record.</p> <p>Moved: Hamish McElwee Seconded: Barbara Horan</p>	<p>Motion carried</p>
<p>2. 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> <ul style="list-style-type: none"> • Merchandise (excluding the keyrings) order is underway. • The aerial photos were presented and the wall is currently being prepared by Dean. • Looking for someone to coordinate the cocktail party on the 21st October at Tomkins on Swan. Capacity is for 300 with 50-80 people outside. Cocktail food and services is \$30/head, Drinks is \$10/head, so we will be looking at \$50/head for ticket prices. Hamish to follow up with Sharon Power to get the contact for Tomkins on Swan. To get the tickets listed on trybooking.com as soon as possible. This is to be marked as a fundraiser event for the solar panels. <p>2.2 P&C app update</p> <ul style="list-style-type: none"> • Jason has taken over the administration of the P&C app. There are currently 200 users. Hamish to contact Jason and follow up. 	
<p>3. Correspondence – Samantha Khoo</p> <p>3.1 Correspondence In:</p> <ul style="list-style-type: none"> • Various fundraising letters/flyers <p>3.2 Correspondence Out:</p> <ul style="list-style-type: none"> • n/a 	

4. Reports

4.1 Principal's Report – Barbara Horan

ADMINISTRATION

- Current enrolment – 400 students.

Waldron is on LSL for all of Term Two, she is being replaced by Mr Ken Osborne, an art specialist who has most recently worked at Bicton PS and Maddington PS. Mrs Dos Santos has 4 weeks LSL towards the end of Term Two. Her replacement will be appointed next term.

- Parent interviews are currently underway. This is an important part of our reporting to parents process, and we hope all parents can take the opportunity to make a time to talk with their child/ren's teacher.
- 50th Anniversary activities are moving ahead at a pace. We've met with the Senior Marketing Manager, Clare Riley several times, and we're beginning to pin down the fine details of our activities at Garden City.
- The election for a Board Member to replace Mr Tim Baldock, who has moved to a community representative role is underway. The voting process ends next Monday afternoon. We're trying an on-line election process which appears to have many benefits over a pen and paper voting system.
- The timing of Anzac Day and Easter this year are tricky in terms of our commemoration/celebrations around them. Easter is on the middle weekend of the holidays, so we'll have our Easter Hat Parade on the last day of term. Similarly, Anzac Day is the day after resumption of term, so we'll also hold our Anzac Ceremony on the last day of term.

STUDENTS

- We held our House Swimming Carnival at Melville Swimming Pool last Tuesday, and interschool is on today. Mr Godwin, Mr Marston and Mrs Cecins took a squad of *** to Challenge Stadium to compete.
- Student leaders attended their National Young Leaders Day (now known as *IMAGINATION*), at the Convention Centre on 17th March. Students are presenting reports about their experiences on the day at assembly over the next couple of weeks.
- Applecross SHS are bringing 4 ensembles to place for us tomorrow – their Concert Band, Scimitar String Orchestra, Senior Guitar Ensemble and Chamber Choir.
- We celebrated Harmony Day on Friday, 17th March. Room 13 presented a "Harmony Day" themed assembly, and throughout the week teachers focussed on 'harmony' in their writing and classroom activities.

CURRICULUM

- 2017 is a designated "Year of Consolidation", as teachers embed the programs we've introduced over the last three years. All of the programs and processes support our Business Plan and Strategic Plan and teachers need time and space to fully implement our plans.

GROUNDS AND FACILITIES

- Dean has painted the wall outside the Staff Room in readiness for hanging the aerial photos. We need new display boards as the old ones are in poor condition. We'll replace them as soon as practicable.
- We've had hand rails installed at the entrance to the school.
- Parents continue to park in ways that are unsafe to children. I've contacted the Melville City Council and they've agreed to erect "No parking on verge or footpath" signs on the corner of The Ramble and Clements Road; and adjacent to the entrance to the oval.

<p><u>OTHER</u></p> <p>➤ Barbara informed the P&C that there was an incident which occurred after school on Tuesday whereby a former BPS student (who is banned from coming onto school premises) entered the school oval with a kitchen knife. The ex-student was confronted by a parent and the knife was removed from him, and then he left before anyone could speak to him. The police were notified of the incident.</p>	
<p>4.2 Treasurer's Report – Ashley Bird</p> <ul style="list-style-type: none"> • See report circulated • Total cash on hand is approximately \$80k. • Election day BBQ – approximately \$1.6k • Ashley to speak to the bank regarding putting the excess into a high interest account. • Unallocated funds \$27.7k 	
<p>4.3 Canteen Report – Neisha Hackett & Kendall Brown</p> <ul style="list-style-type: none"> • Due to sales and volunteers being down, the canteen will trial in term 2 opening only for 3 days (Wednesday – Friday). • Trial a lunchbox menu for Mondays and Tuesday (online orders only). 	
<p>4.4 Social Committee Update</p> <ul style="list-style-type: none"> • n/a 	
<p>4.5 Grounds Committee Report</p> <ul style="list-style-type: none"> • n/a 	
<p>4.6 School Board Report – Kendall Brown</p> <ul style="list-style-type: none"> • Election of new member currently underway. • An influx of forms has been received for the list of skills and talents. 	
<p>4.7 Safety House Report – Sarah Allen</p> <ul style="list-style-type: none"> • 32 safety houses, none have been used • We have one new volunteer, bringing the total to 4. 	
<p>4.8 Kitchen Garden Committee's Report – Hamish McElwee</p> <ul style="list-style-type: none"> • Gnomes expressions of interest forms to be circulated. • Garden gnomes club will commence on 2nd May. 	
<p>4.9 School Banking Report</p> <ul style="list-style-type: none"> • Discussion was held regarding the benefit of having a coin counting machine for the school banking. <p>Motion: To allocate \$400 for a coin counting machine. Moved: Ashley Bird Seconded: Barbara Horan</p>	

<p>4.10 Champion Dads</p> <ul style="list-style-type: none"> • 107 people attended. Thank you to Rob Butler and his crew for their help in organising this event. 	
<p>Meeting closed: 9.10pm</p>	
<p>Meeting opened: 9.10pm</p> <p>Elections</p> <p>The office bearers for 2016 resigned. The new office bearers elected:</p> <p>5.1 Office Bearers</p> <ul style="list-style-type: none"> • <i>President:</i> Hamish McElwee nominated by Barbara Horan. Seconded by Ashley Bird. • <i>Vice President:</i> Karolina Plange nominated herself. Seconded by Kendall Brown. • <i>Secretary:</i> position vacant • <i>Treasurer:</i> Ashley Bird nominated by Barbara Horan. Seconded by Sarah Allen. <p>5.2 Executive Committee Members:</p> <p>Nominated Sarah Allen Kelly Drabble Samantha Khoo</p>	
<p>6. Appointments</p> <ul style="list-style-type: none"> • Appointment of Honorary Auditor - Jonathan Brett was nominated by Ashley Bird. Seconded by Barbara Horan. 	
<p>7. General Business</p> <ul style="list-style-type: none"> • Save the date: School disco 30th June. 	
<p>6. Next Meeting</p> <p>Meetings to be changed to Mondays at 6.30pm in term 2. The dates are 1st May, 29th May and 26th June.</p> <p>The next meeting will be held on Monday 1st May 2017 at 6.30pm in the Staffroom.</p> <p>Meeting Closed: 9.25pm</p>	