

## Booragoon Primary School P&C Association

### Minutes of General Meeting Wednesday 28 August 2017

**Held: Booragoon Primary School Staffroom**  
**Meeting Opened: 7.00pm**

#### ATTENDANCE

Barbara Horan  
Kendall Brown  
Nicky Buchan  
Sharon Power

Ashley Bird  
Karolina Plange  
Sandra Putt  
Sharon Russell

Kelly Drabble  
Hamish McElwee  
Irene Cooke

#### APOLOGIES

Sarah Allen

#### 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 26 June 2017 be confirmed as an accurate record. [Note: no minutes from the July 2017 meeting were prepared as there was not a quorum present]</p> <p><b>Moved: Ashley Bird</b> <b>Seconded: Barbara Horan</b></p>	<p><b>Motion carried</b></p>
<p><b>2. 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><b>Principal's update</b></p> <p>50<sup>th</sup> Anniversary assembly is this Friday. Will be in undercover area. Teachers are currently working on their classrooms ahead of open day.</p> <p>Opening at Garden City last Thursday evening – went well.</p> <p>Board's request for toilets upgrade not accepted by DoE.</p> <p><b>Cocktail party update - Sharon Power</b></p> <ul style="list-style-type: none"> <li>• 125 tickets sold</li> <li>• Have confirmed details with venue.</li> <li>• Can't go in until the Saturday (is a function on the day before). Also a function on the day after (Sunday).</li> <li>• Raffle. Doing a permit application. Need a letter to explain where the funds are going. Have 2 Raffle prizes – Yallingup accommodation and wine hamper from Voyager Estate (plus some smaller donations – will be put together as one hamper). \$300 cost to reimburse the property for cleaning costs. Also possibly a glamping prize (TBC).</li> <li>• Drinks holders will be sold at the assembly this Friday. The badges have been</li> </ul>	<p><b>Hamish to draft letter explaining purpose of raffle</b> <b>[Done – 28 August</b></p>

<p>delayed however.</p> <p><b>Motion:</b></p> <p>That the order for 50<sup>th</sup> Anniversary badges be increased from 100 to 300 (at a cost of \$2.95 per badge, i.e. additional cost of \$590).</p> <p><b>Moved:</b> Sharon Power <b>Seconded:</b> Sharon Russell</p> <ul style="list-style-type: none"> <li>• Sharon needs a couple of helpers to man the table for assembly this Friday – books and cocktail tickets. Use P&amp;C EFTPOS machine.</li> <li>• Pavers. They have arrived. Irene will do one final run for orders. Approx \$3,000 raised so far (hooray!).</li> </ul>	<p>2017]</p> <p>Motion carried</p>
<p><b>3. Correspondence</b></p> <p>3.1 Correspondence In:</p> <ul style="list-style-type: none"> <li>• Various bills and junk mail.</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 Principal's Report – Barbara Horan</b></p> <p><b><u>ADMINISTRATION</u></b></p> <ul style="list-style-type: none"> <li>➤ Current enrolment – 412 students.</li> <li>➤ Kindy enrolments closed on 21<sup>st</sup> July. We currently have 38 students enrolled and at this point in time there is no plan to establish a third group to cater for the overflow from our network schools. This could change depending on late enrolments, but we won't set up the extra class with fewer than 15 students.</li> <li>➤ Judy Wan commenced Parental Leave last week. Claire Whiting is now working full time in Room 8; and Kelly Drabble is doing the PP DOTT; and Di Pursell is doing 0.2FTE in Room 14.</li> <li>➤ Megan will be on LSL in weeks 9 and 10 of this term, and in weeks 1 and 2 of next term. We will put out an EOI to backfill her position.</li> <li>➤ NAPLAN results were published this week, and we are in the process of crunching the data. Teachers can begin to use the results for planning for improvement.</li> <li>➤ Parents have been asked (through the Newsletter) to make sure the "Parent Occupation Group" response on their enrolment form/s is completed, and current. This is a funding element and it's important that the information provided to the Department of Education is accurate.</li> <li>➤ Our Visual Arts display will be open in the shop space next to the green grocer's at Garden city until Thursday of this week. Members of the School Board, and the P&amp;C were invited to the grand launch last Thursday evening.</li> <li>➤ Our 50<sup>th</sup> Anniversary Special Assembly is on this Friday at 9.00pm.</li> </ul> <p><b><u>STUDENTS</u></b></p> <ul style="list-style-type: none"> <li>➤ Our peer support team is doing a fantastic job our in the playground being on hand to assist student with any problems or issues they encounter; and to make sure no students are lonely or excluded from games. Mr Marston had ordered two "Friendship Seats" funded by the money raised by last year's graduating class.</li> <li>➤ We held our annual "Dress as a Book Character" assembly last Thursday. During the week Years 3-6 walked to the Civic Square Library for story telling/reading sessions.</li> <li>➤ Our choir and string ensemble have a couple of performances coming up shortly.</li> </ul>	

The Massed Choir Festival is on at the Perth Concert Hall on Thursday, 21<sup>st</sup> September (7.30pm), and the West Australian Schools' Junior Orchestra Festival is on Sunday, 3<sup>rd</sup> September at Churchlands Senior High School. Both groups are also performing at Garden City on Thursday, 31<sup>st</sup> August at 1.30pm.

- Our Kindy Dads nights were on 22<sup>nd</sup> and 24<sup>th</sup> August; and Pre Primary Dads night is on 30<sup>th</sup> August.
- Our Champion Dads (coordinated by Rob Butler) are organising games/activities dates for Dads and Kids this term, for DADember. Information will go to families as it becomes available.
- Everyone is gearing up for the Athletics Carnival – Throws are on 11<sup>th</sup> September and the games and sprints are on 12<sup>th</sup> September,

## **CURRICULUM**

- 2017 has been designated a 'year of consolidation' to give teachers the time and space to fully embed the many initiatives we've introduced over the past three years. This includes a whole school approach based on the Australian Curriculum, the English Policy, the Mathematics Policy, Scope and Sequence plans in English and Maths, updated Operational Plans in English, Maths, HASS, Science and ICT, Brightpath, PAT curriculum and supporting teaching and learning resources, and NAPLAN and Year Level Targets.

## **GROUNDS AND FACILITIES**

- The Grounds Committee is currently planting, and spreading mulch in both Nature Playgrounds to enhance the appearance of the grounds for our 50<sup>th</sup> celebrations. Dean will have laid the limestone blocks between the grassed area and the native garden adjacent to Rooms 1-5 by Open Day, and the Dads have committed to completing the mudding.
- In view of the Minister's response to the letter from the Board regarding the toilets, we're considering alternative solutions regarding the dividing panels.
- The paintwork on the floors continues to be unsatisfactory, even though it was re-done during the school holidays. It was thought that if the paint had time to 'cure' the issue of the paint lifting would be solved but this has not been the case. BMW plans to test the slab for moisture content, and if this is causing the problem a different surface will need to be considered.
- I've ordered new blinds for Rooms 2, 4 and 5 to match the blinds in Rooms 1 and 3. Hopefully they will be installed by the 1<sup>st</sup> September.
- The groundwork and the feasibility study has been completed, and work installing the solar panels should get underway shortly. The P&C is funding this project.

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

- See report circulated
- Unallocated funds are approximately \$1,490
- Fridge in canteen is broken. Repair cost will be covered by insurance. Canteen is buying new fridge and covering the difference (approx. \$300-400) out of the \$1,000 canteen maintenance and repairs budget.
- Have liquidated the uniform stock at Willetton (size 14 and 16 House shirts). Sandra will sell them at half price.

### ***4.3 Canteen Report – Kendall Brown***

- Book week went well.
- Friday menu for recess will be pared back.
- Fruit and veg baskets have been going for 3 weeks. Now have another 12 parents – so will expand to 24 all up.

<ul style="list-style-type: none"> <li>• Canteen needs a new laptop to replace the (very old) current one. Cost to acquire one through the school TBC, but expected to be around \$700.</li> </ul> <p><b>Motion:</b></p> <p>That an additional budget of \$500 be approved for the Canteen, to replace that portion of the canteen maintenance and repairs budget that will shortly be spent replacing the broken fridge (see above) and to leave sufficient funds for the canteen to purchase the new laptop.</p> <p><b>Moved:</b> Irene Cooke <b>Seconded:</b> Sharon Russell</p>	<b>Motion carried</b>
<p><b>4.4 Social Committee Update</b></p> <p>The currently scheduled fundraising events for the remainder of the year are:</p> <ul style="list-style-type: none"> <li>• School Athletics – 11 and 12 September. Sandra Putt has volunteered to help organise the cake stall.</li> <li>• Lapathon – scheduled for Friday 13<sup>th</sup> October. Organising year group = year 6 [organiser to be confirmed]</li> <li>• 50<sup>th</sup> Anniversary cocktail party – scheduled for Saturday 21 October. Event being coordinated by 50<sup>th</sup> Anniversary committee (Sharon Power) – see above for update.</li> <li>• Picture plates – Kylie Buckman is organising.</li> </ul>	
<p><b>4.5 Grounds Committee / Champion Dads</b></p> <ul style="list-style-type: none"> <li>• Dadember is around the corner with events already planned for several of the individual year groups. Eg. PPA &amp; PPB walk to Kadidjini Park and Lacrosse for the older year levels.</li> <li>• A joint venture between the Champion Dads and garden gnomes club has planted and mulched the front garden at Clements Road, mulched the nature play 2 area, and planted natives in the Clements Road Garden and behind the tennis courts.</li> <li>• An extra section of limestone wall along the garden beside the Ramble is also in the process of being constructed.</li> <li>• Next project is spreading mulch on nature play 2 and completion of limestone wall mudding.</li> </ul>	
<p><b>4.6 School Board Report – Kendall Brown</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>	
<p><b>4.7 Safety House Report – Sarah Allen (in absentia)</b></p> <p><b>Safety House Show - Thursday 14th September</b></p> <p>There hasn't been a visit from the Safety House Show at Booragoon for some years, so Sarah has arranged a show for 11am on Thursday 14th September, subject to the P&amp;C funding the cost of the show (\$300, incl GST).</p> <p><b>Motion:</b></p>	

<p>That the P&amp;C fund the \$300 cost of the Safety House Show.</p> <p><b>Moved:</b> Irene Cooke <b>Seconded:</b> Sandra Putt</p>	<p><b>Motion carried</b></p>
<p><b>4.8 Kitchen Garden Committee Report – Hamish McElwee</b></p> <ul style="list-style-type: none"> <li>• Gnomes club continuing to be held each Sunday at 2pm. The gnomes have also been helping the Champion Dads with mulch spreading and native planting etc.</li> <li>• Self serve pop up shop (esky) continuing each Monday outside the admin building.</li> <li>• There are still places available for more gnomes in the club.</li> </ul>	
<p><b>4.9 School Banking Report</b></p> <ul style="list-style-type: none"> <li>• N/A</li> </ul>	
<p><b>5. General Business</b></p> <ul style="list-style-type: none"> <li>• Barb revisited the P&amp;C question from earlier in the year regarding what the annual \$15,000 in appropriations goes towards. Barb provided summary of curriculum cost centre expenditure for 2016 of \$44,174, which the appropriations goes towards.</li> <li>• Brief discussion on future P&amp;C budget and funding. Almost all current funds are fully committed, so the remaining 2017 fundraising (lapathon, cocktail party, athletics day, cake stall) will top up the funds back to the position needed to fund required early 2018 expenditure (i.e. replace part of the amount recently allocated to the solar panels). Stocktake of net funds to be performed at the end of 2017, to: (a) ascertain what the P&amp;C will be able to afford to fund in early 2018, and (b) inform future fundraising objectives for 2018 and 2019.</li> <li>• Brief discussion on P&amp;C communications and reach/engagement with current parent community. Regularity of communications has dropped off recently (e.g. P&amp;C page in newsletter) due to the P&amp;C currently not having a secretary. Hamish to re-start regular P&amp;C page for the newsletter. The question was raised whether it may be worthwhile re-looking at having a P&amp;C parent class rep for each class again next year.</li> </ul>	
<p><b>6. Next Meeting</b></p> <p>The term 4 meetings will be held in the staffroom on Monday 16 October (the week before the cocktail party) at 7.00pm and Monday 27 November at 7.00pm.</p> <p><b>Meeting Closed:</b> 8.48 pm</p>	